

ADMINISTRATOR'S REPORT

DATE: March 22, 2007

TO: Board of Supervisors

FROM: R. David Laurrell, County Administrator *R. David Laurrell* 3/28/2007

RE: April 2, 2007 Board of Supervisor's Meeting

5:00 p. m. [Administration / Management Services Meeting](#) (Pendleton / Rosser)

7:00 p. m. Call to Order, Invocation by Supervisor Boyer

ADMINISTRATOR'S ITEMS

Mike Davidson, Economic Development Director

1. [Industrial Development Authority Annual Report](#) (10 minutes)

The Campbell County Board of Supervisors authorized the creation of the Industrial Development Authority in 1969. During the past two years, the Industrial Development Authority has become more active with economic and industrial development projects and initiatives. George Rosser, Chair of the Industrial Development Authority, will present the [2006 Annual Report](#) to the Board, and will be available for any questions the Board may have.

RECOMMENDATION: Staff recommends the Board of Supervisors accept the Campbell County Industrial Development Authority's 2006 Annual Report as submitted.

Alan Lane, Director of Management Services

2. [Presentation of the County Fiscal Year 2008 Budget Books](#) (15 minutes)

The budget books for FY 2008 will be distributed at the Board Meeting. A brief review of the budget books will be covered at that time. In depth review of the budget will be done at the scheduled budget workshop on April 5th at 7:00 p. m. in the Historic Courthouse Conference Room.

RECOMMENDATION: No action required at this time. Please review budget books prior to the budget workshop on April 5th.

Dr. George Nolley, Superintendent of Schools

3. [Presentation of Schools Fiscal Year 2008 Budget Request](#) (15 minutes)

Dr. Nolley will distribute and provide an overview of the Fiscal Year 2008 Budget request for Campbell County Schools. Time is scheduled for general questions at this meeting. Specific review of the entire County budget is scheduled for the April 5th workshop at 7:00 p. m.

Recommendation: Accept the budget request for further review at the April 5th budget workshop.

Linda P. Owen, Library Director

4. [Timbrook Library/Recreation Center Capital Campaign](#) - (15 minutes)

Carl Manfield, of Manfield Consulting Counsel, was hired by the Campbell County Public Library Foundation to conduct a Philanthropic Planning Study in the Timbrook area to determine the level of community and business support to build a new Timbrook Library & Recreation Center for \$3M. Momentum for this project has built as a result of conducting the interviews for the planning study. In order to maximize this momentum it is recommended that the Library Foundation and the Recreation Department prepare to move forward with this capital campaign. ([Campaign budget](#) attached.)

In order to proceed the Library Foundation would like the Board to officially state its support of the project with a commitment to convert the existing rent costs into a debt service payment to help fund the capital campaign in the amount of \$700,000, and to authorize the use of budgeted future expenditures to pay for the fundraising costs in the amount of \$99,460. These funds would be reimbursed to the capital improvement plan as funds are collected from private proceeds for an additional future capital campaign contribution of \$200,000. This proposal has been presented to the Recreation Department, their Advisory Council, the Timbrook Park Committee and the Human Services Committee and has received their endorsement.

RECOMMENDATION: The Library Foundation recommends the Board of Supervisors vote to commit \$50,000 per year over 20 years to offset debt services for this building in lieu of rental payments. Additionally, it is recommended the Board advance \$99,460.000 to the Foundation from the \$200,000 CIP funds set for the Timbrook Park in FY 2010. As soon as this amount has been raised for the capital campaign it would be reimbursed to the County to return to the Timbrook Park CIP funds to be distributed in FY 2010 for the building project.

Clifton M. Tweedy, Deputy County Administrator

5. [Phase I Master Planning Charette](#) (5 minutes)

As a first step in the Master Plan Phase I final design Dewberry is requesting a charette to clarify the scope. A charette is a process where the designers meet with the clients on site to work through the expectations of all the parties and develop preliminary plans for review. These planning exercises usually last for one full day and will allow both the consultant and the County to fully understand the project

scope. Another important outcome of the charette will be an updated construction cost estimate. The two days scheduled for these meetings are April 10th and April 12th. Both members of the Public Works Committee are planning to attend.

RECOMMENDATION: After receiving the information above and asking any questions let staff know if other Board members plan to attend.

R. David Laurrell, County Administrator

6. [Permission to Advertise – Bio-solids Ordinances](#) (10 minutes)

The Board of Supervisors at the regular February 5th meeting directed staff to develop an ordinance for presentation to the Board for consideration for permission to advertise. At the regular March 19th meeting the Board directed staff to develop three separate ordinances based on the three components of the draft reviewed on March 19th. The original draft was developed using a proposed ordinance provided by Citizens Against Toxic Sludge (C.A.T.S.) as well as the Virginia Association of County's model ordinance. The original ordinance – [Ordinance "A"](#) as well as [Ordinance "B,"](#) which deletes references to corporate activity, and [Ordinance "C,"](#) which deletes references to both corporate activity and stricter testing and monitoring over and above what is authorized by state law are attached. Additionally, staff would like to briefly discuss the hearing process for the April 17th public hearing scheduled for Rustburg High School.

RECOMMENDATION: Staff recommends the Board authorize advertising of the attached ordinances for public hearing to be held on April 17th at 7 PM in the Rustburg High School auditorium as well as providing comment on the proposed presentation process.

7. [Resolution – Victims Rights Week](#) (3 minutes)

The week of April 22 to 28, 2007 has been named as National Crime Victims' Rights Week to offer all of us the opportunity to promote strength in unity in helping victims and survivors of crime and recognizing their rights as victims. A resolution is included to designate the week of April 22 to 28, 2007 as Campbell County Crime Victims' Rights Week to honor crime victims and those that serve them during this week.

RECOMMENDATION: Staff recommends the Board adopt the attached resolution to designate the week of April 22 to 28, 2007 as Campbell County Crime Victims' Rights Week.

Please advise if Chairman Puckett or another Board member is available to present the resolution at the April 27th ceremony at 8 AM in the Circuit Court.

CONSENT AGENDA

8. **Following are Consent Agenda items for your approval:**

- a.) [Appropriations](#) – attached are several appropriations for your approval
- b.) [County Attorney Fees](#) – Invoices have been received in the amount of \$16,248.32
- c.) [Request for Water Line Extension](#) – CARGUNN Properties is requesting a water line extension off Leesville Road near Town Fork Road

Recommendation:

- a.) **Approve the appropriations**
- b.) **Approve the County Attorney fees**
- c.) **Staff recommends approval of the water line extension**

APPOINTMENTS

9. [Appointments](#)

An updated appointment list for the Building Code Board of Appeals, Board of Fire Prevention Code Appeals and Board of Zoning Appeals is attached for your convenience.

RECOMMENDATION:

- a.) **Staff recommends the Board appoint Jerry Stahlman, or make an alternate appointment to fill the vacancy of Building Code Board of Appeals and Board of Fire Prevention Code Appeals.**
- b.) **Included separately are two applications for citizen service that were on file. Please advise staff if you need any further assistance with a recommendation to fill the vacancy of Board of Zoning Appeals.**

MATTERS FROM THE BOARD

10. A few minutes will be scheduled at each meeting to discuss matters from the Board.

CLOSED MEETING

11. Staff is requesting the Campbell County Board of Supervisors enter into Closed Session in accordance with [Section 2.2-3711 \(A\)\(7\)](#) of the Code of Virginia to discuss legal matters related to a number of public nuisances.

AGENCY MINUTES AND REPORTS

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| 12. | Brookneal/Campbell County Airport Authority Minutes | January 24, 2007 |
| 13. | Brookneal/Campbell County Airport Authority Minutes | February 28, 2007 |
| 14. | EMSAC Minutes | March 05, 2007 |
| 15. | IDA Minutes | January 22, 2007 |
| 16. | Library Minutes | February 20, 2007 |
| 17. | R E Lee Soil and Water Conservation Minutes | February 27, 2007 |
| 18. | Recreation Advisory Committee Minutes | March 13, 2007 |
| 19. | Recreation Financial Report | February 2007 |
| 20. | Recreation's February Programs | February 2007 |
| 21. | School Board Minutes | March 6, 2007 |
| 22. | Social Services Minutes | February 21, 2007 |

INFORMATION ITEMS

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| 23. | Local Government Council Annual Meeting
(Please let Cathy know if you plan to attend) | April 19, 2007 |
| 24. | Appropriations and Transfers | April 02, 2007 |
| 25. | Attendance 2006 Records | January – December 2006 |
| 26. | Date Change for School Board Meetings | March 20, 2007 |
| 27. | FOIA Request | March 15, 2007 |