

ADMINISTRATOR'S REPORT

DATE: April 14, 2008

TO: Board of Supervisors

FROM: R. David Laurell, County Administrator *R. David Laurell* 4/16/2008

RE: April 21, 2008 Board of Supervisors Meeting

11:00 a.m. [Human Services Committee](#) (Falwell / Puckett)

1:00 p.m. Call to Order, Invocation by Supervisor Falwell

2:30 p.m. Budget Workshop – Permission to Advertise

APPEARANCES

Don Austin, Residency Administrator

1. VIRGINIA DEPARTMENT OF TRANSPORTATION MATTERS

The Residency Administrator will be present to receive any highway matters from the Board:

a.) [NAMING OF OTTER RIVER BRIDGE](#) - Supervisor Goldsmith was requested to consider naming one of the bridges on U.S. 29 over the Otter River in memory of Deputy Jason Saunders who was killed in the line of duty last year. Information from VDOT on the process is included.

RECOMMENDATION:

a.) Staff recommends the Board consider this request and if appropriate adopt a motion to authorize staff to work with VDOT through this process. A specific resolution would be brought back to the Board for consideration at a future meeting.

David Shreve, Altavista Area/Campbell County Habitat for Humanity

2. [HABITAT RECOGNITION PRESENTATION](#)

David Shreve, President of the Altavista Area/Campbell County Habitat for Humanity, Inc. has requested time on the Board's agenda to present a plaque of recognition to Joseph Heddings for his help in their recent Blitz Build on November 10th and 11th. ([Letter of recognition attached.](#))

RECOMMENDATION: Please join Mr. Shreve and me in thanking Joseph and the other employees of the County who participated in this community volunteer event following the presentation.

ADMINISTRATOR'S ITEMS

Michael Daly, Department of Youth, Adult and Community Services

3. [COMPREHENSIVE SERVICES ACT BUDGET](#) (5 minutes)

As previously discussed staff is currently projecting that the funds budgeted for the Comprehensive Services Act (CSA) Program will be exceeded before the end of the fiscal year. The current budget is \$3,250,000. The estimated cost for the year will be \$4,400,000 resulting in a deficit of \$1,075,000. Staff is requesting supplemental funding sufficient to meet this State mandated program; funds from the State at a rate of 64.12% will be requested and local funds will be needed to make up the difference.

RECOMMENDATION: Staff is recommending the Board approve the attached supplemental request.

Mike Davidson, Economic Development Director

4. [Economic Education EDC Position](#) (5 minutes)

On January 31, 2008, the Economic Development Commission voted to adopt the included *Economic Education EDC Position*, present it to the Board of Supervisors, and recommend it for adoption.

RECOMMENDATION: The Economic Development Commission recommends that the Board of Supervisors adopt the *Economic Education EDC Position*, following which the EDC will present the position to the School Board for its consideration and invite Ms. Ayers to give a brief presentation on the issue.

Alan Lane, Director of Management Services

5. [Award of Financial Reporting ACHIEVEMENT](#) (5 minutes)

Campbell County has been awarded the *Award of Financial Reporting Achievement* from the Government Finance Officers Association of the United States for their fiscal year ending audited statements of June 30, 2007 marking the fourth year in a row this honor has been awarded to the County.

RECOMMENDATION: Staff wishes to present to the Board the certificates of achievement presented by the Government Finance Officers Association of the United States and Canada to Campbell County for the *Award of Financial Reporting Achievement* for its financial statements and reports issued as of June 30, 2007.

6. [Gasoline, Fuel, Heating Services and Electrical Services](#) (5 minutes)

Gasoline and fuel related costs along with heating and electrical services costs are all substantially above FY2008 budget on a projected basis due to higher prices. Requests for two supplemental appropriations for the General Fund along with requests for two transfers of appropriations within

the Landfill Fund are included here in order to address the anticipated budget shortage for the balance of the fiscal year. The vast majority of funds for fuel are expended for public safety services including volunteer and career fire and rescue and law enforcement.

RECOMMENDATION: Staff recommends Board approval of the two enclosed requests for General Fund supplemental appropriations along with the two enclosed transfers of appropriations within the Landfill Fund to fund gasoline, oil and grease, heating services and electrical services for the remainder of FY2008.

Mary H. Pascale, Director of Operations - Recreation

7. [MARSH HOUSE AT TIMBROOK PARK – STATUS](#) (5 minutes)

At the time of purchase, the Timbrook Park Property had three (3) buildings on site. Those buildings were the primary Marsh home, a small store building and a garage. The Marsh home was previously slated for demolition during Phase II park development scheduled for fiscal year 2010 (FY10).

The demolition of the Marsh home was moved forward as a priority due to the deteriorating state of the structure and the merging of Campbell County's Landfill services into the regional facility, effective July 1, 2008. Removal of the home prior to the consolidation of regional landfill services will eliminate the fees associated with the Regional Landfill, thus saving the County, and taxpayers, the expense. The park committee voted to allocate \$3,000.00 from the Timbrook Park capital budget line item to finance the demolition and removal of the structure by the in-house construction crew.

RECOMMENDATION: Staff and the Timbrook Park Committee recommend the Board authorize staff to proceed with the demolition of the Marsh home.

8. [PARK DEVELOPMENT STATUS](#) (15 minutes)

Campbell County operates seven (7) park properties. They range in size from 12 acres to approximately 200 acres. They include one green space (S.R. Bryant, Jr. Memorial Way, Timberlake area), Recreation Fields (Abbott-Duncan Recreation Fields, Rustburg area), one rustic park (Long Island Park, Long Island area), four area parks (Timbrook Park, Timberlake/Brookville area; Community Park, Naruna area; English Park, Altavista area; Long Mountain Park, Rustburg/Concord area); and one Countywide Park (Seneca area). Included is the summary sheet for developmental funding and a park project list with the current status of all projects.

The Recreation Department faces challenging issues as facilities are maintained and developed; the need for additional maintenance support, now and in the future. The heavy use on all facilities is stretching funding and personnel resources beyond reasonable expectations; it is likewise having a negative impact on recreation programs due to scheduling limitations.

RECOMMENDATION: Staff recommends the Board continue to appropriate funding for park property development, as well as staffing and maintenance needs, based on the expectation for development and maintenance as the Board sees appropriate.

Clifton M. Tweedy, Deputy County Administrator

9. [TRANSFER SITE HAULING CONTRACT](#) (5 minutes)

Since July 2005 BSW, Inc. has provided waste hauling services for the County and School system. The quality of service is good with no complaints. When this service was bid in 2005 (two years with options for three one year renewals) we knew there would be significant changes to the solid waste program in the next few years due to efforts toward regionalization. With all these changes occurring at the same time staff has developed a plan of how the transfer site hauling should change. The plan will most likely require some additional adjustment to ensure good service. In order to make any further adjustments and gather data concerning these changes we need to extend the hauling contract (included) with BSW for one additional year. This is done as a special case in order to gather the data necessary to develop bid specifications for bidding out this hauling service next year after all the changes in waste management services are implemented on July 1, 2008. Funds for these changes were anticipated and included in the proposed FY 2009 budget request.

RECOMMENDATION: Approve the negotiated renewal contract for waste hauling service for one additional year and authorize the County Administrator to sign the contract.

10. Following are CONSENT AGENDAS for your approval:

a.) [Request for Supplemental and Transfers of Appropriation](#) – Appropriations are attached for your consideration.

b.) [PAVEMENT UPGRADE PROJECT FOR LIVESTOCK ROAD TRANSFER SITE](#) –
With the transition to a regional landfill system, the Livestock Road transfer site operations will need to be modified. The redesign and paving proposed will provide for better control of refuse and provide for a method of handling bulk items once the Campbell County Landfill is not in operation starting July 1, 2008. Of the three bids solicited, two were received with Marvin V. Templeton & Son being the low bid of \$34,950. There are no change orders or issues anticipated with this project; however staff is requesting a contingency to bring the total money allocated for this project to \$40,000.00. Sufficient funds are available in the Transfer Site Improvements line of fund 515 to pay for this project.

RECOMMENDATIONS:

a.) Approve the appropriations.

b.) Request the Board to approve the low bid of \$34,950 from Marvin V. Templeton & Son and contingency of \$5,000 for the paving of the Livestock Road transfer site.

APPOINTMENTS

11. A list of [appointments](#) is attached for your review. ([CPMT list attached](#))

MATTERS FROM THE BOARD

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

BUDGET WORKSHOP

R. David Laurrell, County Administrator

13. [Budget Workshop Follow-up](#)

AGENCY MINUTES AND REPORTS

14. [EMSAC Minutes](#) April 7, 2008
15. [Fire Commission Minutes](#) March 19, 2008
16. [IDA Minutes](#) January 24, 2008
17. [Public Safety Minutes](#) April 7, 2008

INFORMATION ITEMS

18. [Boxley Addressing Questions/Concerns from Mark and Sarah Holberg](#) April 1, 2008
19. [Campbell County Historical Society – Chronicle](#) April 2008
20. [Copy of Treasurer’s Report](#) March 2008
21. [Leesville Lake – Funding Request to Campbell County](#) April 7, 2008
22. [Leesville Lake – Membership Letter](#) April 2, 2008
23. [School Board – Donations to Senior Citizen Program](#) April 4, 2008
24. [School Board – Change in Meeting Dates](#) March 21, 2008
25. [Spring 2008 Transportation Finance Overview](#) (Electronic only) April 9, 2008
26. [VDOT – Revised Transportation Revenue Forecast](#) April 3, 2008
27. [VDOT – Waiver Concurrence](#) April 2, 2008