

ADMINISTRATOR REPORT
February 27, 2020

TO: The Campbell County Board of Supervisors
FROM: Frank J. Rogers, County Administrator
RE: March 3, 2020 Board of Supervisors Meeting

6:00 PM - Call to Order and Pledge of Allegiance by Chairman Watts
Moment of Silence

1. APPROVAL OF MINUTES

[WORK SESSION – JANUARY 21, 2020](#)

2. APPEARANCES

- a. WES GARDNER – Mr. Gardner would like to address the Board regarding the Campbell County Militia Muster.
- b. TIM TRENT, BLUE RIDGE REGIONAL JAIL ADMINISTRATOR – Mr. Trent will provide the Board with an update on the Blue Ridge Regional Jail Authority.
- c. [NINA THOMAS, CAMPBELL COUNTY HISTORICAL SOCIETY](#) – Mrs. Thomas would like to address the Board regarding funding for the Historic Courthouse.
- d. [MARY PASCALE, DIRECTOR OF RECREATION](#) – Mrs. Pascale would like to address the Board regarding a potential Boy Scout Eagle Project at S.R. Bryant Memorial Way.

Attachments:

- [Special Use Permit Approval](#)
- [S.R. Bryant Memorial Way Master Plan](#)

RECOMMENDATION: Staff recommends the Board approve the proposal from the Boy Scouts.

3. ADMINISTRATOR'S ITEMS

Frank J. Rogers, County Administrator

- a. BOARD DIRECTION REGARDING APPOMATTOX COUNTY AND NELSON COUNTY'S DEFAULT UNDER THE REGION 2000 SERVICES AUTHORITY'S MEMBER USE AGREEMENT
- b. [FINANCIAL ADVISORS – PROPOSED FINANCING OPTIONS/NEXT STEPS](#)

In October of 2018, the Board retained Davenport & Company as the County's financial advisors. Since that time, Davenport has worked with the County to review draft financial policies that were

subsequently adopted by the Board of Supervisors. Davenport has worked to develop plans of finance for the County's School capital needs. Davenport has also been instrumental in assisting the County in securing a \$7.5 million line of credit to facilitate the anticipated costs of the public safety radio system upgrade, as well as some of the initial costs associated with the Rustburg Middle School project.

In December, staff of Davenport accompanied County staff to make presentations to each of three credit rating agencies. As the County prepares to undergo significant capital projects for schools and public safety, it is critical that we have a strong credit rating as we go out to the market to borrow the capital necessary to fund these projects.

Representatives from Davenport and Company will be present to provide the Board of Supervisors with an update on the results of the meetings with the three credit ratings. They will also be presenting an overview of next steps and recommendations with regard to how to best fund the Middle School project and the Radio System replacement.

More specifically, staff anticipates that Davenport will recommend that, given the present favorable interest rate environment, the County proceed with securing a significant portion of the anticipated funding needed while rates are at remarkably low levels. In so doing, the County will be able to avail itself of necessary capital at the lowest possible rates.

RECOMMENDATION: Staff recommends the Board receive the presentation and, if the Board concurs with proceeding, authorize staff to work with Davenport to secure the bond funding.

c. [PUBLIC SAFETY RADIO SYSTEM REPLACEMENT – REGIONAL RADIO BOARD](#)

For many months, the County has been exploring options for the replacement of the existing, aging Public Safety radio system. While plans for the replacement of the system have been on the County's radar for several years, discussions began in earnest in the Fall of 2018. At that time, preliminary discussions were had regarding the viability of the County joining the Regional Radio Board as a member jurisdiction. In May of 2019, representatives from L3 Harris gave the Board an overview as to how a regional approach would work.

In June 2019, the Board of Supervisors authorized continued discussions with the Regional Radio Board, as well as directed that a Request for Proposals (RFP) for a "stand alone" County system be developed as a means of comparing options available to the Board. Responses to that RFP were received in October of 2019. A line of credit was also secured to fund this effort.

With the help of a consultant team from CTA, the various "stand alone" proposals were reviewed, clarified and ranked. Those proposals and resulting rankings were presented to the Board of Supervisors on February 4th. After considering the proposals under review and the associated costs and coverage, the Board directed that staff engage representatives of the Regional Radio Board to finalize costs associated with joining the regional board.

Attachments:

- [Cooperative Agreement](#)
- [Maintenance Agreement](#)
- [January 30, 2020 Memorandum](#)
- [July 10, 2019 Correspondence from Regional Radio Board](#)
- [October 7, 2019 Correspondence from Regional Radio Board](#)

RECOMMENDATION:

Staff recommends the Board authorize staff to proceed to become members of the Regional Radio Board. To do so, the Board must first decide not to accept the proposals received in response to the RFP for a stand-alone system and cancel that RFP. The Board would then direct the County Attorney to work in coordination with the Regional Radio Board to draft the necessary addendum to the Cooperative Agreement to incorporate Campbell County's membership.

Once such addendum is drafted it will have to be presented to each of the governing bodies of the current Regional Radio Board member jurisdictions. Each of those governing bodies must authorize the addendum for Campbell County to join.

Staff further recommends that the Board authorize staff to finalize negotiations and enter into a contract with L3 Harris for the purchase of the necessary equipment for a P25 Trunked System as enumerated above. This equipment will be required for either a regional approach or a stand-alone approach (although under the stand-alone option additional costs will be incurred) and pricing guarantees are only valid through March.

d. [FISCAL YEAR 2021 – 2025 CAPITAL IMPROVEMENT PLAN \(CIP\)](#)

The County annually adopts a Capital Improvement Plan (CIP) as part of the budget development process. The CIP is a five-year planning tool that identifies capital assets and investments that are anticipated and/or planned. Traditionally the CIP incorporates known expenses that exceed \$10,000 for fixed assets. This is where large, fixed assets and projects are budgeted. The attached recommended Fiscal Year 2021-2025 CIP reflects the on-going investment needed to maintain the County's existing infrastructure.

Attachment: [Recommended CIP FY21-25](#)

RECOMMENDATION: Staff recommends the Board review the attached recommended CIP. Following any discussion, staff further recommends the Board approve the attached CIP for Fiscal Years 2021-2025.

Clifton M. Tweedy, Deputy County Administrator

e. [HIGHWAY MATTERS](#)

- i. Status of Outstanding Highway Matters: See memorandum
- ii. Highway Matters Action Items: None
- iii. A few minutes is scheduled each month for Supervisors to voice any questions or concerns regarding highway matters.

RECOMMENDATION: Please provide staff with any highway matters the Board has or that need to be passed along to VDOT.

4. [CONSENT AGENDA](#)

a. [APPROPRIATIONS](#)

Attached is an appropriation listing for the Board's consideration.

b. COUNTY ATTORNEY INVOICE

Attached is an invoice for \$11,973.75 from the county attorney for services provided from January 22, 2020 through February 18, 2020.

Services

General Representation:	\$6,045.00
Real Estate Tax Collection:	\$3,549.00
Personal Property Tax Collection:	\$253.50
Miscellaneous Matters:	\$643.50

Expenses Paid

Real Estate Tax Collection:	\$1,455.40
Personal Property Tax Collection:	\$12.40
Miscellaneous Matters:	\$14.95

RECOMMENDATIONS: Staff recommends the Board:

- a. Approve the appropriations as presented;
- b. Approve the County Attorney invoice of \$11,973.75.

5. APPOINTMENTS

Attached for your review is a [list of appointments](#).

6. MATTERS FROM THE BOARD

A few minutes is scheduled at each meeting to discuss [matters from the Board](#).

7. CLOSED MEETING

- a. Staff is requesting the Board of Supervisors enter into [Closed Session in accordance with Section 2.2-3711 \(A\)\(5\) of the Code of Virginia](#) to discuss a prospective existing business or industry expansion.

7:00 P.M.

8. PUBLIC HEARINGS - None



9. AGENCY MINUTES AND REPORTS

- | | |
|--|-------------------|
| a. Brookneal/Campbell County Airport Authority | December 4, 2019 |
| b. Industrial Development Authority | October 24, 2019 |
| c. Library Board | November 18, 2019 |
| d. Library Board | January 20, 2020 |
| e. School Board | June 17, 2019 |
| f. School Board | July 8, 2019 |
| g. School Board | August 12, 2019 |
| h. Social Services Board | January 15, 2020 |

10. INFORMATIONAL ITEMS

- | | |
|--|---------------|
| a. Expenditure Revenue Summary | January 2020 |
| b. Treasurer's Report | January 2020 |
| c. Unassigned Fund Balance | January 2020 |
| d. 2019 Attendance Records | February 2020 |
| e. Library News | February 2020 |
| f. 52 in 52 Business Visits | January 2020 |

BOARD OF SUPERVISORS MEETING SCHEDULE

Revised 2/04/20

Tuesday, March 3rd –

- 6:00 PM – Regular Administrative Business Meeting
- 7:00 PM – Public Hearings

Tuesday, March 17th –

- 6:00 PM – Board work session – topic TBD

Monday, March 30th –

- Dinner with Campbell County Farm Bureau (time and place to be determined)

Tuesday, April 7th –

- 5:00 PM – Broadband Authority
- 6:00 PM – Regular Administrative Business Meeting
- 7:00 PM – Public Hearings

Tuesday, April 14th –

- 6:00 PM – Budget work session

Thursday, April 16th –

- 6:00 PM – Budget work session

Tuesday, April 21st –

- 6:00 PM – Board work session – topic TBD

Tuesday, May 5th –

- 6:00 PM – Regular Administrative Business Meeting
- 7:00 PM – Public Hearings (Budget)

Tuesday, May 12th –

6:00 PM – Final Budget Presentation

Monday, May 18th –

6:30 PM – Joint Committee Meeting – Campbell Co. Technical Center (Hogg, Shockley)

Tuesday, May 19th –

6:00 PM – Board work session – topic TBD

Tuesday, June 2nd –

6:00 PM – Regular Administrative Business Meeting

7:00 PM – Public Hearings

Tuesday, June 16th –

6:00 PM – Board work session – topic TBD

Tuesday, July 21st –

5:00 PM – Broadband Authority

6:00 PM – Regular Administrative Business Meeting

7:00 PM – Public Hearings

Tuesday, August 4th –

6:00 PM – Regular Administrative Business Meeting

7:00 PM – Public Hearings

Tuesday, August 11th –

5:00 PM – EMSAC – Public Safety Conference Room (Cline, Moore)

6:00 PM – FAC

Monday, August 17th –

6:30 PM – Joint Committee Meeting – Campbell Co. Technical Center (Hogg, Shockley)

Tuesday, August 18th –

6:00 PM – Board work session – topic TBD

Tuesday, September 1st –

6:00 PM – Regular Administrative Business Meeting

7:00 PM – Public Hearings

Tuesday, September 15th –

6:00 PM – Board work session – topic TBD