

February 19, 2008 Board of Supervisors Meeting

ADMINISTRATOR'S REPORT

DATE: February 12, 2008

TO: Board of Supervisors

FROM: R. David Laurell, County Administrator *R. David Laurell* 2/14/2008

RE: February 19, 2008 Board of Supervisor's Meeting

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

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

Approval of Minutes

1. Approval of Minutes? [January 22, 2008](#) - Regular Meeting

[January 22, 2008](#) ? Road Hearing

APPEARANCES

2. Agenda Item Withdrawn

Don Austin, Residency Administrator

3. VIRGINIA DEPARTMENT OF TRANSPORTATION MATTERS

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

a.) [HIGHWAY IMPROVEMENT PROJECT, Campbell County Rt.676](#) ? Advertisement for proposed improvement of Partridge Lane, [Route 676](#), from Route 600 to the Charlotte County Line. The purpose of this project is to surface treat the non-hard surfaced roadway.

b.) [HIGHWAY IMPROVEMENT PROJECT, CAMPBELL COUNTY RT. 786](#) ? Advertisement for proposed improvement of Beth Lane, [Route 786](#), from Route 605 to the Dead End, in Campbell County. The purpose of this project is to surface treat the non-hard surfaced roadway.

c.) [RESOLUTION FOR ADOPTION OF SIX-YEAR PLAN](#) ? The Board of Supervisors and VDOT conducted a joint public hearing on the proposed Six Year Plan for Secondary Road Improvements on January 19, 2008. Donald L. Austin, Residency Administrator, Virginia Department of Transportation, is recommending approval of the [attached Six-Year Plan](#) for Secondary Roads (2009 through 2014) and the Construction Priority List (2009) for Campbell County.

RECOMMENDATIONS:

a.) Review highway improvement plan for Route 676.

b.) Review highway improvement plan for Route 786.

c.) Approve the Six-Year Plan for Secondary Roads (2009 through 2014) and the Construction Priority List (2009) for Campbell County and adopt the attached resolution.

ADMINISTRATOR'S ITEMS

Alan Lane, Director of Management Services

4. [Funding of Capital Projects](#) (10 minutes)

The Board has previously approved appropriations for two capital projects (Concord Elementary School renovations and additions \$16,000,000; and the Rustburg/Concord Waterline \$5,400,000) to be funded with long term debt and under consideration is a third capital project for the Phase I Master Plan for the county office complex that would require additional long term debt funding in the amount of \$12,800,000, if approved by the Board.

Staff requests permission to complete an application for bond issuance funding in the amount of \$34,280,000 that includes issuance costs for bonds through VML/VACO Finance Program for bonds to be sold in late May or early June of 2008. The application amount will be reduced at a later date if the Board does not approve the Phase I Master Plan for the county office complex. Staff believes the VML/VACO Finance program offers the best and most appropriate funding mechanism as to cost, timing and flexibility to the County. An [analysis provided by VML/VACO Financing Program](#) for the funding of all three capital projects is attached.

As information, staff has attached an [updated Debt Service Schedule](#) that shows long term debt costs for existing VPSA Bonds and Literary Loans for school construction projects along with the estimated additional capital funding costs being proposed here utilizing the VML/VACO Finance Program for the

three new capital projects. Staff will also be recommending the selection of LeClair Ryan as the County's bond counsel to help manage the funding process.

As requested by the Board, also attached is an [analysis of our long term debt](#) as it compares with other counties in the state. The analysis clearly shows that our existing long term debt compares very favorably with other counties in the state, and, that even with the proposed additional bond issuance of \$34,280,000, the County would still enjoy a low debt burden well below average per capita as compared to other counties in Virginia.

RECOMMENDATION: Staff recommends Board approval to complete an application for VML/VACO not to exceed \$34,280,000 for the two capital projects already appropriated for the Concord Elementary School and the Rustburg/Concord Waterline, and for the Phase I Master Plan for the county office complex. The application amount would be reduced if the third project is not approved, or if the cost comes in below estimates. Additionally, staff requests Board approval to retain the services of the firm of LeClair Ryan as our bond counsel to help manage the funding process on behalf of the County.

5. [Funding for Phase I Design Costs](#) (5 minutes)

At the Board of Supervisor's meeting on January 2, 2007 a contract was awarded to Dewberry for the design services for Phase I of the Master Plan in the amount of \$1,102,300. \$400,000 was subsequently appropriated by the Board as part of the FY2008 budget process. Dewberry has continued to prepare the drawings and specifications and the work has used up the initial \$400,000. A supplemental appropriation (included) of \$702,300 is needed to pay for the design services cost of this project.

The Phase I Master Plan project needs to be separated into three tasks for better tracking of expenditures. Staff is recommending creating two additional line items and transferring design services funds originally included in the combined line item Phase I ? Road Construction 4-302-094400-0051. The two new lines will be for; (1) design & consulting costs for Phase I; and (2) construction costs of Phase I. Design and construction costs originally designated for the road will remain in the original line item. The enclosed transfer of appropriation for \$400,000 will move the funding for design services into its own separate line.

RECOMMENDATION: Approve the two attached appropriations. The first one is to transfer \$400,000 from Phase I ? Road Construction 4-302-094400-0051 into Phase I ? Design Services 4-302-094400-0052. The second one is to provide a supplemental appropriation of \$702,300.00 from anticipated bond proceeds into line item Phase I ? Design Services 4-302-094400-0052 to pay for previously approved design services.

Clifton Tweedy, Deputy County Administrator

6. [Proposed Abandonment of Route 773](#)

Campbell County received a [letter dated December 10, 2007 from VDOT's](#) Assistant Residency Administrator, Robert Brown, referencing a request by Mr. Jeremy Funderburk of Evington Iron Works to abandon [Route 773](#) as a state maintained road. Located in the Altavista Election District, Route 773 was added to the state maintained road system in December of 1946. To date, Route 773 has remained a graded and stone surfaced road.

VDOT has reviewed the request and determined that Route 773 can be abandoned as a public road pursuant to Section 33.1-151 of the Code of Virginia, as amended. If the Board of Supervisors is in agreement to pursue the abandonment of Route 773, Campbell County Public Works will notify Mr. Funderburk of the necessary steps and associated costs to proceed.

RECOMMENDATION: Staff and Public Works recommend the Board review and approve beginning the process to abandon the right-of-way of Route 773.

7. [Carden - Moseley Lane Project Authorization and Transfer of Appropriation](#) (10 minutes)

Bids were received for the Carden-Moseley Lane project which will improve the intersection safety with the addition of a traffic signal at Courthouse Lane as well as improve traffic flow within the County complex. This is a VDOT Revenue Sharing project, locally administered by Campbell County. Also included is an add alternate bid to overlay and repair the

parking lots adjacent to the Social Services building which was previously budgeted in a different CIP line.

RECOMMENDATION: Request that the Board approve the base bid and add alternative by Key Construction for \$621,177.10 and approve up to \$45,000.00 for VDOT inspections, a \$60,000.00 contingency and \$38,500.00 for wetlands mitigation costs. Also authorize the County Administrator to execute any documents associated with this project. Additionally, staff requests approval of the enclosed supplemental appropriation.

R. David Laurell, County Administrator

8. [Follow Up on Planning Session](#) (15 minutes)

On December 13th and 14th the Board of Supervisors held their annual planning session at Timberlake Tavern. Administer Laurell would like to take a few minutes at this meeting to provide the draft summary report of those meetings and get any final input the Board members may want to make into this process.

RECOMMENDATION:Staff recommends that following review of the draft summary information and vision themes the Board make any corrections as needed and then adopt the information for distribution to the various departments, agencies and offices of the County.

Staff also recommends the Board utilize the adopted characteristics and operating rules as a basis for continuing with efficient and effective Board decision-making; take into consideration individual Board member comments for ?keeps? and ?changes;? and base future decision-making and funding priorities on the [Vision Themes adopted](#).

9. [FY 2009 School Bus Purchase](#) (10 minutes)

Annually during the spring of each year the schools request authorization from the Board of Supervisors to purchase school buses for the upcoming fiscal year.

On February 4th the School Board requested funding for nine (9) new buses for FY 2009 ([request from the schools to issue an offline purchase order is attached](#).) Administrator Laurrell spoke with Dr. Nolley about the request and discussion held last year by the Joint Committee. Dr. Nolley agreed that sticking to the plan developed by the Joint Committee last year was appropriate and he would share that information with staff and the School Board and provide additional information if something unforeseen arose.

RECOMMENDATION:Staff recommends the Board determine whether or not maintaining the bus fleet at eight buses in FY 2009 is appropriate based on the recommendation of the Joint Committee; and if so, authorize an off line purchase order to acquire buses for FY 2009 as requested by School Board, outlined in the attached request, and later amended by school administration, subject to final appropriation by the Board in June of this year.

CONSENT AGENDA

10.FOLLOWING IS a Consent Agenda for your approval:

[APPROPRIATIONS](#) - Appropriations are included for your consideration.

RECOMMENDATION:Approve the appropriations.

APPOINTMENTS

11.A [list of appointments](#) is included for your consideration.

MATTERS FROM THE BOARD

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

NOTE: Please note item #19 below and the date of May 15th for the County's annual Business Appreciation Lunch to be held at the Technical Center in Yellowbranch. Confirmation of attendance should be made to Cathy Moore or Rebecca Schwarz with Economic Development.

NOTE: Please note item #22 below and the date of February 28th for the open house meeting to learn more about the Region 2000 Water Supply Plan.

CLOSED MEETING

13. 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 potential legislative action by the Campbell County Board of Supervisors on land use matters currently regulated by the Commonwealth of Virginia.

AGENCY MINUTES AND REPORTS

14. [Fire Commission Minutes](#) January 16, 2008

15. [Public Works Minutes](#) January 22, 2008

16. [Planning Commission Minutes](#) December 17, 2007

17. [School Board Minutes](#) January 7, 2008

INFORMATION ITEMS

18. [Altavista EMS Response to NIMS Request Letter](#)? January 23, 2008

19. [Business Appreciation Week](#) May 2008
20. [Commendation for Benny David](#) January 24, 2008
21. [Dept. of Game & Inland Fisheries Letter to Legislators](#) January 28, 2008
22. [Region 2000 Water Supply Plan Meeting](#) February 28, 2008
23. [Resignation of Planning Commission Member](#) February 7, 2008
24. [Senate Letter on Behalf of Leesville Lake Association](#)? January 22, 2008
25. [Senator Newman?s Letter on House Bill 123](#) January 28, 2008
26. [Timberlake Pride](#) January 2008
27. [VA 2-1-1](#) February 5, 2008
28. [VDOT ? Proposed Speed Reduction for Epson Road](#)? January 16, 2008