

## ADMINISTRATOR'S REPORT

DATE: April 27, 2007  
TO: Board of Supervisors  
FROM: R. David Laurell, County Administrator *R. David Laurell* 5/1/2007  
RE: Board of Supervisor's Meeting – May 07, 2007

5:00 p. m. [CED Committee Agenda](#) (Boyer/Carter)  
5:00 p. m. [Public Safety Committee Agenda](#) (Gunter/Puckett)  
[Attachment I](#) – [Attachment II](#)  
5:30 p. m. [EMSAC Agenda](#)  
[Attachment I](#)  
7:00 p. m. Call to Order, Invocation by Supervisor Falwell

May 8, 2007 2:00 p. m. – Mr. Carter & Mr. Puckett meet with County Administrator and  
Leesville Lake Association at Altavista Train Station

**May 15, 2007 12:00 noon - Business Appreciation Luncheon at Campbell County Tech Center**

### Approval of Minutes

1. **Approval of Minutes** - April 16, 2007 – Regular Meeting  
April 19, 2007 – Local Government Council Annual Meeting  
April 26, 2007 – Annual Dinner Meeting

### PUBLIC HEARING

Alan Lane, Director of Management Services

#### 2. [Budget Public Hearing for FY 2008 Budget](#)

The Board of Supervisors authorized staff to advertise the proposed FY 2007 – 2008 budget following the workshop on April 16. A public hearing on the proposed budget was advertised (advertisement attached) for 7 PM on May 7<sup>th</sup>.

The proposed budget of \$119,524,310 is based on the Board's action on April 16 and reflects a real estate tax rate of 44 cents per hundred dollars of assessed value. This was reduced from the previous year's rate of 52 cents, however because of the reassessment 44 cents generates an average increase of approximately 4.8% in real estate taxes. A [revised budget synopsis](#) reflecting changes is attached. Final action on the proposed budget is scheduled for May 21, as required by state code.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing. Please advise staff of any final adjustments you would like for us to make prior to presentation of the final version at your May 21<sup>st</sup> meeting for adoption.**

3. [Reassessment Tax Rate – FY 2008](#)

The Board of Supervisors is required by state code to conduct a public hearing whenever the effective tax rate on real estate increases by more than 1% during a reassessment year. In conjunction with the proposed FY 2007 –2008 budget proposal the Board of Supervisors authorized staff to advertise (advertisement included) a tax rate of 44 cents per \$100 of assessed value on real estate. This tax rate, while lower than last year’s rate of 52 cents, effectively increases average real estate taxes by 4.8 percent as a result of the reassessment process.

**RECOMMENDATION: Staff recommends the Board conduct the required public hearing and solicit citizen comment regarding the proposed real estate tax rate. No action is required at this time. Please advise staff of any final adjustments in tax rate, if needed, in preparation for the final adoption scheduled on May 21.**

**ADMINISTRATOR’S ITEMS**

Richard M. Verilla, Director of Social Services

4. [Proclamation: Campbell County Foster Care Awareness Month, May 2007](#)  
(10 minutes)

Carolyn Cowart and Rick Verilla will be present to ask the Board to adopt a proclamation. May is National Foster Care Month. All children deserve and benefit from enduring, positive relationships with caring adults. In Campbell County, there are over 80 children currently in foster care. These young people have a special need to make connections with nurturing adults because their own families are in crisis. Across the country and in Campbell County, there are people giving these children secure, stable places to call home until they can either safely reunite with their parent or establish other lifelong family relationships. They are helping these children build brighter futures by serving as foster parents, relative caregivers, mentors, advocates, social workers, and volunteers. We need to recognize their efforts and encourage others to recognize that there is something they can do to make a child’s life story a good one. A proclamation recommending May 2007 as Campbell County Foster Care Awareness Month is included. Carolyn Cowart would like to present Foster Care Awareness Month pins to each Board Member at the meeting. There may also be staff and foster parents present who will applaud the Board of Supervisors’ support of the Foster Care program in Campbell County.

**RECOMMENDATION: Staff recommends the Board of Supervisors adopt the attached proclaiming that May 2007 is officially Campbell County Foster Care Awareness Month.**

5. **Bond Reimbursement Resolution** (10 minutes)

A Board Reimbursement Resolution (three proposed projects included) is required if the Board desires the County be allowed to reimburse itself from bond proceeds for expenditures paid directly by the County for three proposed capital projects as follows: Concord Elementary School additions and renovations; Master Plan Phase I for Courthouse and building complex renovations and additions; and, the Rustburg/Concord Waterline. The Board may ultimately decide to go forward with any or all of these three capital projects to be funded by a bond issuance and is not bound to undertake any of these projects by issuing this Reimbursement Resolution. The Rustburg/Concord waterline is included since some of the cost will most likely be incorporated into the Concord school project bonding and/or may require some short term financing for 24 to 36 months or longer term financing if desired by the Board.

**RECOMMENDATION: Staff recommends Board approval of the attached Reimbursement Resolution authorizing the County to reimburse itself from bond proceeds resulting from expenditures paid out directly by the County for the following three capital projects: Concord Elementary School additions and renovations; Master Plan Phase I for Courthouse and building complex renovations and additions; and the Rustburg/Concord Waterline, if these projects are approved by the Board with bond financing at a later date.**

Clif Tweedy, Deputy County Administrator

6. **I.T. Building Renovations** (5 minutes)

The I.T. Building (Historic Jail) has had ongoing moisture and drainage problems which has affected the walls and the floors on the west side of the building. The brick mortar joints are allowing moisture to wick through to the wall and poor drainage is allowing moisture to enter the crawlspace near the foundation. Vents have been added within the crawlspace to reduce the moisture but have failed to correct the problems. These moisture issues are jeopardizing the computer equipment that is used and stored in the building. \$15,000.00 was originally allocated for this project. Bids with specifications written to address and correct the moisture problems and deterioration within the wall, floor joists and crawlspace, were sent out to multiple contractors and only one quote was received. Robertson Construction Company submitted a quote in the amount of \$28,500.00. There is sufficient funding remaining after a waterproofing project at the Library was completed that will give us the funds required to complete this project. The funds are within the same line item and will not require a transfer of appropriation. If these repairs to the Historic Jail are left undone, the deterioration will continue, thus increasing the cost of any repairs in the future.

**RECOMMENDATION: Approve the quote submitted by Robertson Construction Company for repair work to the I.T. Building in the amount the amount of \$28,500.00 with a \$3,000.00 contingency.**

## CONSENT AGENDA

7. Following are Consent Agendas for your approval:
- a.) **Appropriations** – Attached are appropriations for your review.
  - b.) **County Attorney Invoices** – Invoices in the amount of \$13,809.54 have been received for services rendered.
  - c.) **Radar Units/Sheriff** - The Sheriff's Office has submitted a requisition to Central Purchasing for the purchase of seventeen (17) traffic radar units. These units are available on the Virginia State contract from Kustom Signals, Inc., Lenexa, Kansas. Cost per unit is \$1,627.00 for a total cost of \$22,778.00.
  - d.) **Seneca Commerce Park Virtual Building Contract Award** - On May 15, 2006, the Board approved the submission of a grant application to the Tobacco Indemnification and Community Revitalization Commission for the construction of a virtual building at Seneca Commerce Park. In July 2006, the Tobacco Commission awarded Campbell County a \$60,000 grant for this purpose. On February 20, 2007 the Board authorized the release of an RFP for the Virtual Building Project. Purchasing released an RFP, and we received three proposals.
  - e.) **Silencer Kits & Flash-Hider/Adapters for Sheriff's Office** - Quotations were solicited for the purchase of 13 Silencer Kits and Flash-Hider/Adapters for Commando style Machine Guns.

### **RECOMMENDATION: Approve items a – e.**

- a.) **Approve the Appropriations**
- b.) **Approve the County Attorney Invoices in the amount of \$13,809.54.**
- c.) **Approve the purchase of seventeen traffic radar units from the State Contract vendor, Kustom Signals, Inc, for a total cost of \$22,778.00.**
- d.) **Staff recommends the Board of Supervisors authorize the award of the contract for the Seneca Commerce Park Virtual Building Project to Draper Aden Associates for an amount not to exceed \$75,000 and authorize the County Administrator to execute the contract, pending county attorney review. Grant funds and budgeted CIP funds are available to pay for the project.**
- e.) **Accept the low bid of Town Police Supply, Collinsville , VA for the 13 Silencer Kits and Flash-Hider/Adapters for a total cost of \$12,423.00.**

## MATTERS FROM THE BOARD

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

### **AGENCY MINUTES AND REPORTS**

- |     |   |                    |
|-----|---|--------------------|
| 9.  | <a href="#">CCUSA Minutes</a>                   | September 26, 2006 |
| 10. | <a href="#">CCUSA Minutes</a>                   | October 24, 2006   |
| 11. | <a href="#">CCUSA Minutes</a>                   | November 28, 2006  |
| 12. | <a href="#">CCUSA Minutes – Special Meeting</a> | December 14, 2006  |
| 13. | <a href="#">CCUSA Minutes – Special Meeting</a> | January 30, 2007   |
| 14. | <a href="#">CCUSA Minutes – Special Meeting</a> | February 20, 2007  |
| 15. | <a href="#">CCUSA Public Hearing Minutes</a>    | February 20, 2007  |
| 16. | <a href="#">Fire Commission Minutes</a>         | April 18, 2007     |
| 17. | <a href="#">Library Minutes</a>                 | March 19, 2007     |
| 18. | <a href="#">Recreation Financial Report</a>     | March 2007         |
| 19. | <a href="#">Recreation Programs</a>             | March 2007         |
| 20. | <a href="#">Expenditure/Revenue Summary</a>     | March 2007         |
| 21. | <a href="#">School Board Minutes</a>            | March 19, 2007     |
| 22. | <a href="#">Treasurer’s Report</a>              | March 2007         |
| 23. | <a href="#">Undesignated Cash Balance</a>       | March 2007         |
| 24. | <a href="#">Undesignated Fund Balance</a>       | March 2007         |

### **INFORMATION ITEMS**

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|-----|--|----------------|
| 25. | <a href="#">2-1-1 VA Quarterly Problems/Needs Inquires</a>           | April 18, 2007 |
| 26. | <a href="#">Appropriations and Transfers</a>                         | May 2007       |
| 27. | <a href="#">Holiday Forest Property Owner’s Assoc - Holiday Lane</a> | April 17, 2007 |
| 28. | <a href="#">Hurt and Proffitt Letter</a>                             | April 26, 2007 |
| 29. | <a href="#">Intermet – Archer Creek Foundry Layoffs</a>              | April 24, 2007 |
| 30. | <a href="#">Report on Delinquent Taxes</a>                           | April 2007     |
| 31. | <a href="#">Report on Public Nuisances</a>                           | April 2007     |
| 32. | <a href="#">Report on Taxes Collected</a>                            | April 2007     |
| 33. | <a href="#">Report on Zoning Violations</a>                          | April 2007     |
| 34. | <a href="#">School Board – Change in Meeting Date</a>                | April 17, 2007 |

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35. [Transco Gas Pipeline Approval](#) April 13, 2007
  36. [VA Employment Commission Funding](#) April 12, 2007
  37. [VDH Ordinance Review](#) April 19, 2007
  38. [VDOT Public Hearing Notice – Six Year Plan](#) March 23, 2007
  39. [VPDES Permit – Briarwood MHP](#) April 11, 2007
  40. [VPDES Permit – Gladys Timber Products](#) April 10, 2007
  40. [YWCA Executive Director Retires](#) April 19, 2007