

TO VIEW ATTACHMENTS, PLEASE CLICK ON HIGHLIGHTED AREAS

**AGENDA
FRANKLIN COUNTY BOARD OF SUPERVISORS
TUESDAY, JUNE 18, 2013**

- 1:30 P.M. Call To Order, Chairman David Cundiff
- 1:31 Invocation, Supervisor Bobby Thompson
- 1:32 Pledge of Allegiance, Supervisor Charles Wagner
- 1:33 Public Comment
•
- 1:36 **CONSENT AGENDA (REQUIRES ACTION)**
REF: 1. Approval of Accounts Payable Listing, Appropriations, and Minutes for May 21, 2013
2. Aging Services Surplus Property **(See Attachment #2)**
3. Surplus of Sheriff's Uniform Pants **(See Attachment #3)**
4. Burnt Chimney Fire Station Renovation **(See Attachment #7)**
5. Crooked Road Board of Directors Appointments **(See Attachment #14)**
- 1:40 Vincent Copenhaver, Director of Finance
REF: 1. Monthly Finance Report
2. Adoption of FY'2013-2014 Appropriation Ordinance **(See Attachment #10)**
- 1:50 Lee Cheatham
REF: 1. Adult Ed Regional Appropriation FY' 2013-2014 **(See Attachment #13)**
- 2:00 Chris Fewster, Engineer, Earth Environmental
REF: 1. Request to Apply for Planning Grant/Ferrum Community **(See Attachment #6)**

- 2:20 Bill Overton, Sheriff
REF: 1. Westlake Office Space Lease (**See Attachment #17**)
- 2:30 Neil Holthouser, Director of Planning & Community Development
REF: 1. Septic Tank Pump Out Program (**See Attachment #12**)
2. Telecommunications Policy Review (**See Attachment #15**)
3. Work Program Updates (*Handouts @ Meeting*)
a.) Villages
b.) Comp Plan
c.) Land Development Ordinance
- 3:05 Pat Barnes, Human Resources Analyst
REF: 1. Human Resource Policies
a.) Part-Time Employees (**See Attachment #16**)
b.) Social Media (*Handout @ Meeting*)
- 3:25 Peter Ahrens, Building Official
REF: 1. Building Inspection's Report (**See Attachment #11**)
- 3:40 Richard E. Huff, II, County Administrator
REF: 1. Other Matters
- 3:50 Other Matters by Supervisors
- 4:00 Request for Closed Meeting in Accordance with 2.2-3711, a-1, Personnel, a-3, Acquisition of Land, & a-5, Discussion of a Prospective New Business or Industry or of Expansion of an Existing One, of the Code of Virginia, as Amended.

Certification of Closed Meeting in Accordance with 2.2-3712 (d), of the Code of Virginia, as Amended.

APPOINTMENTS:

-  Library Board/Rocky Mount District (**See Attachment #8**)
-  Aging Services/Rocky Mount District (**See Attachment #9**)

Recess for Dinner

6:00 Call To Order, Chairman David Cundiff

6:01 Recess for Previously Advertised Public Hearings as Follows:

PUBLIC NOTICE

Petition of **Troy S. Foley and Katrina L. Foley, Petitioners/Owners**, requesting a Special Use Permit for "garages, commercial, for automobiles, recreation vehicles, and motorcycles;" on a +/- 8.655 acre parcel currently zoned A-1, Agricultural District. The subject property is located at 4010 Edwardsville Road in the Boone District of Franklin County, and is further identified as Tax Map/Parcel #0110006100. The petitioners intend to use an existing building for the maintenance of commercial vehicles. The Future Land Use Map identifies this area as appropriate for Agriculture, Forestry, and Rural Residential uses that does not prescribe a specific density, but suggests residential development could occur by right in agriculturally zoned areas. The

subject petition would not result in any increase of residential density for this property. (Case # SPEC-4-13-11613)

PUBLIC NOTICE

In accordance to Section 33.1-70.01 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

In accordance with this section of the Code of Virginia, the Franklin County Board of Supervisors has established a time of **6:00 P.M., on Tuesday, June 18, 2013**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to allow for public comment. A copy of the proposed Six-Year Plan and priority listing for the upcoming fiscal year is available for review in (1) the Office of Finance at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia, and at (2) www.franklincountyva.gov, under "In the Spotlight."
(See Attachment #1)

PUBLIC NOTICE

ENTERPRISE ZONE APPLICATION

The Franklin County Board of Supervisors, will hold a public hearing on **Tuesday, June 18, 2013**, at approximately 6:00 P.M. in the Board Room of the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, VA 24151 to solicit input on the proposed Enterprise Zone Application to the Virginia Department of Housing and Community Development due on Friday, June 28, 2013. The proposed zone boundaries and incentives will be available for discussion at the meeting. All interested citizens are urged to attend. Maps of the proposed zone and the proposed incentives are available for review between 8:30AM and 5:00PM at the Franklin County Administration Office, Suite 112, Franklin County Government Center, 1255 Franklin Street, Rocky Mount, VA 24151. For additional information, contact Michael Burnette, Franklin County Director of Economic Development, at the above address or by calling 540.483.3030. If you plan to attend and have any special needs requirements, please call 540.483.3030. **(See Attachment #4)**

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M., on Tuesday, June 18, 2013**, in the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the following proposed amendment to **Section 2-5** of the Franklin County Code:

SEC. 2-5. - FEE FOR PASSING BAD CHECK TO COUNTY

A fee of ~~twenty dollars (\$20.00)~~ **thirty-five (\$35.00)** shall be charged by the county for the uttering, publishing or passing of any check or draft to the county for payment of taxes or any other sums due the county, which check or draft is subsequently returned for insufficient funds or because there is no account or the account has been closed.

(See Attachment #5)

Adjournment Thereafter

RISE & SHINE GUESTS FOR JUNE ARE BOB CAMICIA & RICK

FRANKLIN COUNTY
Board of Supervisors

7



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | |
|--|--|
| <p><u>AGENDA TITLE:</u> FY2014-2019 Secondary Six Year Plan (SSYP)</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Secondary System Construction Program for Secondary County Roads.</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>Action Strategy:</u> N/A</p> <p><u>STAFF CONTACT(S):</u> Planning and VDOT staffs</p> | <p><u>AGENDA DATE:</u> June 18, 2013</p> <p><u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> Yes</p> <p><u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Yes</p> <p><u>REVIEWED BY:</u> <i>feh</i></p> |
|--|--|

BACKGROUND:

The State of Virginia requires the Board of Supervisors to review and adopt by resolution the Secondary Six Year Plan (SSYP) annually.

Funds for the Secondary Six Year Plan (SSYP) and the construction budget are derived from state and federal fuel taxes, vehicle title fees, vehicle sales tax and a portion of the State's general sales tax. The predictability of funding amounts is greatly dictated by the financial climate of the times and changes of funding levels by the federal government. Therefore, in dealing with construction funds, especially in the Secondary Six Year Plan (SSYP), VDOT is dealing with approximations or projections. The Secondary Six Year Plan is based on estimated funding which is provided by the Financial Planning Division of VDOT.

On March 25, 2013, VDOT staff held a work session with the Board of Supervisors to discuss the Secondary Six Year Plan. VDOT staff discussed Rural Rustic projects completed in 2011 and 2012, projects under construction, and upcoming projects for 2013. There was a discussion on the distribution of Funds available for construction. At the time of the work session funding estimates were not available; however, the Board was told additions could be made to the six year plan this year. It was suggested each Board of Supervisor submit up to three roads that could be added to the Secondary Six Year Plan. Funding estimates should be available for the afternoon session of the Board on April 16th.

Prior to April 16, 2013, the Board of Supervisors provided projects (roads) that were eligible for the Secondary Six Year Plan for FY2014-2019. The following roads (projects) were compiled from the road suggestions by each Supervisor to be considered for additions to the FY2014-2019 Secondary Six Year Plan.

“Blackwater District”

Flanders Road (Route 741)-50 vehicle trips a day (ADT)-(previously on the six year plan/removed for budget issues)-

Websters Corner Road (Route 744)-42 vehicle trips a day (ADT)-(another phase 0.5 miles)-(0.7 miles is currently on the SSYP)

“Blue Ridge District”

Briar Mountain Road (Route 929)-282 vehicle trips per day (ADT)-(previously on the six year plan/removed for budget issues)

Timberline Road (Route 865)-vehicle trips per day (ADT)-not available

Natures Own Road (Route 712)-54 vehicle trips per day (ADT)

“Boone District”

Red Valley Road (Route 657)-82 vehicle trips per day (ADT)-(previously on the six year plan/removed for budget issues)

Bonbrook Road (Route 691)-200 vehicle trips per day (ADT)

Webb Mountain Road (Route 615)-36 vehicle trips per day (ADT)

“Gills Creek”

Old Brook Road (Route 683)-69 vehicle trips per day (ADT)

Wysong Mill Road (Route 636)-(portion unpaved)-38 vehicle trips per day (ADT)

Inglewood Road (Route 672)-58 vehicle trips per day (ADT)

“Rocky Mount District”

At this time there are no state unpaved roads in the Rocky Mount District.

“Snow Creek District”

Fawndale Road (Route 719)-58 vehicle trips per day (ADT)-(previously on the six year plan/removed for budget issues)

Belcher Road (Route 611)-10 vehicle trips per day (ADT)-(previously on the six year plan/removed for budget issue)-(portion of approx. 0.5 miles)

Country Mile Road (Route 628)-82 vehicle trips per day (ADT)

“Union Hall District”

Edwards Road (Route 981)-229 vehicle trips per day (ADT)

Bar Ridge Road (Route 659)-107 vehicle trips per day (ADT)

Mountain Ridge Road (Route 839)-390 vehicle trips per day (ADT)

The Board of Supervisors was asked to prioritize unpaved roads in the following categories:

- CTB Formula Funds(money used for state unpaved secondary roads with 200 vehicles a day or higher)-(Monies will be available for the FY2014 and on),
- Regular Formula Secondary Funds(money can be used for other secondary road projects; not just state unpaved roads)-(Monies available for the FY2017 and on),
- Regular Secondary Funds(money used for state unpaved secondary roads with 50 vehicles a day or higher)(Monies will be available for the FY2017 and on),
- Telefee Money(money can be used for any projects; however, little money is available)-(Monies will be available for the FY2014 and on), and.
- Rural Addition Money(Money used for private unpaved roads to be constructed to state road standards)(This funding sources only has \$75,000)

The table below is the projected funding for the FY2014-2019 Secondary Six Year Plan:

| | FY2014 | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | TOTAL |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|
| CTB Formula - Unpaved State | \$19,909 | \$166,674 | \$252,521 | \$289,421 | \$289,421 | \$289,421 | \$1,307,367 |
| Formula Secondary State | \$0 | \$0 | \$0 | \$255,356 | \$318,957 | \$385,775 | \$960,088 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$42,634 | \$53,253 | \$64,409 | \$160,296 |
| TeleFee | \$150,942 | \$157,476 | \$157,476 | \$157,476 | \$157,476 | \$157,476 | \$938,322 |

The following projects will begin construction and may or may not be completed during the FY2013:

Bridge Replacement-Iron Bridge Road (Route 927)
 Bridge Replacement-Alean Road (Route 687)
 Resurfacing of Greenhouse Road (Route 839)

On April 16, 2013 the Board of Supervisors prioritized unpaved roads in three of the funding categories. The Board of Supervisors' list of projects to be added to the FY2014-2019 Secondary Six Year Plan is listed below with the project priority number as shown on the plan. Also, attached to the executive summary is the FY2014-2019 Secondary Six Year Plan detailing the estimated funding over the next six years.

| PRIORITY | CATEGORY | RTE | NAME | FROM | TO |
|----------|--|-----|---------------------|--|---|
| 9 | CTB Formula - Unpaved - 200+ ADT | 936 | Greenhouse Road | 0.19 MI N of RTE 839 (Mountain Ridge Road) | End State Maintenance |
| 10 | CTB Formula - Unpaved 200+ ADT | 929 | Briar Mountain Road | End State Maintenance | 0.63 MI E of End State Maintenance |
| 11 | CTB Formula - Unpaved 200+ ADT | 981 | Edwards Road | RTE 660 (Morgans Fork Road) | End State Maintenance |
| 12 | CTB Formula - Unpaved 200+ ADT | 691 | Bonbrook Road | 1.07 MI E of RTE 635 (Bonbrook Mill Road) | RTE 687 (Alean Road) |
| 13 | Secondary Unpaved Road Funds - 50+ ADT | 719 | Fawndale Road | 0.02 MI E of RTE 609 (Country Ridge Road) | 0.47 MI E of RTE 609 (Country Ridge Road) |
| 14 | Secondary Unpaved Road Funds - 50+ ADT | 683 | Old Brook Road | RTE 634 (Harmony School Road) | End State Maintenance |
| 15 | Secondary Unpaved Road Funds - 50+ ADT | 865 | Timber Line Road | RTE 781 (Rambling Rose Road) | 1.33 Mi E of RTE 781 (Rambling Rose Road) |
| 16 | Secondary Unpaved Road Funds - 50+ ADT | 659 | Bar Ridge Road | 0.96 MI N of RTE 626 (Ramsey Memorial | RTE 946 |

| | ADT | | | Road) | (Novelty Road) |
|----|--|-----|---------------------|---|--|
| 17 | Secondary Unpaved Road Funds - 50+ ADT | 657 | Red Valley Road | 0.04 MI N of RTE 635 (Bonbrook Mill Road) | 1.80 MI N of RTE 635 (Bonbrook Mill Road) |
| 18 | Secondary Unpaved Road Funds - 50+ ADT | 672 | Inglewood Road | 0.06 MI N of RTE 670 (Burnt Chimney Road) | End State Maintenance |
| 19 | Secondary Formula Funds | 634 | Harmony School Road | RTE 122 (Booker T Washington Hwy) | 0.15 MI N of RTE 122 (Booker T Washington Hwy) |

The following are notations regarding the FY2014-2019 Secondary Six Year Plan (SSYP):

- UPC98437 (UPC is VDOT's ID number for the project), Route 627, Inglewood Road Rural Rustic Project, was moved to priority 18 as requested by the board. The project is still reflecting \$127,598 of previous funding. VDOT has submitted transfer requests to move all but \$5,000 from this project to the Route 748, Ferrum School Road and Route 719, Fawnland Road rural rustic projects. Because UPC 98437 was within VDOT's 24 month advertisement window the transfer requires the Chief Engineer's approval in Central Office. Once that approval is obtained the funds will be moved which will complete the necessary funding for both recipient projects.
- All of the Countywide Projects listed at the end of the SSYP show a estimate of \$250,000. This is an arbitrary amount that is entered because VDOT's system requires an estimate for every project. This estimate has no bearing on the SSYP and how the funds are utilized.

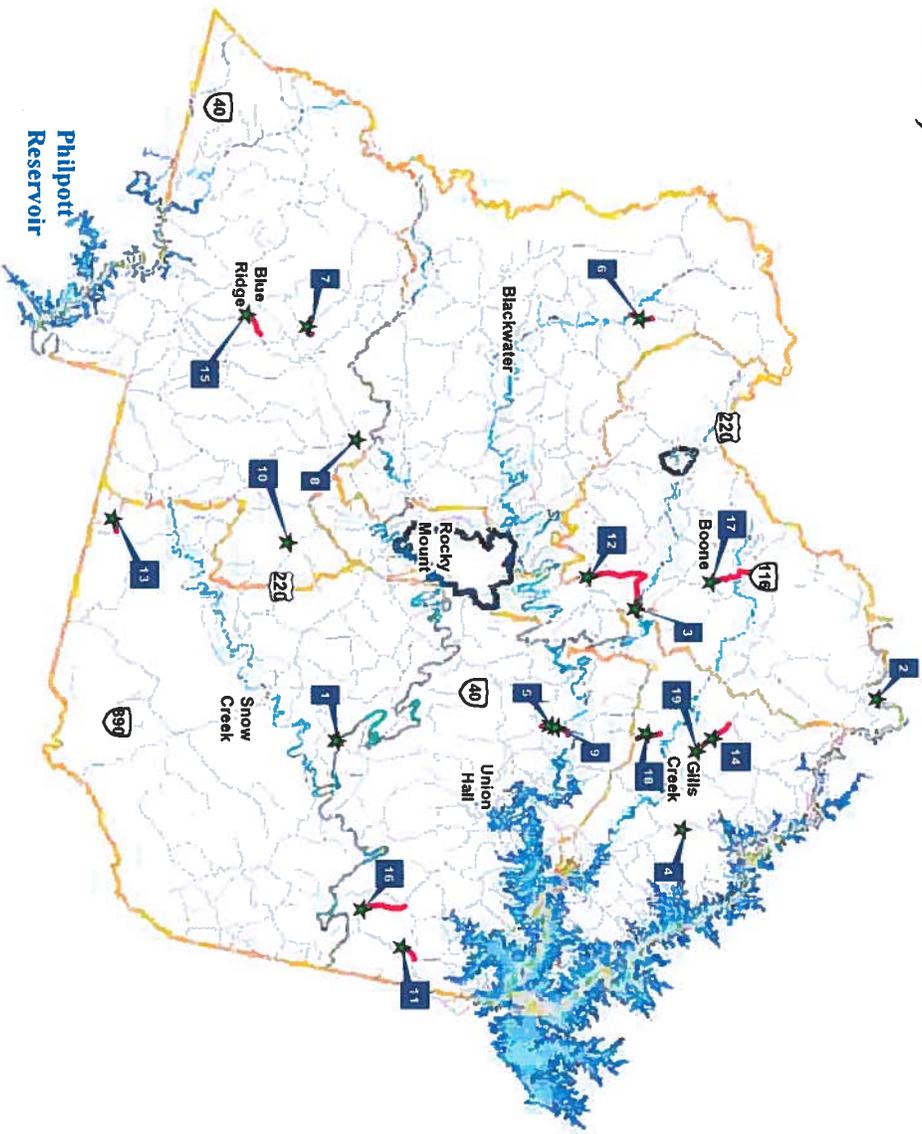
RECOMMENDATION:

Staff respectfully requests that the Board of Supervisors to adopt by resolution the FY2014-2109 Secondary Six Year Plan (SSYP).

Franklin County Six Year Secondary Highway Improvements (FY 2014 - 2019)

Legend

- ★ VDOT6YearPlanPoints
- 6 Year Plan Road Improvements
- Major Roads
- Roads
- Streams Major
- Town Centers
- Election Districts
- Lakes
- 13 Priority



Smith Mountain
Lake



Date: 6/13/2013

Path: Q:\Working\GIS\planing\Six_Year_Secondary_Hwy_Improvements\Six_Year_Secondary_Hwy_Improvements(2014-2019) (Final).mxd



PUBLIC NOTICE

In accordance to Section 33.1-70.01 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

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"ALL REQUESTS FOR REASONABLE ACCOMMODATIONS DUE TO A DISABILITY SHOULD BE MADE TO SHARON K. TUDOR WITH AT LEAST A 48 HOUR NOTICE."

Sharon K. Tudor, MMC, Clerk
Franklin County Board of Supervisors

FRANKLIN NEWS POST:

Please publish in your Friday, June 7 & 14, 2013 editions.

CATHY THURMAN: Please place on the County's web page under In the Spotlight!!!!!!!!!!

THANKS SO MUCH!!!!!!!!!!!!!!!!!!!!!!!!!!!!

Secondary System
Franklin County
Construction Program
Estimated Allocations

| Fund | FY2014 | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | Total |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| CTB Formula - Unpaved State | \$19,909 | \$166,674 | \$252,521 | \$289,421 | \$289,421 | \$289,421 | \$1,307,367 |
| Formula Secondary State | \$0 | \$0 | \$0 | \$255,356 | \$318,957 | \$385,775 | \$960,088 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$42,634 | \$53,253 | \$64,409 | \$160,296 |
| TeleFee | \$150,942 | \$157,476 | \$157,476 | \$157,476 | \$157,476 | \$157,476 | \$938,322 |
| Residue Parcel | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$170,851 | \$324,150 | \$409,997 | \$744,887 | \$819,107 | \$897,081 | \$3,366,073 |

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2014-15 through 2018-19

| Job/Item # | Road Name | Estimated Cost | Previous Funding | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | | | Balance to complete | Traffic Count Scope of Work FHWA # Comments | |
|-------------------------------|---|-------------------|------------------|-----------------------------|-----------------------------------|---------|---------|-------------|---------|---------|-----|-----|---------------------|---|---|
| | | | | | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | | | | | |
| 1,0718 | COLONIAL TURNPIKE | PE \$716,950 | \$1,624,142 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| 5471 | 071803334 | RW \$208,529 | \$365,956 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| AAP CONTRACT | RTE 718 - BRIDGE REPLACEMENT | CONV \$4,293,342 | \$1,990,098 | \$3,228,723 | \$0 | \$0 | \$0 | \$1,192,166 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,036,557 | |
| R/STP STP | APPROACHES & BRIDGE OVER PIGG RIVER | Total \$5,218,821 | | | | | | | | | | | | | |
| IN PLAN, FED- ID, SECONDARY | | | | | | | | | | | | | | | |
| 301.00 | | 11/12/2019 | | | | | | | | | | | | | |
| L0634 | HARDY FORD BRDG | PE \$207,286 | \$646,215 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| 3890 | 0634033349 | RW \$27,655 | \$271,959 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| AAP CONTRACT | RTE 634 - FRANKLIN CO. APPROACH TO HARDY FORD BRIDGE | CONV \$1,486,673 | \$918,174 | \$803,440 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$803,440 | Bridge and approach allocations are funded 50 / 50 % with Bedford County. |
| TP | | Total \$1,721,614 | | | | | | | | | | | | | |
| SECONDARY - ONE EARING DESIGN | AT SMITH MOUNTAIN LAKE (GOES W/ID 58865 & 62650; ACTIVITIES ON 62650) | | | | | | | | | | | | | | |
| 102.00 | | 9/13/2016 | | | | | | | | | | | | | |
| .0687 | ALEAN ROAD | PE \$330,000 | \$270,425 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| 934 | 0687033701 | RW \$0 | \$1,114,687 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| VAP CONTRACT | RTE 687 - REPLACE EXISTING ONE-LANE BRIDGE | CONV \$1,034,611 | \$1,385,112 | (\$20,501) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | (\$20,501) | Bridge Replacement w/o Added Capacity |
| ROS | 0.01 MI. NORTH ROUTE 691 | Total \$1,364,611 | | | | | | | | | | | | | |
| nirum Plan | 0.70 MI. SOUTH ROUTE 689 | | | | | | | | | | | | | | |
| 03.00 | | 4/10/2012 | | | | | | | | | | | | | |
| .0616 | Scruggs Road | PE \$67,843 | \$378,212 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| 277 | 0616033727 | RW \$48,100 | \$67,626 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| VAP CONTRACT | RTE 616 - CONSTRUCT RIGHT TURN LANE AT INT. RTE. 122 | CONV \$342,281 | \$445,838 | \$12,386 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$12,386 | Reconstruction w/ Added Capacity |
| P | Intersection of Route 122 | Total \$458,224 | | | | | | | | | | | | | |
| nirum Plan | 0.12 miles south of intersection of Route 122 | | | | | | | | | | | | | | |
| 04.00 | | 7/7/2016 | | | | | | | | | | | | | |
| 0.1 | | | | | | | | | | | | | | | |
| 0839 | Greenhouse Road | PE \$110,000 | \$410,787 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| 432 | 0839033742 | RW \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | |
| AP CONTRACT | RTE 899 - SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING) | CONV \$300,787 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | Resurfacing |
| Plan | Intersection of Rte 671 | Total \$410,787 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 16005 |
| 35.00 | 0.312 Miles North of Rte 671 | 5/28/2013 | | | | | | | | | | | | | |
| 0.3 | | | | | | | | | | | | | | | |

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

| Road Approval Date | Road Name | Estimated Cost | 2014-15 through 2018-19 | | | | | | | | | | Balance to complete | Traffic Count | | | | | | | | | | |
|--------------------|---|---|-------------------------|-----------------------------|-----------------------------------|-----------|-----------|----------|---------|---------|---------|---------|---------------------|---------------|---------|---------|---------|---------|---------|---------|---------|---------------------------------------|----------|--|
| | | | Previous Funding | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | | | | | | | | | | | | | | |
| Project # | Description | Ad Date | SSYP Funding | Other Funding | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | 2029-30 | FHWA # | Comments | |
| 0744 | Webster Corner Road | PE \$60,796 | \$420,062 | \$0 | \$14,815 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | Resurfacing | | |
| 459 | RTE 744 SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING) | RW \$0 CON \$374,081 Total \$434,877 | \$0 | \$420,062 | \$14,815 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 16005 | | |
| 0600 | Intersection of RTE 643 | 2/20/2015 | | | | | | | | | | | | | | | | | | | | | | |
| 0748 | Ferrum School Road | PE \$38,461 | \$181,149 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | Resurfacing | | |
| 460 | RTE 748 - SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING) | RW \$0 CON \$192,006 Total \$230,467 | \$0 | \$181,149 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 16005 | | |
| 0700 | 0.1 Mi. S. Rte 40 | 2/20/2015 | | | | | | | | | | | | | | | | | | | | | | |
| 0927 | Iron Bridge Road | PE \$404,387 | \$24,735 | \$1,500,569 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | Bridge Replacement w/o Added Capacity | | |
| 089 | RTE 927 - BRIDGE REPLACEMENT (STR. 6358) | RW \$39,723 CON \$1,734,038 Total \$2,178,148 | \$1,500,569 | \$1,525,304 | \$652,844 | \$652,844 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 16011 | | |
| 0800 | Intersection of Route 864 | 10/9/2012 | | | | | | | | | | | | | | | | | | | | | | |
| 0936 | GREENHOUSE RD | PE \$50,000 | \$0 | \$0 | \$19,909 | \$166,674 | \$252,521 | \$75,896 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 286 | | |
| 1251 | RTE 936 GREENHOUSE ROAD - RURAL RUSTIC | RW \$25,000 CON \$440,000 Total \$515,000 | \$0 | \$0 | \$19,909 | \$166,674 | \$252,521 | \$75,896 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | Resurfacing | | |
| 0900 | Intersection of Route 40 | 7/31/2015 | | | | | | | | | | | | | | | | | | | | | | |
| 0929 | BRIAR MOUNTAIN RD | PE \$25,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 282 | | |
| 1257 | RTE 929 BRIAR MOUNTAIN RD - RURAL RUSTIC | RW \$20,000 CON \$287,000 Total \$332,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | Resurfacing | | |
| 1000 | END STATE MAINTENANCE | 7/31/2017 | | | | | | | | | | | | | | | | | | | | | | |

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

Board Approval Date: 2014-15 through 2018-19

| PMS ID accomplishment type of Funds type of Project priority # | Road Name Project # Description FROM TO Length | Estimated Cost Ad Date | Previous Funding SSSYP Funding Other Funding Total | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | | | | | Balance to complete | Traffic Count Scope of Work FHWA # Comments |
|--|---|---|--|-----------------------------------|--|--|--|--|---|--|---|--------------------------------|--------------------------------|-----------------------------|------------------------|--|
| | | | | | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | | | | | | |
| 10981 4258 AAP CONTRACT | EDWARDS ROAD 0981033787 RTE 981 EDWARDS RD - RURAL RUSTIC END STATE MAINTENANCE RTE660 MORGANS FORK RD 0.6 | PE \$25,000 RW \$15,000 CON \$162,500 Total \$202,500 6/30/2018 | \$0 \$0 \$0 Total \$0 | \$202,500 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$170,946 \$0 \$170,946 Total \$170,946 | \$31,554 \$0 \$31,554 Total \$31,554 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | 229 Resurfacing 16005 | | |
| 10691 4280 AAP CONTRACT | BONBROOK RD 0691033788 RTE 691 BONBROOK RD RURAL RUSTIC .9 MI E OF BONBROOK MILL RD RTE 687 ALEAN RD 0.6 | PE \$25,000 RW \$15,000 CON \$235,000 Total \$275,000 12/1/2019 | \$0 \$0 \$0 Total \$0 | \$275,000 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$257,867 \$0 \$257,867 Total \$257,867 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | 200 Resurfacing 16005 | | | |
| 0719 4281 AAP CONTRACT | FAWNDALE RD 0719033789 RTE 719 FAWNDALE RD RURAL RUSTIC .02 MI E OF RTE 609 .47 MI E RTE 609 0.5 | PE \$20,000 RW \$10,000 CON \$135,000 Total \$165,000 4/30/2014 | \$40,000 \$0 \$0 Total \$40,000 | \$125,000 | \$51,720 \$0 \$0 Total \$51,720 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | 58 Resurfacing 16005 | | | |
| 1300 0683 AAP CONTRACT | OLD BROOK RD 0683033790 RTE 683 OLD BROOK RD RURAL RUSTIC RTE 634 HARMONY SCHOOL RD DEAD END 0.1 | PE \$5,000 RW \$5,000 CON \$32,000 Total \$42,000 4/30/2014 | \$0 \$0 \$0 Total \$0 | \$42,000 | \$42,000 \$0 \$0 Total \$42,000 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | 69 Resurfacing 16005 | | | |
| 0865 1263 AAP CONTRACT | TIMBERLINE RD 0865033791 RTE 865 TIMBERLINE RD RURAL RUSTIC RTE 778 .35 MI E OF RTE 781 1.7 | PE \$20,000 RW \$15,000 CON \$455,000 Total \$490,000 9/30/2015 | \$0 \$0 \$0 Total \$0 | \$490,000 | \$2,407 \$0 \$2,407 Total \$2,407 | \$117,476 \$0 \$117,476 Total \$117,476 | \$114,976 \$0 \$114,976 Total \$114,976 | \$157,610 \$0 \$157,610 Total \$157,610 | \$97,531 \$0 \$97,531 Total \$97,531 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | \$0 \$0 \$0 Total \$0 | 67 Resurfacing 16005 | | | |

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

Board Approval Date: 2014-15 through 2018-19

| PMS ID | Project # | Description | Estimated Cost | Previous Funding | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | | | Balance to complete | Traffic Count Scope of Work FHWA # Comments |
|--------|-----------|---------------------------------|--|-------------------------------|-----------------------------|-----------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-------------|--|---|
| | | | | | | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | | | | |
| 14007 | 1204007 | COUNTYWIDE TRAFFIC SERVICES | PE \$0 RW \$0 CON \$250,000 Total \$250,000 | \$366,984 \$0 \$366,984 | (\$116,984) | \$35,000 \$0 \$35,000 | \$30,000 \$0 \$30,000 | \$30,000 \$0 \$30,000 | \$30,000 \$0 \$30,000 | \$30,000 \$0 \$30,000 | \$30,000 \$0 \$30,000 | \$30,000 \$0 \$30,000 | (\$301,984) | 0 Safety 16021 TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS-- | |
| 99.99 | | VARIOUS LOCATIONS IN COUNTY | 3/1/2011 | | | | | | | | | | | | |
| 4005 | 1204005 | COUNTYWIDE ENGINEERING & SURVEY | PE \$0 RW \$0 CON \$250,000 Total \$250,000 | \$27,587 \$0 \$27,587 | \$222,413 | \$5,000 \$0 \$5,000 | \$10,000 \$0 \$10,000 | \$10,000 \$0 \$10,000 | \$10,000 \$0 \$10,000 | \$10,000 \$0 \$10,000 | \$10,000 \$0 \$10,000 | \$10,000 \$0 \$10,000 | \$167,413 | 0 Preliminary Engineering 16015 MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK. | |
| 99.99 | | VARIOUS LOCATIONS IN COUNTY | 3/1/2011 | | | | | | | | | | | | |
| 4008 | 1204008 | COUNTYWIDE RIGHT OF WAY ENGR. | PE \$0 RW \$0 CON \$250,000 Total \$250,000 | \$25,000 \$0 \$25,000 | \$225,000 | \$0 \$0 \$0 | \$0 \$0 \$0 | \$2,500 \$0 \$2,500 | \$2,500 \$0 \$2,500 | \$2,500 \$0 \$2,500 | \$2,500 \$0 \$2,500 | \$2,500 \$0 \$2,500 | \$215,000 | 0 Right of Way 16016 USE WHEN IMPRACTICAL TO OPEN A PROJECT. ATTORNEY FEES and ACQUISITION COST. | |
| 0343 | | VARIOUS LOCATIONS IN COUNTY | 1/30/2011 | | | | | | | | | | | | |
| 99.99 | | VARIOUS LOCATIONS IN COUNTY | 1/30/2011 | | | | | | | | | | | | |

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | | |
|--|---------------------------------------|----------------------------|
| <u>AGENDA TITLE:</u> | <u>AGENDA DATE</u> | <u>ITEM NUMBER:</u> |
| Surplus Property | June 18, 2013 | |
| <u>SUBJECT/PROPOSAL/REQUEST:</u> | <u>CONSENT AGENDA:</u> Yes | |
| Request Board of Supervisors to declare property as "surplus" and available for re-allocation/ and or sale | <u>ACTION:</u> Yes | |
| <u>STAFF CONTACT(S):</u> | <u>ATTACHMENTS:</u> No | |
| Messrs. Huff, Thurman, Boyd | <u>REVIEWED BY:</u> <i>REH</i> | |

BACKGROUND:

In keeping with County Policy, the Board of Supervisors is requested to officially declare all property which is taken out of routine service as surplus.

Due to the decline in interest for the ceramics program and maintenance expenditures, the Aging department requests to declare all inventory items relating to the ceramics program as surplus.

DISCUSSION:

The following items relating to the ceramics program are requested to be surplus:

- 2 firing kilns with sitters, shelves, stilts and various cones
- All ceramic figurines
- All paints, glazes and finishes

RECOMMENDATION:

Staff respectfully requests that this list of items be declared surplus and authorization to dispose of them in the best interest of the County.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

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|---|---|
| <p><u>AGENDA TITLE:</u> Request to Surplus Old Tan Class A Uniform Pants</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> The Sheriff's Office has accumulated numerous pairs of Tan Uniform Pants.</p> <p>The Sheriff's Office requests permission to list these pant on Gov. Deals and attempt to sell them to another agency.</p> | <p><u>AGENDA DATE</u> June 18, 2013 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ATTACHMENTS:</u></p> |
| <p><u>STAFF CONTACT(S):</u> Messrs. Huff & Sgt. Tatum</p> | <p><u>REVIEWED BY:</u> <i>RET</i></p> |

BACKGROUND:

In January 2013 the Sheriff decided to change the color of Class A uniform pants worn by the Sheriff's Office. The Sheriff's Office decided to go with the Elbeco Dark Brown Class A Pants. The pants selected are stain and water resistant and have a longer use rating. By changing to the Dark Brown Pants, the Sheriff's Office recalled all the issued Tan Pants from the Deputies. Once all the Tan Pants were collected we accumulated 300 pair of Tan Pants. The sizes range from 32 waist to 48 waist. The brand names of the Tan Pants varies from four different companies.

DISCUSSION:

The Sheriff's Office requests permission to list these items as surplus and to list them on Gov. Deals in an attempt to find a buyer for them. If a buy is not found, the Sheriff's Office requests permission to dispose of these items appropriately.

RECOMMENDATION:

The Sheriff's Office would like the opportunity to sell these items on Gov. Deals. If a buyer is not found within 90 days the Sheriff's Office would ask to be able to dispose of the items to reduce the amount of storage space needed to keep these pants in storage.

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | | |
|---|--|----------------------------|
| <u>AGENDA TITLE:</u> Public Hearing Concerning an Application for Franklin County-Rocky Mount Enterprise Zone Designation | <u>AGENDA DATE:</u> June 18, 2013 | <u>ITEM NUMBER:</u> |
| <u>SUBJECT/PROPOSAL/REQUEST</u> Review potential Enterprise Zone designated parcels and incentives and approve submittal of application | <u>ACTION:</u> | <u>INFORMATION:</u> |
| <u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u> | <u>CONSENT AGENDA:</u> <u>ACTION:</u> Public Hearing | <u>INFORMATION:</u> |
| <u>STAFF CONTACT(S):</u> Messrs. Huff, Burnette | <u>ATTACHMENTS:</u> | |
| | <u>REVIEWED BY:</u> <i>REH</i> | |

BACKGROUND:

The Virginia Enterprise Zone (VEZ) program is a partnership between state and local government that encourages job creation and private investment. VEZ accomplishes this by designating Enterprise Zones throughout the state and providing two grant-based incentives, the Job Creation Grant (JCG) and the Real Property Investment Grant (RPIG), to qualified investors and job creators within those zones, while the locality provides local incentives. Franklin County has never had a VEZ designated area while the Town of Rocky Mount has a Zone that expires on December 31, 2013. Since the Town received its designation twenty years ago, changes to the program have eliminated the Town's ability to reapply for a Zone and requires that they fall under a County application. Therefore, an application for a Zone that encompasses parts of Franklin County and the Town of Rocky Mount has been created.

DISCUSSION:

Designation as a VEZ has been a boon for numerous communities within the state for decades. Having a Zone means that a business locating or expanding in a Zone can receive substantial state and local incentives that they cannot receive in a non-VEZ area. For larger projects, this can mean hundreds of thousands of dollars and can be the deciding factor when two communities are in close competition. A County zone, if approved, would be in place for twenty years with the opportunity to apply for renewal. The total acreage such a zone could include is 3,840 which encompasses both the Town and County areas. Enterprise Zone designations are awarded after a lengthy application process and only a select few become available each year as older zones reach the end of their twenty-year life. The designation and the application are geared towards areas of economic hardship, such as communities with high unemployment rates. Franklin County's distress score is extremely low due to the low unemployment and

higher incomes found in the area. For this reason, successfully obtaining one of the four available zones this year will be difficult. However, if unsuccessful this year, the County can continue to reapply as more Zones become available in the coming years.

The area initially selected for designation within the Zone includes generally the same parcels that are currently within the Town of Rocky Mount's VEZ. The area in Town is approximately 864 acres in total. The proposed County Zone stretches generally along U.S. 220 from the Franklin County Commerce Center to an area between Rocky Mount and Boones Mill. It also takes in the Route 40 West area between the Town limits at the former 84 Lumber Building and Six Mile Post Road. Properties in these sections were identified due to the fact that they already housed businesses, were zoned business/commercial, were in the Route 220 Overlay, or had above average potential to one day be attractive business property. The County portion of the acreage would be approximately 2,262 acres. Taken together, the Town and County acreage would equal about 3,126 acres, leaving approximately 714 acres for future designation in other areas of the community.

An applicant community must also adopt a set of local incentives for use exclusively with new and expanding businesses within the zone. After review of local incentives by communities around the state and analysis of these and new ideas, a list of eight targeted, cost-effective local incentives have been proposed. These include:

- Building Permit and Zoning Fee Waivers
- Rehabilitated Real Estate Tax Exemption
- Accelerated Local Permitting
- Below Fair Market Value Sale of County-Owned Industrial Park Property
- Transfer Station Tipping Fee Reduction
- Broadband Liaison Connection Assistance
- Water / Sewer Tap Fee Reduction
- Local Employee Search Assistance

Though not required, the Town of Rocky Mount will also provide common-sense local incentives that will closely mirror those that have been provided during its previous Enterprise Zone term.

The application for designation must be submitted by June 28, 2013. County and Town staff have been working to complete the application and mapping for review by the Town Council and Board of Supervisors. The required June 18, 2013 public hearing by the Franklin County Board of Supervisors will give the public the opportunity to express support and concerns related to the application, the designated parcels, and the proposed incentives. Board members will also have the chance to make changes to these proposals as the Board wishes. It is hoped that after the public hearing and any changes that result from it, the Board will be able to adopt the zone boundaries and incentives and approve submission of them in an application to the Department of Housing and Community Development for an Enterprise Zone for the County and Town of Rocky Mount.

RECOMMENDATION:

County staff respectfully asks the Board to listen to public comment at the public hearing and then adopt or change the proposed Zone boundaries and incentives as they desire. Finally, to approval the submission of a designation application to the Department of Housing and Community Development.

PUBLIC NOTICE
ENTERPRISE ZONE APPLICATION

The Franklin County Board of Supervisors, will hold a public hearing on **Tuesday, June 18, 2013** at approximately 6:00 P.M. in the Board Room of the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, VA 24151 to solicit input on the proposed Enterprise Zone Application to the Virginia Department of Housing and Community Development due on Friday, June 28, 2013. The proposed zone boundaries and incentives will be available for discussion at the meeting. All interested citizens are urged to attend. Maps of the proposed zone and the proposed incentives are available for review between 8:30AM and 5:00PM at the Franklin County Administration Office, Suite 112, Franklin County Government Center, 1255 Franklin Street, Rocky Mount, VA 24151. For additional information, contact Michael Burnette, Franklin County Director of Economic Development, at the above address or by calling 540.483.3030. If you plan to attend and have any special needs requirements, please call 540.483.3030.



Sharon K. Tudor, MMC
Clerk
Franklin County Board of Supervisors

FRANKLIN NEWS POST:

Please publish on Wednesday, June 5 & 12, 2013 editions

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | | |
|---|--|----------------------------|
| <u>AGENDA TITLE:</u> Bad Check Fee | <u>AGENDA DATE:</u> June 18, 2013 | <u>ITEM NUMBER:</u> |
| | <u>ACTION:</u> Yes | <u>INFORMATION:</u> |
| <u>SUBJECT/PROPOSAL/REQUEST:</u> Request of the Board to hold a public hearing at the June Board of Supervisors meeting to amend County Code Section 2-5. | <u>CONSENT AGENDA:</u> | |
| | <u>ACTION:</u> | <u>INFORMATION:</u> |
| <u>STAFF CONTACT(S):</u> Messrs. Huff, Copenhaver, Mrs. Messenger | <u>ATTACHMENTS:</u> Yes | |
| | <u>REVIEWED BY:</u> <i>REH</i> | |

BACKGROUND:

County code section 2-5 currently allows the Treasurer to charge \$20.00 for the uttering, publishing or passing of any check or draft to the County for any payment, which check or draft is subsequently returned for insufficient funds or because there is no account or the account has been closed.

DISCUSSION:

State Code section 15.2-106 allows the fee for a returned check to be an amount not to exceed \$50.00. The attached amended ordinance would raise the fee charged by the County for a bad check from \$20.00 to \$35.00. The \$35.00 covers the time involved by the Treasurer's office to process a returned check. Several larger localities around the state are charging the maximum amount allowed by law but the majority of those surveyed are charging \$35.00.

RECOMMENDATION:

Staff respectfully requests the Board to consider adoption of the amended ordinance after completion of the public hearing.

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, June 18, 2013**, in the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the following proposed amendment to **Section 2-5** of the Franklin County Code:

SEC. 2-5. - FEE FOR PASSING BAD CHECK TO COUNTY.

A fee of ~~twenty dollars (\$20.00)~~ **thirty-five (\$35.00)** shall be charged by the county for the uttering, publishing or passing of any check or draft to the county for payment of taxes or any other sums due the county, which check or draft is subsequently returned for insufficient funds or because there is no account or the account has been closed.

A complete copy of the proposed ordinance amendment is available in the Finance Office, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia 24151.

All requests for reasonable accommodations due to a disability should be made to Sharon K. Tudor, MMC, Clerk with at least a 48 hour notice.

All interested parties are encouraged to attend.

~~Deleted Language~~

Amended Language



SHARON K. TUDOR, MMC, CLERK
FRANKLIN COUNTY BOARD OF SUPERVISORS

FRANKLIN NEWS POST

PLEASE PUBLISH IN YOUR **FRIDAY, JUNE 7 & 14, 2013** EDITIONS.

SEC. 2-5. - FEE FOR PASSING BAD CHECK TO COUNTY.

A fee of ~~twenty dollars (\$20.00)~~ *thirty-five (\$35.00)* shall be charged by the county for the uttering, publishing or passing of any check or draft to the county for payment of taxes or any other sums due the county, which check or draft is subsequently returned for insufficient funds or because there is no account or the account has been closed.

(Ord. of 8-18-82)

*State law reference— Authority for above section,
Code of Virginia, § ~~15.1-29.4.~~ §15.2-106*

~~Deleted Language~~

AMENDED LANGUAGE:

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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|--|---|
| <p><u>AGENDA TITLE:</u> Potential for Planning Grant Development for Community Improvements in the Ferrum Area, Blue Ridge District</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Discuss potential grant components and sources, along with needed steps to consider in potential planning grant development</p> <p><u>STAFF CONTACT(S):</u> Mr. Huff; and Ferrum College and Ferrum Water Authority consultant, Chris Fewster</p> | <p><u>AGENDA DATE:</u> June 18, 2013 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> X <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Yes</p> <p><u>REVIEWED BY:</u> <i>REK</i></p> |
|--|---|

BACKGROUND: The Village of Ferrum has been a growth node in Franklin County, experiencing population growth and economic improvement over the past 10 years. Ferrum College has grown from 850 students to 1,500 students and it has created over 100 new supporting jobs. The population of the village has grown in sync with the County (almost 20%, or by 812 from 4,368 in 2000 to 5,180 in 2010). The village represented about 9% of the County's total growth of 8,873 (47,286 in 2000 to 56,159 in 2010).

The County has previously undertaken a Community Development Block Grant (VA-DHCD) to address neighborhood and housing improvements in Ferrum (2003-04). In 2004, it also undertook a TEA-21 pedestrian enhancement project to build needed sidewalks and pedestrian bridges along the major arterial (Route 40). Needed pedestrian improvements to Sheriff Shively Bridge were not addressed at the time due to budgetary limitations. In 2011, the County again sought TEA-21 funds for the bridge work and sidewalks but was not given the VDOT grant. This initiative is an opportunity to use the work done earlier to move the rest of the desired improvements forward.

The growing population in the Ferrum area brings with it the need for public safety and public infrastructure improvements to accommodate the increased use of public infrastructure and to encourage continuing economic viability.

DISCUSSION:

1) **Community Development Block Grant Planning Grant:** Several capital and planning needs may be

evaluated in a planning grant, if secured from the VA Department of Housing and Community Development (DHCD). The planning grant must be filed with VA-DHCD by September 30, 2013. The improvements and planning for which funding sources are possible may then be included in a later CDBG funding application, due at the end of March 2014.

2) **Potential Boundaries:** The project's focus is on the village and areas immediately adjacent. A potential project boundary stretches from the east at Nolen Heights westward along Route 40 through Ferrum to Turners Creek Road and north along the boundary of the college, and the south along King Richard and Ingramville Roads. Within these bounds are areas of needed upgrades in utilities and pedestrian facilities, as well as potential commercial upgrades. Any potential housing rehab concerns require analysis during the planning phase.

3) **County Actions to Proceed**—The steps which would lead to filing a planning grant are listed on the attached **Exhibit 1**. These include project endorsement for development of a planning grant, writing a letter of interest to the VA-Department of Housing and Community Development (VA-DHCD), holding planning meetings with the citizens, writing a planning grant which requires Board review and approval, and administering the planning grant if awarded. Should the planning grant be approved, the planning grant budget would be a \$30,000 CDBG grant, and contributions of in-kind and cash amounts, totaling an anticipated \$50,000. The County's contribution to the planning grant is estimated at \$7,500, which would include project planning and management staffing. Other contributing agencies are the West Piedmont Planning District Commission (WPPDC), Ferrum Water and Sewage Authority (FWSA), and Ferrum College. Unless the County writes and administers the planning grant and any eventual Community Development Block Grant, additional outside project administration services will be necessary.

In order to write a planning grant application, there are preplanning costs, involving largely community outreach, analysis of existing information on project components and partners, and production of a planning grant application. This is anticipated at \$10,000 of which \$5,000 would be a County contribution, and the remainder from the College and FWSA (**Exhibit 2**).

While the County Administrator serves as the Grant Administrator in all CDBG projects, a County project manager is needed to write the grants and administer the project. The Board may consider establishing a contracted or part-time/temporary position for the purposes of this project, and authorize the County Administrator to proceed to fill this position. An engineering firm involved in the project work is not authorized by DHCD to administer the project. This function needs to be either another consulting firm or a County staffer (either contracted, or a fulltime or part-time/temporary, with the latter recommended if the Board wishes to develop this function as in-house staff). The West Piedmont PDC looks forward to helping the project planning, excluding providing the grant writing and administration.

4) **Project Components:** All elements of the project must be verified during the planning grant process, but some of the anticipated project components include (a) a pedestrian bridge over the railroad in Ferrum, (b) water/sewer improvements, (c) sidewalks and crosswalks, (d) downtown improvements, and (e) perhaps housing rehab. The housing component requires community discussion and fieldwork to determine need. Without housing, up to \$1 million in CDBG grant is possible. With housing, up to \$1.4 million is possible. One possible outcome of the planning grant process is a finding that the rehab needs were met in the former CDBG project in Ferrum.

5) **Potential Partners:** The Board may elect to provide staff to write the planning grant and, if received, administer it; or this may be contracted with a project partner or outside project administrator. Several planning partners have been identified to team with the County to conduct the planning process and assist development of a planning grant.

Besides providing supporting project funds, Ferrum Water and Sewage Authority is developing a Capital Improvements Plan to identify needed water and sewer utility improvements. The West Piedmont Planning District Commission (WPPDC) will assist with data development, field work, community meetings and outreach. Along with supporting project funds, Ferrum College will provide assistance in developing overall physical planning

components in the village. Other agencies whose knowledge, experience, or help may be solicited regarding particular project components, or funding, or permits are VA Department of Transportation, housing agencies, Norfolk-Southern Railroad, the Tobacco Fund, and U.S. Rural Development. In addition, outreach to and comments from the citizens and businesses will help to guide and inform the planning process.

6) **Funding**—There are 3 phases of funding need: preplanning, the planning grant, and the final CDBG project.

Funding sources for an eventual CDBG project would be identified and confirmed during the planning grant process. The County has been encouraged to apply for VDOT revenue sharing funds for the bridge and sidewalks improvements project.

The preplanning phase, during which the planning grant application is developed by the County, relies on existing consulting contracts in place, in-kind assistance from the planning partners, and a part-time temporary or contracted project manager for the County if available. The County would be anticipated to provide staff as needed, overhead, and documents production. Costs for this phase are estimated in **Exhibit 2**. The County's share is anticipated to be \$5,000 with the remainder funded by FWSA and the College.

The planning grant would be in the amount of \$30,000 if awarded by VA-DHCD. A proposed planning grant budget is shown in **Exhibit 3**. It is anticipated that a total planning grant budget of \$50,000 would be required, and this amount is contingent on whether a housing rehab analysis is conducted. It appears that the County would be called upon to provide \$7,500; Ferrum Authority and Ferrum College would provide \$5,000 and \$7,500 respectively, and West Piedmont Planning would provide in-kind assistance.

The budget for the CDBG project that is defined through the planning process will be determined during the planning phase, and it will be brought back to the Board as the scope is further defined in the planning phase.

To summarize County funding participation needs, the following are estimates:

Preplanning Grant Application Submittal: County = \$5,000
Authority = \$3,000
College = \$2,000

Planning Grant Implementation (if awarded): County = \$7,500
Authority = \$5,000
College = \$7,500
CDBG = \$30,000

RECOMMENDATION: It is recommended that the Board review the report of the staff regarding the development of a planning grant for the Ferrum area to address community improvement needs.

Should the Board wish to develop a planning grant application by September 2013, and in order to allow planning to move forward, it is recommended that the Board:

1) Authorize the County Administrator to submit a Letter of Interest in making application for a planning grant and eventual project grant to the Virginia Department of Housing and Community Development on behalf of community improvements for the Ferrum area.

2) Authorize the County Administrator to proceed to develop a planning team to produce a planning grant application to the Virginia Department of Housing and Community Development for the Ferrum Area of the County with Board of Supervisors approval for submission prior to September 30, 2013.

3) Authorize the County Administrator to hire a contracted or temporary/part-time project manager to undertake the writing of a planning grant and a later project grant to fund and accomplish the community improvement needs

of a pedestrian bridge over the railroad tracks in Ferrum, water and sewer improvements, sidewalks and crosswalks, downtown improvements, housing rehab if indicated, and appropriate grant and project administration.

4) Authorize the project planning team to advertise and hold community meetings as appropriate for the project planning process, and to proceed with such fieldwork and analysis as needed to provide project information for the production of the planning grant.

5) Authorize the County Administrator to spend up to \$5,000 for the preplanning phase of the planning grant process for the production of a planning grant application and be authorized to request funding from planning partners as needed. Funds would be requested to be carried over from the current year's Planning Professional Services budget.

6) Authorize the County Administrator to return to the Board of Supervisors for approval of a planning grant application for Community Improvements in the Ferrum Area and the County's amount of required funding contribution.

Attachments (3 exhibits and 2 maps)

**EXHIBIT 1. UPCOMING STEPS TO ALLOW CONSIDERATION OF A CDBG
COMMUNITY IMPROVEMENTS PROJECT FOR THE FERRUM AREA OF THE COUNTY**

1. **BOARD OF SUPERVISORS ENDORSEMENT OF PROJECT PLANNING**, holding public meetings and planning grant development with potential partnering agencies, with use of County staff and offices (Economic Development, Tourism, Public Works, Finance, Administration); and submission of Letter of Interest in applying for planning and project grants to VA-Department of Housing and Community Development. **TIMING: June 18th, 2013 if the Board is ready to proceed.**
 2. **EXPLORATORY AND PLANNING MEETINGS** with potential partners, funding and permitting entities such as VA-Department of Housing and Community Development, West Piedmont Planning District Commission, Ferrum Water and Sewage Authority, Ferrum College, STEP, VA Department of Transportation, Norfolk-Southern, Tobacco Fund, USDA-Rural Development, and the County staff and representatives. The meetings would be held to assess and develop interest, scope, participation, and to seek funding or other assistance. **TIMING: June-September 2013.**
 3. **ADVERTISE AND HOLD COMMUNITY MEETINGS** to discuss the possible project and solicit input and comments from the residents and businesses of the affected area. In addition, individual contacts with residents and businesses to determine participation and needs is an essential component. **TIMING: 1 to 3 meetings beginning in July and running through the planning grant phase.**
 4. **WRITE A COMMUNITY DEVELOPMENT PLANNING GRANT APPLICATION.** **TIMING: July-August 2013.**
 5. **REQUEST BOARD OF SUPERVISORS APPROVAL OF THE PLANNING GRANT AND SUBMIT THE GRANT REQUEST** to the VA-DHCD by September 30, 2013. **TIMING: August-September 2013.**
 6. **ADMINISTER PLANNING GRANT** if approved. **TIMING: Fall 2013-Spring 2014.**
 7. **DEVELOP GRANT SUBMISSION FOR COMMUNITY DEVELOPMENT BLOCK GRANT** for the project based on the findings of the planning grant and subsequent analysis, and present to the Board of Supervisors. If approved, file the CDBG project grant submission by end of March 2014. **TIMING: Fall 2013-March 2014.**
- SEEK TO MEET THE ADDITIONAL UPCOMING IMPORTANT FUNDING DEADLINES** including:
- VDOT Revenue Sharing – early November 2014
 - Virginia Tobacco Indemnification & Community Revitalization Commission
 - Rural Development (USDA)
-

EXHIBIT 2. POTENTIAL FERRUM COMMUNITY IMPROVEMENTS PREPLANNING BUDGET

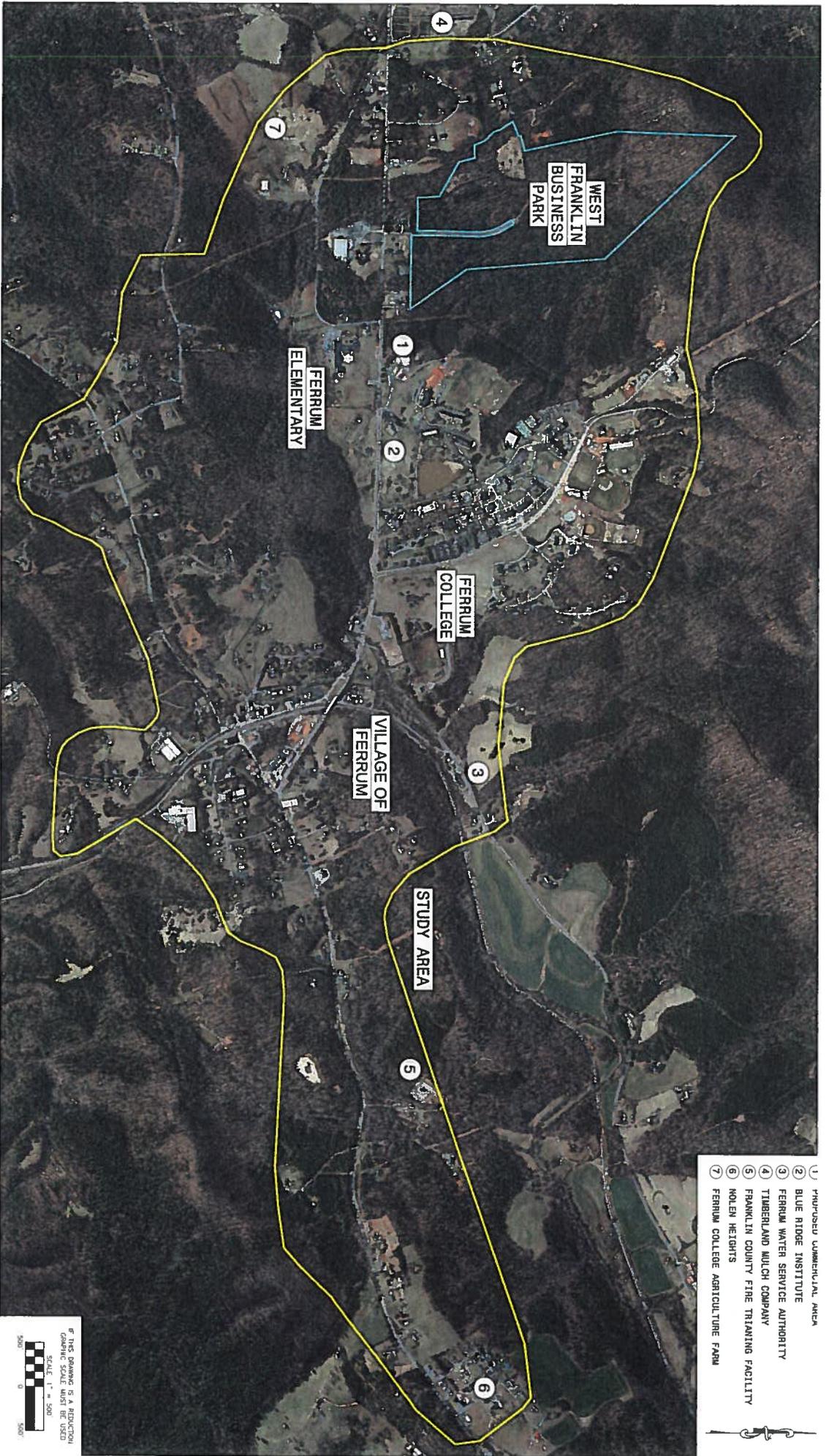
| <u>PLANNING ITEM</u> | <u>EST.COST (\$)</u> | <u>POTENTIAL SOURCES</u> | <u>STAFFING</u> |
|--|----------------------|--|--|
| 1. Planning Grant Writing | \$ 2,500 | County | County |
| 2. Grant Documents Production and Overhead (Telephone; Mailings) | 500 | County | County |
| 3. Community Outreach | 1,000 | County, WPPDC | County, Authority Engineer, WPPDC |
| 4. Housing Fieldwork Review | 500 | County; Housing Agencies, WPPDC | County, Housing Agencies, WPPDC |
| 5. Engineering and Mapping Exhibits | 2,000 | Authority | Authority, County |
| 6. Downtown Fieldwork Review | 500 | County, College, Authority | County, Authority Engineer, WPPDC, College |
| 7. Water/Sewer Fieldwork Review | 1,500 | Authority | County, Authority Engineer |
| 8. Bridge, Sidewalk, Crosswalk Fieldwork Review (inc. exhibits) | 1,500 | College, VDOT, Authority | County, VDOT, Authority, College |
| TOTAL ESTIMATES: \$10,000 | | County = \$5,000 Authority = \$2,000 College = \$3,000 | |

EXHIBIT 3. POTENTIAL FERRUM COMMUNITY IMPROVEMENTS PLANNING GRANT BUDGET

| <u>PLANNING ITEM</u> | <u>EST.COST (\$)</u> | <u>POTENTIAL SOURCES</u> | <u>STAFFING</u> |
|---|----------------------|--------------------------|---|
| 1. CDBG Grant Writing and Planning Grant Administration | \$10,000 | County, CDBG, College | Staff or Consultant |
| 2. Housing Analysis | \$12,500 | County; CDBG, WPPDC | County, WPPDC, Other Agencies, Rehab Consultant |
| 3. Preliminary Engineering of Bridge, Water/Sewer, Sidewalks and Crosswalks | \$17,500 | CDBG, College, Authority | Engineering Consultant |
| 4. Community Outreach | \$5,000 | CDBG, WPPDC, County | County, Engineering Consultant, Housing Consultant, WPPDC |
| 5. Downtown Improvement Analysis | \$5,000 | CDBG; College, Authority | County, Authority, College, Economic/Design Consultant |

TOTAL ESTIMATES = \$50,000

CDBG= \$30,000
 Authority = \$5,000
 College = \$7,500
 County = \$7,500



- 1) PHOTOGRAPHY COURTESY, AMICA
- 2) BLUE RIDGE INSTITUTE
- 3) FERRUM WATER SERVICE AUTHORITY
- 4) TIMBERLAND MOUND COMPANY
- 5) FRANKLIN COUNTY FIRE TRAINING FACILITY
- 6) NOLEN HEIGHTS
- 7) FERRUM COLLEGE AGRICULTURE FARM

IF THIS DRAWING IS A REDUCTION
 SCALE: 1" = 500'
 GRAPHIC SCALE MUST BE USED

FERRUM PLANNING GRANT STUDY



PROPOSED FERRUM COMMUNITY IMPROVEMENTS



FRANKLIN COUNTY
Board of Supervisors

7



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | | |
|---|--|---|
| <p><u>AGENDA TITLE:</u> Burnt Chimney Volunteer Fire Department renovation assistance.</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Renovations to Burnt Chimney Volunteer Fire Station/Assist with renovation expense/Approve one time CIP allocation to assist with foundation installation costs..</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal # 4.3</u> <u>Action Strategy:</u> Delivery of Fire and EMS services to citizens.</p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Hatcher</p> | <p><u>AGENDA DATE:</u> June 20, 2013</p> <p><u>ACTION:</u> Yes</p> <p><u>CONSENT AGENDA:</u> Yes <u>ACTION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> <i>RET</i></p> | <p><u>ITEM NUMBER:</u></p> <p><u>INFORMATION:</u></p> <p><u>INFORMATION:</u></p> |
|---|--|---|

BACKGROUND: The Burnt Chimney Volunteer Fire Department was formed in 1972 and serves a primary response area of 84 square miles in the Wirtz, Burnt Chimney, Hardy and Red Valley areas. The fire station is located at 7300 Booker T. Washington Highway near the intersection of Rt. 116 and Rt. 122. In April 2013 the fire department drafted plans for an addition to the rear of the fire station. The proposed addition will provide additional garage space to house large fire apparatus as well as a dayroom, bunkroom, and an ADA compliant restroom. Plans are to use the former dayroom as a community room and meeting room. With the planned renovations, leadership of the fire department states the current facility will be able to meet the needs of the community for the foreseeable future.

DISCUSSION: The Burnt Chimney Volunteer Fire Department responds to approximately 250 calls for service annually. The department consists of 30 active members. Burnt Chimney Fire Department also assists Red Valley Rescue Squad by providing additional manpower when EMS crews are understaffed and provides vehicle extrication services for motor vehicle crashes in the area. Burnt Chimney Fire Department is one of the county's leading fire departments in terms of call volume. Volunteerism has remained steady for the department and it is progressive in its firefighting tactics while response times are within the county standard. The current fire station was the department's original building that was designed to house fire engines that were manufactured for service in the 1970's. The station is capable of housing larger, more modern apparatus but does not offer enough space for firefighters to inspect and service the trucks and gear without parking the vehicles outside.

In the 2007 Fire and EMS station report presented to the Board of Supervisors, staff noted concerns that the building had difficulty in housing the current vehicle fleet assigned to the department. Another critical deficiency noted was the lack of a reliable water supply for the station. The station shares a water source with a neighboring commercial facility that utilizes a large amount of water during its operations. When the commercial facility was operating it caused the water pressure to decrease in the fire station to a point that firefighters and visitors were unable to use the restroom. The planned water line through the area will correct this situation.

The April 2013 planned expansion project was estimated to cost approximately \$40,000.00. Contractors found that during the foundation excavation that the soil behind the station was fill dirt and was not suitable for construction. Contractors were able to find soil that was suitable for the foundation after excavating 12 feet. The original plans for the construction allowed \$5,000.00 for foundation excavation. The revised foundation estimate is \$15,000. Burnt Chimney Fire Department will apply the original \$5,000.00 toward the foundation costs but has requested one time financial assistance from the county, not to exceed \$10,000.00 to be used for the foundation costs.

In 2009, volunteer EMS agencies in the county agreed to return an additional 40% of the EMS revenue recovery funds generated to be used toward station construction projects. There are sufficient funds available in this account to provide the requested funding. Staff recommends using up to \$10,000.00 of the station construction funds in CIP line item 3000-023-0042-7027 to fulfill the fire departments request. The foundation construction expenses will be invoiced directly to Public Safety in order to track the expenses incurred and will be processed as a CIP budget expense.

RECOMMENDATION: Staff respectfully requests the Board of Supervisors authorize the creation of a CIP line item in the amount requested to be used toward the Burnt Chimney fire station foundation installation costs.

LIBRARY BOARD MEMBERS
AS OF 4-16-2013
4 YEAR TERMS

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The Library Board is comprised of one member from each magisterial district. The appointment is for a four year term, and the member may be re-appointed for an additional term. The Library Board normally meets on the Thursday before the second Monday of each month at 7:00 PM in the Library.

GENERAL DUTIES OF THE LIBRARY BOARD

- A. To hire a capable, trained librarian subject to approval by the governing body.
- B. To determine Library policies.
- C. To approve expenditures of Library funds.
- D. To receive gifts to the Library.
- E. To work actively for the improvement of all libraries by supporting library legislation in the state and nation.
- F. To become familiar with the State and Federal aid program and with state and national library standards.
- G. To attend Board meetings regularly.
- H. To become familiar with what constitutes good library service by reading, attending library meetings and visiting other libraries.
- I. To support the Library's service program in daily contacts with the public at large.

John R. Leary, III (Unexpired Term Kim Roe)
P. O. Box 123
Hardy, VA 24101
540-798-8025 (home)

BOONE DISTRICT 6/2017

john.leary@earthlink.net

Mrs. Felicia Woods
13200 Franklin Street
Ferrum, Virginia 24088

BLUE RIDGE DISTRICT 6/2015

Mr. Jim Morrison
117 Clipper Drive
Moneta, Virginia 24121

GILLS CREEK DISTRICT 6/2015

Mr. Rich Ellis
536 Coles Creek Road
Rocky Mount, Virginia 24151 (Unexpired term of Molly Bratton-Jones)

BLACKWATER DISTRICT 6/2014

Jean Waltrip
110 Old Fort Road
Rocky Mount, Virginia 24151

ROCKY MOUNT DISTRICT 6/2013

William Mitchell
6061 Sontag Road
Rocky Mount, VA 24151
483-7000

SNOW CREEK DISTRICT 6/2017

Rebecca Mushko
8 Listening Hill Road
Penhook, VA 24137
576-3339

UNION HALL DISTRICT 6/2017

AGING SERVICES BOARD
4 YEAR TERMS
FEBRUARY 19, 2013

9

The Advisory Committee is appointed by the Board of Supervisors to serve two and four year terms and can be reappointed for up to four year terms.

The main function of this Committee is to advise Department of Aging staff on services and activities relative to developing the yearly plan for services for the elderly (within the guidelines of The Older Americans Act), act as liaison between the Director and the Board of Supervisors, act as liaison between the Department of Aging and the community at large, act as advocate for the Department of Aging Services, provide program evaluation, act as advocate for elderly persons and programs.

Dr. Susan Beatty
842 Park Place
Moneta, Virginia 24121

January 31, 2015
GILLS CREEK DISTRICT

Mr. Benny Russell
70 East Court Street
Rocky Mount, Virginia 24151

January 31, 2015
BOONE DISTRICT

Mrs. Janet Poindexter
6694 Brooks Mill Road
Wirtz, VA 24184

January 31, 2015
UNION HALL DISTRICT

Mrs. Pauline A. Nickelston
193 Storey Creek Lane
Rocky Mount, Virginia 24151

January 31, 2015
BLUE RIDGE DISTRICT

Lynn Meyers (Unexpired Term of Jim Conklin)
130 Hickmon Road
Rocky Mount, Virginia 24065

January 31, 2015
BLACKWATER DISTRICT

Johnny Greer
1256 Beulah Road
Rocky Mount, Virginia 24151

January 31, 2015
SNOW CREEK DISTRICT

Mr. Fred Tudor
324 Birchwood Lane
Rocky Mount, Virginia 24151

January 31, 2015
ROCKY MOUNT DISTRICT

aging services/commission

ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF FRANKLIN FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 13-14 for the operating budget and the Capital Improvements Program for the County of Franklin and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.

The Franklin County Board of Supervisors does hereby resolve on this 18th day of June, 2013 that, for the fiscal year beginning on July 1, 2013, and ending on June 30, 2014, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached table labeled Appropriations Resolution, Exhibit B, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within their respective funds in any amount.
- Section 4. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same cost center for the efficient operation of government.

- Section 5. All outstanding encumbrances, both operating and capital, at June 30, 2013 shall be reappropriated to the FY 2013-2014 fiscal year to the same cost center and account for which they are encumbered in the previous year.
- Section 6. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee. Such funds must be applied to the purpose for which they were originally approved.
- Section 7. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2013 and appropriations as they are made in the FY13-14 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase not to exceed the budgeted project contingency and approve all change orders for reduction of contracts.
- Section 8. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2013 and appropriations in the FY 13-14 Budget.

- Section 9. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.
- Section 10. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.
- Section 11. Appropriations are hereby authorized for the Courthouse Maintenance Fund, the Forfeited Assets Program Fund, the Law Library Fund, the E911 Fund, Debt Service Fund and the Utility Fund equal to the total cash balance on hand at July 1, 2013, plus the total amount of receipts for the fiscal year 2013-2014.
- Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.
- Section 13. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.
- Section 14. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.
- Section 15. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors not less frequently than monthly.
- Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues collected and available during the fiscal year for which the

appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

- Section 17. All revenues received by an agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.
- Section 18. Allowances out of any of the appropriations made in this resolution by any or all County departments, commissions, bureaus, or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the State of Virginia for its employees and shall be subject to change from time to time to maintain like rates.
- Section 19. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.
- Section 20. This resolution shall become effective on July 1, 2013.



Franklin County
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APPROPRIATIONS RESOLUTION EXHIBIT A

County of Franklin
 Adopted Revenues
 Fiscal Year 2013 - 2014

| | | | |
|------------------------------------|---------------|---|-----------------------|
| Real Estate | \$ 34,711,444 | Shared Expenses Sheriff | \$ 2,988,929 |
| Public Service Corp | 860,000 | Shared Expenses Comm of Revenue | 151,128 |
| Personal Property | 8,557,044 | Shared Expenses Treasurer | 150,946 |
| Machinery and Tools | 680,817 | Shared Expenses Registrar | 44,845 |
| Merchants Capital | 673,840 | Shared Expenses Clerk of Court | 359,227 |
| Penalties and Interest | 576,213 | Shared Expenses Jail Costs | 128,000 |
| | | Public Assistance Grants | 4,712,743 |
| Sales Tax | 4,001,050 | VJCCCA Grant | 20,040 |
| Communications Tax | 2,300,000 | Family Resources Grants | 119,438 |
| Consumer Utility Taxes | 970,000 | Comprehensive Services Grant | 2,814,328 |
| County Business License | 4,400 | Selective Enforcement Grant | 0 |
| Franchise License Tax | 218,000 | Franklin Center Grants | 67,000 |
| Motor Vehicle Decals | 932,000 | | |
| Bank Stock Taxes | 119,639 | | |
| Tax on Deeds | 460,000 | Personal Property Tax Relief | 2,626,618 |
| Hotel/Motel Trans Occupancy Tax 2% | 36,500 | | |
| Hotel/Motel Trans Occupancy Tax 3% | 51,000 | Library Grants | 149,134 |
| Meals Tax | 940,000 | Recordation Taxes - State | 163,130 |
| | | Aging Services Grants | 194,568 |
| Licenses and Fees | 342,500 | Grantor Tax on Deeds | 120,000 |
| | | Drug Enforcement Grants | 12,000 |
| Court Fines and Costs | 57,000 | Park Land - Pymt in Lieu of Tax | 17,400 |
| | | | |
| Interest on Bank Deposits | 1,000,000 | | |
| | | Fund Balance | <u>510,640</u> |
| Rent, Miscellaneous | 300,000 | | |
| | | Total General Fund | <u>76,835,646</u> |
| Clerk of Court Fees | 130,000 | | |
| Commonwealth Attorney Fees | 3,000 | Capital Fund | 3,235,501 |
| Off Duty Pay for Sheriff Deputies | 36,800 | Asset Forfeiture Fund | 25,000 |
| Care of Prisoners | 9,000 | E911 Fund | 1,090,342 |
| Animal Control Fees | 11,903 | Law Library | 12,000 |
| Landfill Fees | 980,000 | Debt Service Fund | 2,035,833 |
| Aging Services Local Revenue | 19,000 | Utilities | 455,250 |
| Family Resource Center Donations | 29,550 | Courthouse Maintenance Fund | 12,000 |
| Recreation Fees | 120,000 | Total - Other Funds | <u>6,865,926</u> |
| EMS Billing Revenue | 1,200,000 | | |
| Library Fines and Fees | 35,000 | | |
| Franklin Center Fees | 15,000 | | |
| Sale of Maps and Code | 1,200 | Schools: Local (Cafeteria, Miscellaneous) | 2,511,917 |
| | | State | 37,166,481 |
| Recovered Costs | 415,390 | Federal | 7,652,517 |
| | | County | 31,831,062 |
| Motor Vehicle Carriers Tax | 35,353 | Canneries | 51,168 |
| Mobile Home Titling Tax | 100,000 | Total School Funds | <u>79,213,145</u> |
| Motor Vehicle Rental Tax | 36,738 | | |
| Shared Expenses Comm Attorney | 516,151 | | |
| | | | \$ <u>162,914,717</u> |

APPROPRIATIONS RESOLUTION EXHIBIT B

County of Franklin
 Adopted Expenditures (Excluding Capital Outlay)
 Fiscal Year 2013-2014

General Government Administration

Board of Supervisors \$ 301,598

General and Financial Administration

County Administrator 428,145
 Commissioner of Revenue 576,427
 Reassessment 150,000
 Treasurer 466,708
 Finance 318,069
 Risk Management 354,210
 Human Resources 122,461
 Information Technology 1,132,462
 Registrar 271,065
4,121,145

Judicial Administration

Circuit Court 98,570
 General District Court 8,074
 Magistrate 2,000
 Juvenile and Domestic Rel Court 16,650
 Clerk of the Circuit Court 643,173
 Sheriff - Courts 468,380
 Juvenile Court Services 339,625
 Commonwealth Attorney 787,024
2,363,496

Public Safety

Sheriff - Law Enforcement 3,504,819
 Correction and Detention 4,403,091
 Building Inspections 474,653
 Animal Control 274,247
 Public Safety 3,484,992
12,141,802

Public Works

Road Viewers 450
 Public Works 229,114
 Solid Waste and Recycling 2,160,837
 General Buildings and Grounds 1,177,433
3,567,834

Health and Welfare

Health Department 338,705
 Community Services 158,673
 Social Services 6,123,290
 CSA 4,259,174

Family Resource Center \$ 199,038
 Aging Services 336,040
11,414,920

Parks, Recreation and Cultural

Parks and Recreation 994,380
 Library Administration 928,779
1,923,159

Community Development

Planning Agencies 535,359
 Planning & Community Development 568,286
 Economic Development 496,170
 GIS and Mapping 161,601
 Franklin Center 196,892
 Tourism Development 90,350
 Virginia Cooperative Extension 96,103
2,144,761

Nondepartmental

539,413

Transfers to Other Funds

Schools - Operations 28,981,425
 Schools - Debt Service 2,588,997
 Schools - Canneries 33,941
 Schools - Energy Fund Carryover 260,640
 County Capital: School CIP 1,220,000
 Utilities 448,250
 Debt Service 2,035,833
 County Capital: County CIP 2,015,501
 E911 1,034,529
38,619,116

Subtotal

Total General Fund

76,835,646

Other Funds:

E911 1,090,342
 Debt Service 2,035,833
 Capital Fund 3,235,501
 Law Library 12,000
 Courthouse Maintenance 12,000
 Utilities 455,250
 Forfeited Assets 25,000
 Schools 79,213,145
79,213,145

\$ 162,914,717

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

| | |
|---|--|
| <p><u>AGENDA TITLE:</u> Building and Inspections Department – Update</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Building Inspection Activity / Workload Update</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>GOAL #:</u></p> <p><u>ACTION STRATEGY:</u></p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Whitlow</p> | <p><u>AGENDA DATE</u> June 18, 2013</p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ATTACHMENTS:</u> Yes</p> <ul style="list-style-type: none"> • Activity Reports <p><u>REVIEWED BY:</u> <i>RET</i></p> |
|---|--|

BACKGROUND:

Staff was recently requested to provide a snapshot of the Building Inspections activities and workload. Many policy and procedural changes are now implemented in the Department to promote efficiency, consistency, and customer service.

DISCUSSION:

Building activity in Franklin County is increasing. Staff is providing a review of recent activities and comparison with recent history.

RECOMMENDATION:

Staff respectfully seeks Board review of the information accordingly.

✓ Building Activity Is Increasing

- Building permits issued
- Building plans reviewed and approved

✓ Customer Service Levels Are Increasing

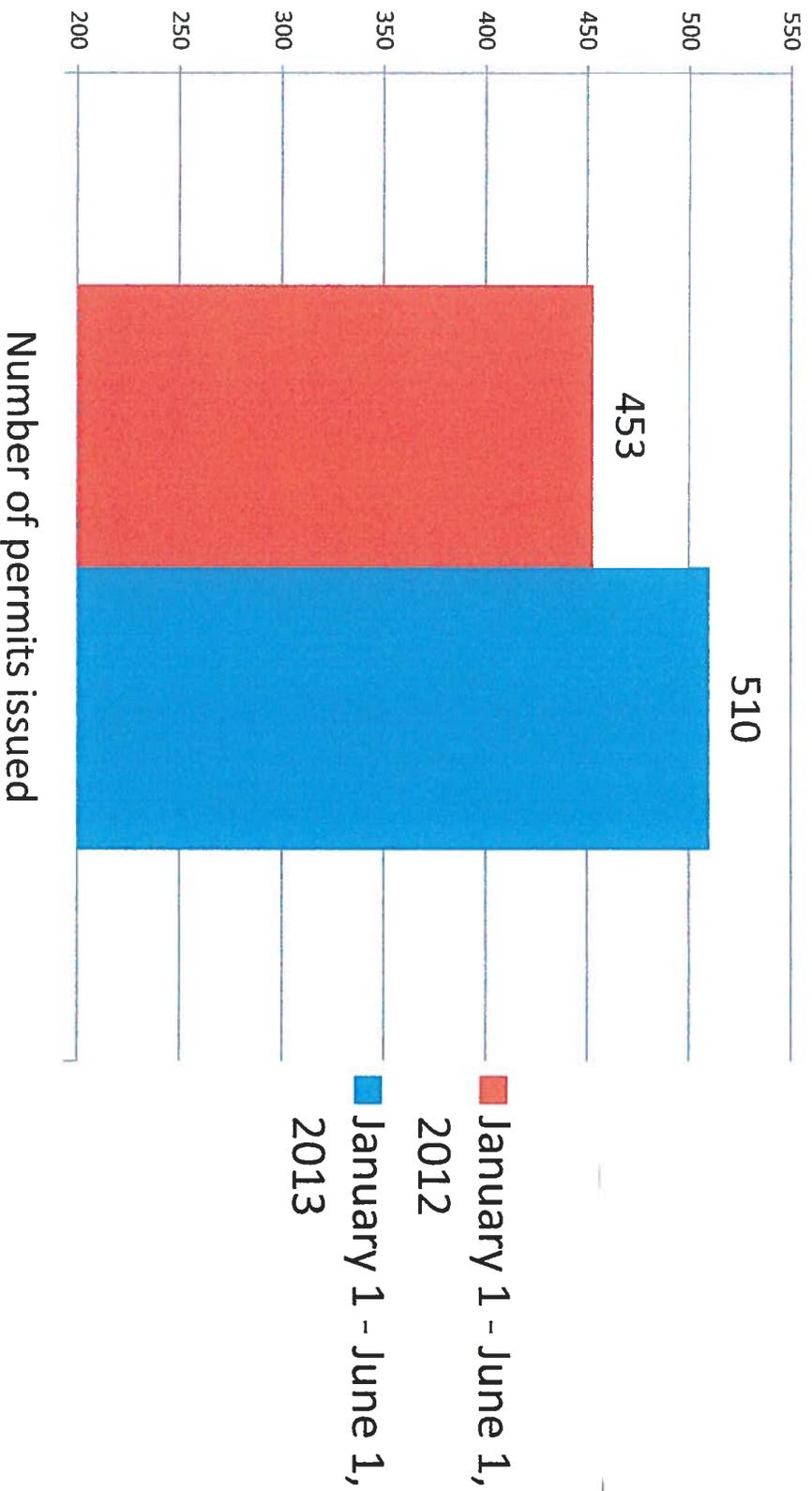
- Telephone calls to contractors of each project
- Accommodating customer requests
- Increased project support levels prior to construction

✓ Current Staff Levels Are Misleading

- One or more field staff member(s) were absent 40% of the time between January 1 – June 1, 2013. —
(Inspectors / Plan Reviewer / Building Official)
- Accumulated vacation time exceeds 15 weeks

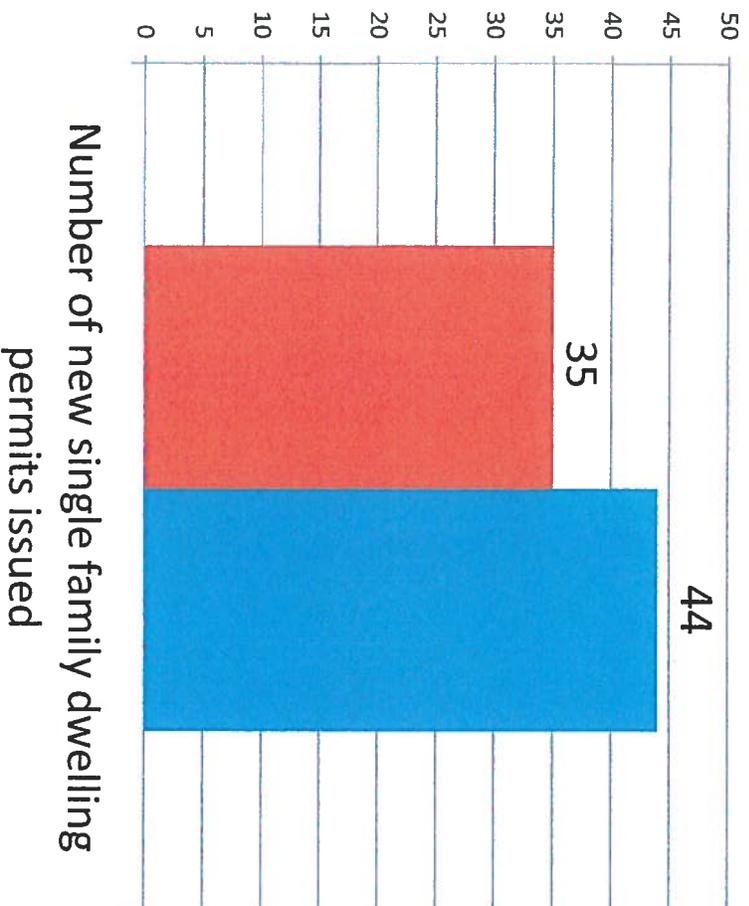
Sick leave hours not taken into account

Number of building permits issued is increasing!



12% Increase!

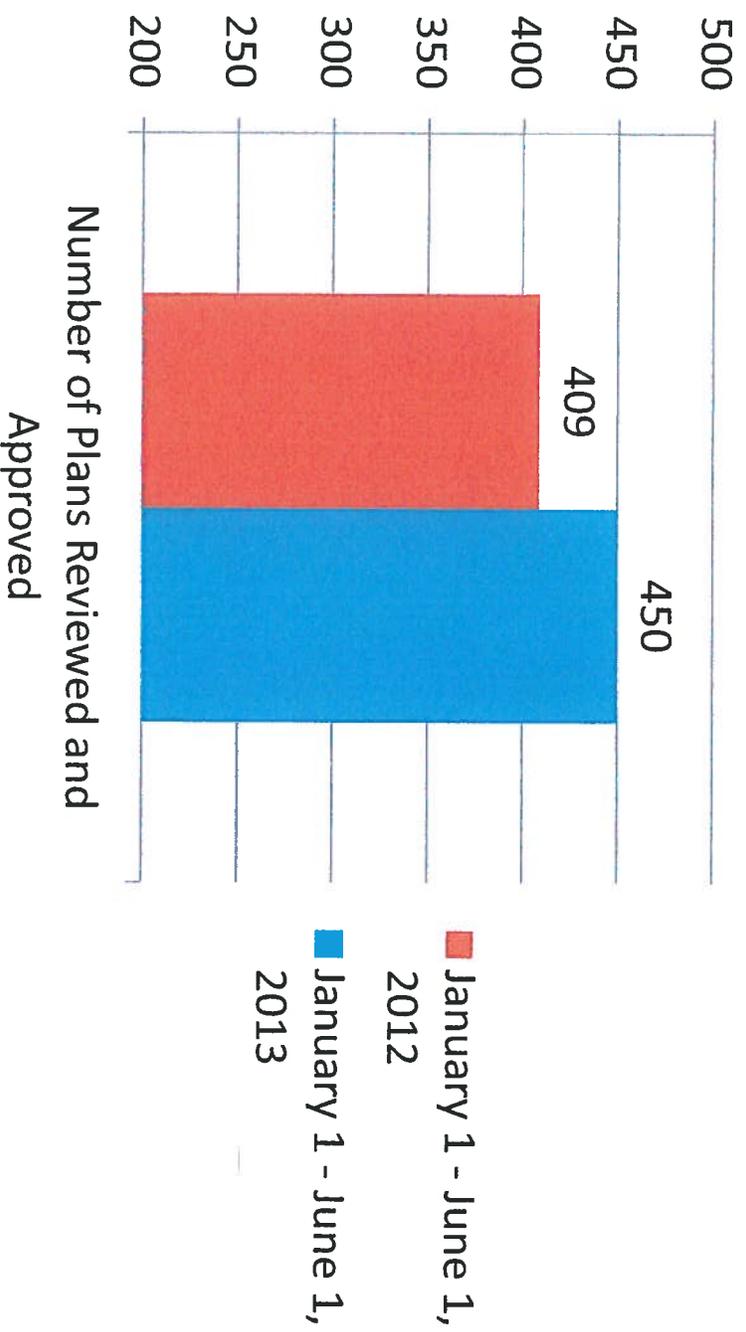
Number of new single family dwelling permits issued is increasing!



- January 1 - June 1, 2012
- January 1 - June 1, 2013

26% Increase!

Number of plans reviewed and approved is increasing!



9% Increase!

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FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

| | |
|--|--|
| <p>AGENDA TITLE: Mandatory septic pump-out program; options for seldom-used properties.</p> | <p>AGENDA DATE: June 18, 2013</p> |
| <p>SUBJECT/PROPOSAL/REQUEST: Research and analysis of options to allow exceptions to Sec. 17-8 of the County Code for seldom-used properties around Smith Mountain Lake</p> | <p>ITEM NUMBER:</p> |
| <p>STRATEGIC PLAN FOCUS AREA:</p> | <p>ACTION: INFORMATION:</p> |
| <p>Action Strategy: N/A</p> | <p>CONSENT AGENDA: ACTION:</p> |
| <p>STAFF CONTACT(S): Neil Holthouser, Director of Planning</p> | <p>INFORMATION:</p> |
| | <p>ATTACHMENTS:</p> |
| | <p>REVIEWED BY: REX</p> |

BACKGROUND:

At its May 21, 2013, meeting, the Board of Supervisors held a discussion about the County's mandatory septic pump-out program for properties bordering Smith Mountain Lake. Specifically, Board members requested that staff perform additional research into policy options that would exempt certain types of properties - including family homesteads and seldom-used properties - from the requirements of Sec. 17-8 of the Franklin County Code.

Sec. 17-8 requires that all on-site sewage treatment systems (i.e. septic tanks and drainfields) located within 500 feet of the 795-foot contour of the shores of Smith Mountain Lake be inspected and/or pumped at least once every five (5) years. The ordinance does not currently allow for any exemptions or waivers from this requirement. Properties that are seldom used - and therefore not likely to generate any significant amounts of septic waste or effluent - are nonetheless required to be inspected and/or pumped every five years.

Staff, led by the efforts of Madherleyn Torres, Administrative Assistant for County Administration, conducted extensive research of regulations of other localities bordering Smith Mountain Lake, as well as for localities located within the watershed of the Chesapeake Bay. In addition, staff researched the requirements of relevant Virginia state agencies to see if any exceptions or waivers are offered or recommended.

ANALYSIS:

Sec. 17-8 of the Franklin County code requires all on-site septic systems located within 500 ft of the shoreline of Smith Mountain Lake be inspected and/or pumped every 5 years. There are no exemptions to this ordinance.

Bedford and Pittsylvania counties, which also surround Smith Mountain Lake, do not have a mandatory septic pump-out ordinance. Bedford code Sec. 30-100-18(a)(1) does require that septic tanks be pumped every 3 yrs for properties having a short-term rental permit in R1,R2,PRD zoning. The cost to comply is the responsibility of the property owner.

The state of Virginia does not directly regulate nor mandate septic system maintenance. Most such regulations are established at the local government level.

County governments in the Chesapeake Bay Protection Area (CBPA) have adopted local ordinances in order to comply with 4VAC50-90-130.6.a.(1)(2) which requires mandatory septic tank pump-outs every 5 years for properties within the CBPA. It does allow local governments to provide the option to their citizens of having effluent filters installed or having their septic tank inspected and providing documentation that it does not need to be pumped. Each county has directed that the cost to comply with these mandates shall be the responsibility of the property owner(s).

Isle of Wright County offered financial assistance from 2010-2011 to citizens with low or fixed incomes. The financial assistance was offered with no county funds; it was funded entirely by a grant from the Chesapeake Bay Program. Isles of Wright County no longer has a financial assistance program.

An effluent filter is a physical device that acts as a "screen" to prevent solids from clogging septic pumps and drainfield pipes. According to the U.S. Environmental Protection Agency, such filters typically cost between \$70 to \$300, not including installation cost. While effluent filters can prolong the life of a septic system and drainfield, they are not maintenance free. The property owner should still conduct regular inspection to ensure that the screen is not clogged with solids or debris. Filters should therefore be installed so that they can be accessed above-ground for maintenance.

Below is a partial list of counties in the Chesapeake Bay Protection Area with a summary of their septic tank pump-out program and exemptions. (Highlighted indicates this is different than Franklin County)

Hanover County:

- Mandatory for properties within the CBPA.
- Must be done every 5 years or show inspected and found not needing to be pumped.
Exemption: Documentation showing an approved VDH effluent filter installed.

Spotsylvania County:

- Mandatory for properties within the CBPA
- Must be done every 5 years or show inspected and found not needing to be pumped.
Exemption: Documentation showing an approved VDH effluent filter installed.
- Indicates all properties with a septic tank must comply regardless of occupancy.

Henrico County:

- Mandatory for properties within the CBPA.
- Must be done every 5 years or show inspected and found not needing to be pumped.

Gloucester County:

- Mandatory for all properties in the county. (Entire county is in CBPA)
- Must be done every 5 years or show inspected and found not needing to be pumped.

Isle of Wright County:

- Mandatory for properties within the CBPA.
- Must be done every 5 years or every 7 years if effluent filter installed.
Exemptions: Inactive (no longer in service, crushed in and backfilled or tank filled with sand) or abandoned septic tanks.

City of Suffolk:

- Mandatory for properties within the CBPA.
- Must be done every 5 years or show inspected and found not needing to be pumped.
Exemption: Documentation showing an approved VDH effluent filter installed and maintenance schedule.

Matthews County:

- Mandatory for properties within the CBPA.
- Must be done every 5 years or show inspected and found not needing to be pumped.
Exemption: Documentation showing an approved VDH effluent filter installed.

CONCLUSIONS:

The issue raised by the Board of Supervisors has to do with seldom-used properties at Smith Mountain Lake, and the corresponding assumption that seldom-used septic systems may require less-frequent inspection. Staff's research of septic pump-out regulations in other communities across Virginia did not find any community that directly addressed the issue of seldom-used properties.

Several communities allow for less-frequent inspections for properties that feature an approved effluent filter. Some communities exempt such properties from inspection altogether, while others allow for a greater length of time between required inspections. These rules are not predicated on the amount of usage of a septic system, but rather on the physical techniques used to cleanse the solid waste from the liquid effluent. Filters may prove most beneficial for *heavily used* septic systems, rather than seldom-used systems, since the purpose of the filter is to trap solids that rise to the outlet level of the tank. Seldom-used systems typically don't fill up to the outlet level, and thus may not even engage the filter. In such cases, a filter acts more as a fail-safe than as a screen or filter.

Staff believes that the effluent filter option raises some concerns about administering the program. First, the County would have to keep track of which properties have an approved filter, and which do not. Second, the County would need to verify that the filter is installed properly and continues to function over time. Finally, if a property that is currently seldom-used changes ownership or usage patterns (i.e. becomes heavily-used in the future), then the effluent filter transitions from being a fail-safe to being an actively-engaged feature of the system, itself requiring periodic inspection.

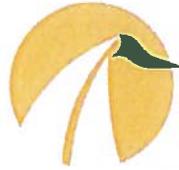
The problem, it seems, is that the County has no reliable way to base its inspection requirement on actual usage. Even enhanced systems using approved filters may require periodic inspection if usage increases. In order to monitor usage, the County would have to require additional documentation from the property owner to demonstrate how much septic waste is generated, over time, on any given site. The most reliable form of septic waste documentation would require the installation of water/sewer meters. Short of metering, one could deduce usage based on indirect measurements such as utility bills. This would require a property owner to retain sufficient documentation for long periods of time to demonstrate usage. This requirement for additional documentation seems to conflict with the public's existing desire to minimize the amount of effort and expense necessary to comply with the ordinance.

Finally, in order to enact a usage standard, the County would have to establish some numerical threshold of usage that would, or would not, require periodic inspection. Staff believes that such a system is fraught with opportunities for abuse. For example, once a property has been deemed "low usage," the property owner would have no incentive to report to the County that the use of the property had changed, and was now heavily used.

In summary, staff believes that the effort or "hassle" required of the property owner to demonstrate low usage may present a greater burden than the current system requiring a five-year inspection cycle. Staff recommends no change to the County's mandatory septic pump-out requirements at this time.

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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| <p><u>AGENDA TITLE:</u> School Appropriation Request –Adult Education Regional Program</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Staff Analysis of the Schools Appropriation Request for the Adult Education Regional Program</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u> N/A <u>Goal #</u> <u>Action Strategy:</u></p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Copenhaver, Cheatham</p> | <p><u>AGENDA DATE:</u> June 18, 2013 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> YES <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> YES</p> <p><u>REVIEWED BY:</u> <i>RSK</i></p> |
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BACKGROUND:

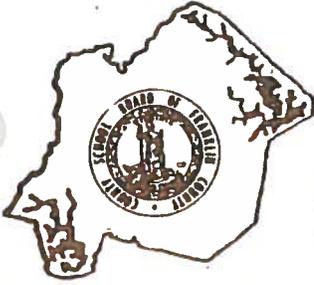
The Board of Supervisors has requested that County staff review all additional appropriation requests from the Franklin County Public Schools.

DISCUSSION:

Franklin County Public Schools serve as fiscal agent for the State Regional Adult Education Program. Participating localities include Franklin County, Henry County, Pittsylvania County, Martinsville City, Danville City and Patrick County Public Schools. Funds are received by Franklin County and passed through to these school divisions. The Schools are requesting an additional appropriation of \$979,770 for the Adult Education Regional Program. There are no local funds being requested as part of this program.

RECOMMENDATION:

Staff respectfully requests the Board's approval of the attached appropriation request from the Schools for the Adult Education Regional Program in the amount of \$979,770.



FRANKLIN COUNTY PUBLIC SCHOOLS

OFFICE OF SUPERINTENDENT

25 Bernard Road • Rocky Mount, VA 24151-6614
(540) 483-5138 • FAX (540) 483-5806

June 11, 2013

Mr. Vincent K. Copenhaver
County Finance Director
1255 Franklin Street, Suite 111
Rocky Mount, VA 24151

Dear Vincent:

I am writing to respectfully request that the Franklin County Board of Supervisors consider approving an increase in our 2013-14 appropriation for Federal and State grant funds for the Adult Education Regional Program as follows:

Revenues:

| | |
|---|--------------------------------|
| Virginia Employment Commission - Trade Act Grant Funds - Carryover from 2012-13 (Already Received 100% during 2012-13) (A) | \$86,117 |
| State Regional Adult Education - GAE Grant (A) | 60,485 |
| State Regional Adult Education - Race to GED Grant (A) | 119,537 |
| State Regional Adult Education Program - Manager & Special Grant (A) | 125,000 |
| State Regional Adult Education Program - AEFLA - ABE Grant (A) | 513,631 |
| State Regional Adult Education Program - Plugged In VA (A) | <u>75,000</u> |
| Total Revenues | <u><u>\$979,770</u></u> |

Note: A. Franklin County Public Schools is the fiscal agent for the State Regional Adult Education Program for Franklin County, Danville City, Henry County, Pittsylvania County, Martinsville City, and Patrick County Public Schools so funds are received and are passed through to these school divisions. This total is estimated to be \$979,770.

Expenditures:

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| Instruction - Adult Education Regional Program (A) | <u><u>\$979,770</u></u> |
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We respectfully request that the Franklin County Board of Supervisors give its approval for the appropriation and expenditure of these State and Federal grant funds at their next meeting to be held on June 18, 2013. Please note that additional local funding is not being requested and that any grant funds can only be used for the purpose outlined in the various State and Federal grant agreements for the Adult Education Regional Program.

Thank you for your consideration.

Sincerely,



Lee E. Cheatham
Director of Business and Finance
Clerk of the Franklin County School Board

cc: Dr. W. Mark Church, Division Superintendent
Mrs. Suzanne M. Rogers, Assistant Superintendent
Mr. Phillip L. Poff, Director of Human Resources
Mrs. Sharon L. Tuttle, Assistant Director of Business and Finance
Mr. Richard E. Huff, II, County Administrator

LEC:tcw

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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| <u>AGENDA TITLE:</u> Franklin County Appointment to The Crooked Road Board of Directors | <u>AGENDA DATE:</u> June 18, 2013 | <u>ITEM NUMBER:</u> |
| <u>SUBJECT/PROPOSAL/REQUEST</u> Appointment of Tarah Holland, Tourism Development Manager, to The Crooked Road Board of Directors, and of Michael Burnette, Director of Economic Development, as alternate | <u>ACTION:</u> | <u>INFORMATION:</u> |
| <u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u> | <u>CONSENT AGENDA:</u> X <u>ACTION:</u> | <u>INFORMATION:</u> |
| <u>STAFF CONTACT(S):</u> Huff, Burnette | <u>ATTACHMENTS:</u> | |
| | <u>REVIEWED BY:</u> RHH | |

BACKGROUND:

Franklin County has been a long-term member of The Crooked Road: Virginia's Heritage Music Trail. As a financial contributor to this organization, Franklin County can appoint an individual to the group's Board of Directors. The Board of Directors is made up of representatives of public entities within the 19-county region that forms The Crooked Road. Franklin County currently has a vacant seat on the Board.

DISCUSSION:

Historically, Franklin County's Tourism Manager has filled the Franklin County seat on The Crooked Road Board of Directors. Given her position and expertise, Ms. Tarah Holland, Franklin County's new Tourism Development Manager, would be an excellent choice to fill the vacant Franklin County seat and represent the County when it comes to regional tourism development activities. Additionally, The Crooked Road permits the appointment of an alternate if for any reason Ms. Holland is unable to attend a Board of Directors meeting. As such, Mr. Michael Burnette as the Director of Economic Development, under which Franklin County Tourism falls, would be an excellent choice to serve as alternate.

RECOMMENDATION:

County staff respectfully asks that the Board appoint Ms. Tarah Holland, Franklin County Tourism Development Manager, to the Franklin County seat on The Crooked Road Board of Directors, and appoint Mr. Michael Burnette as alternate.

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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| <p><u>AGENDA TITLE:</u> Telecommunications tower policies and trends in tower development.</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> An overview of the County's existing policies related to the location and impact of telecommunications towers, and an analysis of recent trends in the tower development industry.</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>Action Strategy:</u> N/A</p> <p><u>STAFF CONTACT(S):</u> Neil Holthouser, Director of Planning</p> | <p><u>AGENDA DATE:</u> June 18, 2013</p> <p><u>ITEM NUMBER:</u></p> <p><u>ACTION:</u></p> <p><u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ACTION:</u></p> <p><u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> REK</p> |
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BACKGROUND:

At its July 2013 meeting, the Board of Supervisors is scheduled to hear two (2) requests by two separate applicants, each requesting a Special Use Permit to construct a 199-foot-tall telecommunications tower. The applicants are private companies that specialize in tower construction, but are not themselves telecommunications providers. Both applicants are currently negotiating with AT&T to lease space on their respective towers.

Staff has prepared this Executive Summary to outline for the Board of Supervisors the County's current policies and regulations regarding telecommunications towers, and to provide some analysis as to trends within the telecommunications industry which are beginning to result in an increase in the number of tower applications.

EXISTING POLICIES:

Franklin County's Comprehensive Plan sets forth general policies for tower sites and communications facilities. (See Attachment A: Comprehensive Plan excerpt.) At first glance, the policies in the Plan may seem somewhat contradictory. On the one hand, the Plan encourages the development of new facilities in order to extend coverage into rural areas - a policy that might seem to encourage tower proliferation. On the other hand, the Plan emphasizes strategic planning, encouraging co-location on existing towers and requiring providers to demonstrate a long-term vision for serving the community. The Plan likens towers to industrial uses, which must be carefully located in order to avoid negative impacts on surrounding properties or disruption of the rural landscape.

The policies contained in the Comprehensive Plan apply no matter where a tower is proposed within the County. Additional rules apply, however, in the area of the County that is subject to the Zoning Ordinance. In the zoned part of the County, telecommunications towers require a Special Use Permit in most zoning districts. (They are allowed by-right in the M-1 and M-2 industrial zoning districts.) All towers must meet specific criteria outlined in Sec. 25-128 of the County Code. (See Attachment B: Sec. 25-128.)

The process for obtaining a Special Use Permit involves a series of public hearings before the Planning Commission and the Board of Supervisors, with the Planning Commission making recommendations and the Board rendering a final decision to approve or deny the Special Use Permit request. The decisions are guided by the Comprehensive Plan and by the specific criteria set forth in the Zoning Ordinance.

Tower proposals in the non-zoned portion of the County follow a different process. Under Sec. 15.2-2232 of the Code of Virginia, any proposed public utility facility that is not specifically addressed or mapped by the Comprehensive Plan, must be subject to a hearing before the Planning Commission to determine if such proposal is in conformance with the Comprehensive Plan. This so-called "2232" review includes proposals to locate telecommunications towers. According to this process, the Planning Commission is charged with making a determination as to whether the proposal is consistent with the policies contained in the Plan. The Board of Supervisors serves more as an appeals body; it may decide to review and potentially reverse the Planning Commission's determination, but is not required to do so.

("2232" review is accomplished in the zoned portion of the County through the Special Use Permit process. Since the Comprehensive Plan must inform the decision to issue or deny a Special Use Permit, then the existing process of Special Use Permit review satisfies the state requirement for Comprehensive Plan compliance review.)

INDUSTRY TRENDS:

More than two decades ago, when cell phones first came into common usage, the telecommunications industry focused on service in urban areas and along highly-travelled corridors. Service tended to be carried by regional providers (as opposed to nation-wide coverage plans.) Cell phones were used for voice communications only. Cell phones used analog signals; the quality of the signal varied within any given market based on distance to the nearest tower and antenna. For consistent voice communication along highways and interstates, towers were required at approximately ten (10) mile intervals.

Cell phones have since evolved to function more like personal computers. In addition to voice communications, cell phones are used for text messaging, email, scheduling, document management, document production, Internet browsing, photo sharing, social media, and gaming. The intense need for data requires a digital signal, rather than analog. Although some regional providers still exist, most customers are drawn to national carriers who have established digital coverage across much of the nation and globe.

In dense urban areas, national service providers seek "in-home" coverage that allow customers to use their cell phones and tablets in place of desktop computers and land-line telephones. In more rural areas, national providers remain more focused on "in-car" service rather than "in-home" service. They essentially make a business decision that there are not enough users willing to give up land-lines and hard-wired Internet connections in order to invest in the wireless delivery infrastructure needed to achieve the necessary signal strength in vast rural areas. National providers focus instead on capturing customers along their commutes. According to industry experts, providers need tower sites along primary highway corridors at a spacing of two (2) to five (5) miles between tower sites in order to maintain data-quality digital signal for commuters.

Another major change in the telecommunications industry involves who builds and maintains the tower infrastructure. When a national service provider is interested in expanding service, the carrier makes its intentions known among a sub-industry of tower developers, who scramble to find suitable sites and vie for the national carrier's lease contract. Some private tower developers construct and continue to own their towers, earning annual rent from the national carrier and paying rent to the local land owner. Other private tower developers secure the site, build the tower, then sell the tower to an investor who reaps the annual rent from the national service provider. Either way, the private tower developer has an incentive to build a new tower, rather than seek co-location on an existing tower.

COMPREHENSIVE PLAN UPDATE:

The Planning Commission is currently updating the County's Comprehensive Plan, and is working to develop more detailed policy recommendations for telecommunications towers and facilities. The Planning Commission is contemplating policies related to:

- the application (submittal) requirements for telecommunications towers;
- more detailed information related to the service provider's existing and planned levels of service in the area;
- comparison of coverage of ALL service providers, not just the applicant's coverage area;
- identification and mapping of rural gaps where the private market has not expanded coverage;
- identification and mapping of the County's requirements for emergency and public safety communications;
- consideration of a "scoring" system for more objective analysis of proposed tower sites.

Tower Sites and Communication Facilities

Modern tower sites and communication facilities and the service they provide are necessary infrastructure, similar to electricity, natural gas, telephone and cable service. Telecommunication services are important for a favorable business environment for new economic growth and for the quality of life of County residents. Like other industrial uses, telecommunication towers must be located with consideration of the impact on surrounding properties and the qualities of the rural landscape. The County will protect its citizens from an uncontrolled proliferation of facilities and will carefully evaluate proposals to minimize the visual impact for those residents in the immediate area and for those in the larger community who view the facility from a distance. The policies below identify performance standards and policies to be applied to new telecommunications sites as they are proposed.

Policies for Tower Sites and Communication Facilities

1. **Service to Remote Users:** The County will encourage new facilities that fill existing significant gaps in the ability of remote users to access the local and national communication network.
2. **Strengthening the EMS Network:** The County will encourage developers of new facilities to provide opportunities to improve the service of the County's Emergency Service Network.
3. **Co-location:** The County will encourage each new applicant to cooperate with prospective users who request rights to co-locate transmission and reception hardware.
4. **Strategic Planning:** Each applicant must show that the proposal contributes to the existing inventory of facilities and service levels and that other facilities, structures or alternatives are not available to provide the service under consideration. Current plans for service in and around the County and region must be demonstrated to the County's satisfaction.
5. **Evaluation of Visibility:** Each new applicant will include sufficient information to enable the County to measure the visibility of the facility.
6. **Mitigation of Impacts:** Objectionable aspects of individual facilities should be addressed through a combination of realistic performance standards, buffering, setbacks, consideration of less intrusive alternative locations and mitigation strategies such as camouflage, concealment, disguise, and/or the placement of towers with less height.
7. **Lighting:** New facilities shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the lighting alternatives and design chosen must cause the least disturbance to surrounding views.
8. **Abandoned Towers:** The County will request applicants to notify the County at such time that the tower becomes inoperable or that its intended purpose is not longer needed. The County will have the right to require that the then tower owners remove the tower, if it is not used for a period of six (6) months. The County may require a bond for the removal of said tower.
9. **Safety Certification:** The applicant must demonstrate that any proposed facility shall not create a safety, health or other hazard, and that regular monitoring as well as, current and overall maintenance is assured, listing all responsible parties. After construction of any facility that becomes unsafe shall be immediately repaired. If the unsafe situation is not corrected in a timely manner, the County shall act appropriately to cause the facility to be removed.

Sec. 25-128. - Towers, antennas, satellite dishes.

- (a) Communication facilities subject to the following conditions:
- (1) Each applicant for a tower shall provide the department of planning and community development with an inventory of its existing facilities that are either within the jurisdiction of the governing authority or within five miles of the border thereof, including specific information about the location, height, and design of each tower. The planning department may share such information with other applicants applying for approvals or special use permits under this section or other organizations seeking to locate antennas within the jurisdiction of the governing authority, provided, however, that the planning department is not, by sharing such information, in any way representing or warranting that such sites are available or suitable for use by others.
 - (2) Verifiable evidence of the lack of antenna space on existing towers, buildings, or other structures, including but not limited to churches, power lines, water towers, etc., suitable for antenna location or evidence of the unsuitability of existing tower locations for co-location must be provided by the applicant. Such evidence shall also include an affidavit executed by a radio frequency engineer that such existing tower or structure is unsuitable for the applicant's needs. Such evidence may also include any of the following items:
 - a. No existing towers or structures are located within the geographic area required to meet applicant's engineering requirements.
 - b. Existing towers or structures are not of sufficient height to meet applicant's engineering requirements.
 - c. Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment.
 - d. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.
 - e. The fees, costs or contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable.
 - f. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.
 - (3) An engineering report certifying that the proposed tower is compatible for a minimum of four (4) users, must be submitted by the applicant. The applicant shall also permit collocation by additional users without requiring any form of reciprocal location agreement from subsequent users. The provision may be modified by the board of supervisors in conjunction with subsection (14) below, when a lower height is approved by the board of supervisors and collocation of four (4) users is not possible.
 - (4) A preliminary site plan of the proposed facility shall be submitted to the department of planning and community development as a part of the submittal. The applicant must provide the county with detailed information regarding the proposed facility's location, latitude and longitude, and service area.
 - (5) The facility shall not interfere with the radio, television or communications reception of nearby residents at the time of construction. The applicant shall take steps to successfully eliminate any such interference.
 - (6) All towers and other structures shall meet all safety requirements of all applicable building codes.
 - (7) All towers shall set back from any property line a distance equal to one hundred twenty (120) percent of the tower height, and in no event shall any such tower be constructed or erected nearer than one hundred twenty (120) percent of the tower height to a residential dwelling unit on the subject parcel, and five hundred (500) feet to a residential dwelling unit located on an adjacent parcel except for the following:
 - a. Setbacks from residential dwelling units shall not apply to the property owners' construction of a residential dwelling subsequent to erection of the tower.
 - b. No setback shall be required adjacent to VDOT right-of-way for an interstate highway. Setback requirements from residential dwelling units, however, shall supersede this provision. This provision may be modified by the board of supervisors during the special exception process.
 - (8) Documentary evidence of compliance with all Federal Aviation Administration and Federal Communication Commission requirements shall be submitted by the applicant at the time of application for the special exception.
 - (9) Unless otherwise allowed under the conditions of a special use permit, or as a requirement of the Federal Aviation Administration, all towers shall have a galvanized steel finish. If painting is required by the FAA, documentary evidence from the FAA requiring such painting must be provided to the County by the applicant. Should the applicant request to construct the

tower from materials other than galvanized steel, the applicant shall state the reasons for the request in the application, and the applicant shall also furnish the county with photographs, videos, or some other visual sample of the proposed finish.

- (10) All applicants must provide documentary evidence that the facility will meet or exceed applicable health standards established by the federal government and/or American National Standards Institute.
- (11) No advertising of any type may be placed on the tower or accompanying facility.
- (12) All towers and accompanying facilities must be dismantled by the owner of the tower or accompanying facility if not utilized by a service provider or properly maintained for a period exceeding twenty-four (24) consecutive months. The applicant shall post surety bond in an amount sufficient to cover the costs of dismantling. Surety shall be submitted to and approved by the county prior to site plan approval.
- (13) Owners of towers shall provide the county, or its agents or designees, co-location opportunities on each or any tower without compensation as a community benefit to improve radio communication for county departments and emergency services provided it does not conflict with the collocation requirements of subsection (3).
- (14) Maximum tower height shall be one hundred ninety-nine (199) feet.
- (15) A one hundred-foot wooded buffer easement shall be retained around the site, except for ingress/egress unless otherwise approved by the board of supervisors. An easement for the wooded buffer shall be recorded in the land records of the circuit court prior to site plan approval. Such easement shall retain the wooded buffer for the life of the tower or accompanying facilities. A section of fence at least six (6) feet in height shall be provided completely around the base of the tower and any associated equipment.
- (16) The owner of the tower shall annually provide the planning department and the commissioner of revenue a report with the names, addresses, contacts, structures and equipment for all providers utilizing the tower.
- (17) The tower shall be constructed and at least one user located on the tower within twelve (12) months of the date of issuance of the special exception or approval shall be null and void. The applicant shall post surety bond in an amount sufficient to cover the costs of dismantling. Surety bond shall be submitted to and approved by the County prior to site plan approval.
- (18) The applicant shall be responsible for any costs incurred by the county for review of the application.
- (19) Accurate, to scale, photographic simulations showing the relationship of the proposed broadcasting tower and associated antenna to the surroundings. Photographic simulations shall also be prepared showing the relationship of any new or modified road, access or utility corridors constructed or modified to serve the proposed broadcasting tower site. The number of simulations and the perspectives, from which they are prepared, shall be established with the staff.
- (20) A computerized terrain analysis showing the visibility of the proposed broadcasting tower and antenna at the requested height and location. If new or modified road, access or utility corridors are proposed, the terrain analysis shall also show the visibility of these new or modified features.
- (21) All broadcasting tower applicants shall be required, at their expense to conduct an on-site "balloon" or comparable test prior to the planning commission and board of supervisors hearings on the special use permit. The purpose of this test shall be to demonstrate the potential visual impact of the proposed tower. The dates and periods of these tests shall be established with the applicant in consultation with staff.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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| <p><u>AGENDA TITLE:</u> POLICY REVISION: EMPLOYMENT TYPES POLICY #2.30.</p> | <p><u>AGENDA DATE:</u> <u>ITEM NUMBER:</u> JUNE 18, 2013</p> |
| <p><u>SUBJECT/PROPOSAL/REQUEST</u> REVISE SAID POLICY TO REFLECT HEALTHCARE REFORM DEFINITION OF A PART- TIME EMPLOYEE FOR EMPLOYER HEALTH INSURANCE CONTRIBUTION.</p> | <p><u>ACTION:</u> <u>INFORMATION:</u> <u>CONSENT AGENDA:</u> <u>ACTION:</u> <u>INFORMATION:</u> APPROVE REQUEST TO REVISE POLICY</p> |
| <p><u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u></p> | <p><u>ATTACHMENTS:</u> YES <u>REVIEWED BY:</u> REX</p> |
| <p><u>STAFF CONTACT(S):</u> Messrs, Mr. Huff ; Mr. Whitlow & Ms. Barnes</p> | |

BACKGROUND:

The Affordable Healthcare Act requires employers to offer health/medical insurance, at the **full time employer contribution amount**, to employees who work an average of 30 hours per week over a reference period that the employer may choose. A decision has to be made regarding re-dining part-time status and limiting weekly part-time hours. Staff surveyed surrounding localities and reviewed the hours worked by current County part-time employees to determine the best course of action for the County and the citizens.

DISCUSSION:

The Commonwealth of Virginia, and all surrounding localities surveyed, is reducing part-time hours to below the 30 hour threshold. Franklin County has determined that reducing part-time hours to below the 30 hour threshold is the best course of action for the County. This action may affect approximately 14 employees who are working 32 - 34 hours a week. The County understands that the cutback of hours **MAY** require additional part-time employees, but management will be encouraged to look at current resources to see if changes can be made without additional staff. The decision to reduce hours to below 30 for part time employees is to

allow the County to continue to be fiscally responsible to its citizens by providing services at the most reasonable costs.

RECOMMENDATION:

Respectfully request that Staff be allowed to revise Policy # 2.30, Employment Types to reflect that the part-time status be classified as working less than 30 hours, not to exceed 124 hours a month without supervisory approval. See attached.

OBJECTIVE – The County will maintain standard definitions of employment and will classify employees in accordance with these definitions. To aid in continuity and ease of reading, masculine pronoun will be used throughout our policies to denote both male and female employees.

I. DEFINITION OF EMPLOYEE STATUS

A. Classified Employees – A classified employee is defined as any County employee.

B. Initial Period of Employment – This time period is for six (6) months. Based on a satisfactory evaluation review, employee moves to regular status.

C. Regular – Employment in an approved budgeted full-time or part-time position which is meant to be part of the regular County work force.

D. Full-Time: Employment in an established position for not less than 37.5 hours per normal work week (Sunday 12:00 midnight to 11:59 PM Saturday)* and 52 weeks per fiscal year.

E. Part-Time Employees: Part Time:–Employment in an established position requiring less than 37.5-30 hours per normal work week, not to exceed 124 hours a month without supervisory approval.

F. Salaried County Member: Employment as a member of the County Board of Supervisors which is paid on an annual salary basis.

G. Temporary: Employment in a position established for a specific period of time or for the duration of a specific project; timeframe (Seasonal); or group of assignments or employment as a substitute in the absence of the incumbent in a position classified as full-time or part-time for less than three (3) four (4) months.

**NOTE: Schedules other than those noted may be established by Department Heads provided that the alternate schedules are in writing and provided to the employees and to County Administration.*

II. EXTENT OF PARTICIPATION IN BENEFITS

A. Full-Time Employees: Eligible to participate in all benefit programs.

B. ~~Part-Time Employees:Part Time:~~ Employees who are scheduled to work a minimum of 20 hours to a maximum of 29 hours a week on an annual basis may pParticipate in prorated leave benefits and, holidays. They also may participate in and medical insurance at the full premium cost. Part-Time employees, after 5 years of service, are eligible for a -prorated portion of employer share of applicable medical. County employees hired prior to the implementation of this policy (i.e. October, 1985) and who received benefits, will not lose such benefits. Part-time employees who are hired to work less than 20 hours a week on an annual basis, are not eligible to participate in any benefit program.

C. Temporary/Seasonal: Not eligible to participate in benefit programs.

D. Salaried County Board Member: Eligible to participate in all health and dental insurance programs.

Employees entitled to benefits will receive such benefits per County policy and in accordance with State and/or Federal regulations if applicable ~~from the date of employment.~~

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

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| <p><u>AGENDA TITLE:</u> Movement of the Office of the Sheriff's Westlake office</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Office of the Sheriff request the Board of Supervisors approve the signing of the lease for office space at Westlake</p> <p><u>STAFF CONTACT(S):</u> Sheriff Overton, Captain Torbert</p> | <p><u>AGENDA DATE:</u> June 17, 2013 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> X <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> RET</p> |
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BACKGROUND:

The Office of the Sheriff is currently co-located with Public Safety on the lower level at 13205 Booker T. Washington Highway. The current location is not conducive for the Office of the Sheriff due to the fact that it not visible from the roadway and it is not easily accessible to the public. Currently, the Office of the Sheriff is evaluating the possibility of implementing a video magistrate system, a live scan computer and in order to make this office space more operationally functional. By making this an operationally functioning office, the Office of the Sheriff will be able to better serve the citizens in this community.

DISCUSSION:

The Office of the Sheriff would like for the Board of Supervisors to approve the signing of the lease for office space located in the same area as the current location. However, the proposed location will be directly off Booker T Washington Highway on street level where it will be visible to the public. This location is known as 13245 Booker T. Washington Highway Suite A, Hardy, VA 24101. The proposed space will be 1,358 square feet. The Willard Companies will renovate the property based on input from the Office of the Sheriff in order to meet our needs. The Office of the Sheriff will be charged \$16.00 a square foot. Based on the square footage of the area, the annual lease will be \$21,728.00. This amount includes the electric, water and cleaning once a week. The Office of the Sheriff is evaluating the possibility of implementing a video magistrate system, a live scan computer and different office work groups that could work out of this office space. The intent of the Office of the Sheriff is to make this an operational location that meets the needs of the surrounding community.

The current lease is for \$15,322.00 a year. This increase amounts to \$6,406.00. This increase will be absorbed within the operational budget of the Office of the Sheriff. The contract is designated for a 5 year term and does include an early out which states that if the Office of the Sheriff takes the option to relocate Westlake Towne Center, a 30 day notification will be accepted. However, if the Office of the Sheriff relocates to another property not developed by The Willard Company a 12 month notice is required.

RECOMMENDATION:

Staff respectfully requests the Board of Supervisors approve the signing of the lease for this office space.