



**AGENDA
POWHATAN COUNTY BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING
JANUARY 4, 2016
7:00 PM CALL TO ORDER**

1. Call To Order
2. Invocation
3. Pledge Of Allegiance
4. Election Of Chairman
5. Election Of Vice Chairman
6. Resolution R-2016-01 Setting The Powhatan County Board Of Supervisors 2016 Meeting Schedule

Documents: [R-2016-01 FINAL.PDF](#)
7. Bylaws

Documents: [BOS BYLAWS - 1 1 2016 WITH MARK UP.PDF](#), [BOS BYLAWS - 1 1 2016.PDF](#)
8. Requests To Postpone Agenda Items And Additions, Deletions Or Changes In The Order Of Presentation
9. Formal Approval Of Agenda
10. County Attorney Comments
11. Chairman Comments
12. Public Comment #1

Time Limit: 3 minutes per individual/5 minutes per group, 30 minutes total

time limit

13. **Approve Minutes**
December 7, 2014 Regular Meeting

Documents: [MINUTES DECEMBER 7 2015 BOS.PDF](#)
14. **Code Of Ethics And Rules Of Engagement**

Documents: [CODE OF ETHICS 1 1 2016 WITH MARK UP.PDF](#), [CODE OF ETHICS 1 1 2016.PDF](#)
15. **Resolution R-2016-02 Extending To Constitutional Officers The Powhatan County Personnel System**

Documents: [R-2016-02 FINAL.PDF](#)
16. **Appointments To Boards, Commissions, And Committees**
 - 16.I. **Agricultural And Forestal Districts Advisory Committee**

Documents: [BANDC - AFDAC FINAL.PDF](#)
 - 16.II. **Anti-Litter Council**

Documents: [BANDC - ALC FINAL.PDF](#)
 - 16.III. **Broadband Citizen Advisory Committee**

Documents: [BANDC BROADBAND FINAL.PDF](#)
 - 16.IV. **Capitla Area Agency On Aging/Senior Connections Adviosry Council**

Documents: [BANDC SENIOR CONNECTIONS FINAL.PDF](#)
 - 16.V. **Capital Region Workforce Partnership Chief Local Elected Officials Consortium (CLEO)**

Documents: [BANDC CLEO FINAL.PDF](#)
 - 16.VI. **Goochland Powhatan Community Services Board**

Documents: [BANDC CSB FINAL.PDF](#)
 - 16.VII. **James River Advisory Council**

Documents: [BANDC JRAC FINAL.PDF](#)
 - 16.VIII. **Powhatan Community Action Agency Advisory Board**

Documents: [BANDC PCAAAB FINAL.PDF](#)
 - 16.IX. **Richmond Area Transportation Planning Organization (TPO)**

Documents: [BANDC - TPO FINAL.PDF](#)

16.X. Richmond Area Transportation Planning Organization (TPO)
Citizens Transportation Advisory Committee (CTAC)

Documents: [BANDC CTAC FINAL.PDF](#)

16.XI. Richmond Area Transportation Planning Organization (TPO)
Technical Advisory Committee (TAC)

Documents: [BANDC TAC FINAL.PDF](#)

16.XII. Richmond Regional Planning District Commission (RRPDC)
Board

Documents: [BANDC - RRPDC FINAL.PDF](#)

16.XIII. Richmond Regional Planning District Commission (RRPDC)
Capital Region Collaborative (CRC) Organizing Council

Documents: [BANDC CRC FINAL.PDF](#)

16.XIV. Richmond Regional Planning District Commission (RRPDC)
Small Jurisdictions Committee (SJC)

Documents: [BANDC SJC FINAL.PDF](#)

16.XV. Social Services Board

Documents: [BANDC SSB FINAL.PDF](#)

16.XVI. Virginia Coalition Of High Growth Communities

Documents: [BANDC VCHGC FINAL.PDF](#)

17. Urban Crescent Letter

Documents: [URBAN CRESCENT FINAL.PDF](#)

18. Public Comment #2

Time Limit: 2 minutes per individual/3 minutes per group, with a 15
minute total time limit

19. County Attorney Comments

20. County Administrator Comments

21. Board Comments

22. Closed Meeting

23. Closed Meeting Certification

24. Adjournment

<http://www.powhatanva.gov/>



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Resolution R-2016-01 Setting the Powhatan County Board of Supervisors 2016 Regular Meeting Schedule

Motion: Move to Approve Resolution R-2016-01 as presented

Dates Previously
Considered by Board: None

Summary of Item: Pursuant to Section 15.2-1416 of the Code of Virginia, the governing body of counties shall assemble at a public place in regular session in January at the first meeting which may be referred to as the annual or organizational meeting. The days, times and places of regular meetings to be held during the ensuing months shall be established.

This resolution sets the dates of the Board's regularly scheduled meetings for 2016. This resolution also sets the dates for when a regular meeting is postponed due to inclement weather or other hazardous conditions. The regular meeting shall be postponed for a period of one week to the same time the following week; however, if the postponement would be to a County holiday, the meeting shall be postponed to the next business day after the County holiday.

Staff: Approve Disapprove See Comments

Commission/Board: Approve Disapprove See Comments

County Administrator:  Approve Disapprove See Comments

Comments: N/A

Budget/Fiscal Impact: N/A

Attachments: 2016 Board of Supervisors Calendar

Staff/Contact: Patricia A. Weiler, County Administrator, 804-598-5612; pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

**RESOLUTION SETTING THE POWHATAN COUNTY
BOARD OF SUPERVISORS 2016 REGULAR MEETING SCHEDULE**

WHEREAS, pursuant to Section 15.2-1416 of the Code of Virginia, the governing body of counties shall assemble at a public place in regular session in January; and

WHEREAS, the days, times and places of regular meetings to be held during the ensuing months shall be established at the first meeting which meeting may be referred to as the annual or organizational meeting, and

WHEREAS, meetings shall be held on such days as may be prescribed by resolution of the governing body but in no event shall less than six meetings be held in each fiscal year; and

WHEREAS, should the day established by the governing body as the regular meeting day fall on any legal holiday, the meeting shall be held on the next regular business day that is not a holiday, without action of any kind by the governing body; and

WHEREAS, at its annual meeting the governing body may fix the day or days to which a regular meeting shall be continued if the chairman, or vice-chairman if the chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting; and

NOW, THEREFORE, BE IT RESOLVED that the Powhatan County Board of Supervisors 2016 Regular Meeting Schedule is set as follows:

January 25, 2016	March 23, 2016*	July 25, 2016
February 22, 2016	March 28, 2016	August 22, 2016
February 29, 2016*	April 18, 2016	September 26, 2016
March 7, 2016*	May 2, 2016	October 24, 2016
March 14, 2016*	May 23, 2016	November 28, 2016
March 21, 2016*	June 27, 2016	December 19, 2016

***Budget Workshop**

BE IT FURTHER RESOLVED that the Board of Supervisors shall hold its regular meetings in the Powhatan County Village Building Auditorium located at 3910 Old Buckingham Road, Powhatan, Virginia, 23139, **commencing at 6:00 p.m.**, including budget workshops.

BE IT FURTHER RESOLVED that if the chairman, or vice-chairman if the chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting, the meeting shall be postponed for a period of one week to the same time the following week; however, if the postponement would be to a County holiday, the meeting

shall be postponed to the next business day after the County holiday. Board members and the press will be notified as promptly as possible, and notice will be posted on the front doors of the Powhatan County Village Building and the Powhatan County Administration Building, and all hearings and other matters previously advertised will be conducted at the continued meeting, and no further advertisement or notice is required.

**ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON
JANUARY 4, 2016.**

Chairman
Powhatan County Board of Supervisors

ATTEST:

Patricia A. Weiler, Clerk
Powhatan County Board of Supervisors

Recorded Vote:

David T. Williams ___
Larry J. Nordvig ___
Angela Y. Cabell ___
William E. Melton ___
Carson L. Tucker ___

County of Powhatan, Virginia

**BOARD OF SUPERVISORS
BYLAWS**

BOARD GOVERNANCE AND OPERATION

The following bylaws for the Board of Supervisors for Powhatan County (Board) are adopted this ___ day of January 2016. These bylaws, and any amendments thereof, shall be valid for a period of four (4) years and shall terminate upon the election of a new Board.

I. BOARD OFFICERS

The officers of the Board shall be a Chairman and Vice-Chairman.

A. Board Chairman

The duties of the Chairman shall be to preside at all meetings of the Board, to perform such other duties as may be prescribed by law or by action of the Board, and sign all legal documents approved by the Board. The Chairman, as a member of the Board, has a vote on all matters before the Board which come to a vote, but does not have an additional vote as Chairman in case of a tie. The Chairman shall be authorized to maintain order and decorum at all meetings.

B. Vice-Chairman

The Vice-Chairman, if present, shall preside in the absence of the Chairman, and shall be empowered to act in all matters in case of the absence or inability of the Chairman to act, or as provided by resolution of the Board. If neither the Chairman nor Vice-Chairman is present for a meeting, but a quorum is present, the senior member of the quorum shall chair the meeting.

Senior member shall mean the member of the Board with the longest tenure on the Board. If multiple members have equal tenure, then the senior member shall be determined by alphabetical order of the last names of those having equally long tenure.

II. BOARD ORGANIZATIONAL MEETING

The Board shall organize annually by the election of officers at the first meeting held in January. The term of office for officers shall be one year. The officers shall serve until the next Board organizational meeting. If new officers are not elected at any such organizational meeting, the existing officers shall continue to serve until such time as new officers are elected.

The first order of business at the organizational meeting shall be the election of the Chairman. The new Chairman shall then assume office and preside over the remainder of the meeting.

The agenda for the organizational meeting shall include setting time, place and dates of regular Board meetings and other items of annual business as appropriate.

III. BOARD COMMITTEES

- A. The Board does hereby establish the following standing committees to assist the Board in the performance of its duties:
 - 1. Audit/Finance Committee
 - ~~2. Policy Committee~~
- B. There shall be two (2) members of each Committee, and the members of each Committee will be appointed by the Chairman, with the advice and consent of the Board members. The Chairman, with the advice and consent of the Board, shall assign the tasks and responsibilities to be delegated to each Committee.
- C. The Board may, from time to time, establish other committees to assist the Board in the performance of its duties.

IV. BOARDS AND COMMISSIONS

Unless specifically prohibited by state law, it shall be the policy of the Board that any member of a Board appointed board or commission who is absent from any three consecutive meetings of that board or commission, or is absent from any four meetings of that board or commission within any 12-month period shall be removed from office and a replacement member be appointed to fill the remainder of the term of office.

V. BYLAWS

- A. Amendments to the Bylaws require one month's notice of the proposed amendment in writing to all Board members, and an affirmative vote of 4 of 5 members to pass the amendment.
- B. The Bylaws shall not be suspended except by a 75% vote of those present, and cannot be suspended at a special meeting unless all Board members are present.

VI. MEETING PREPARATION AND PROCEDURE

A. Agenda Preparation

- 1. The Clerk, under the direction of the County Administrator and Chairman shall prepare and distribute an agenda for the forthcoming meeting together with the minutes of the previous meeting to members of the Board five (5) calendar days prior to a regularly scheduled Board meeting. The Clerk also provide the press with and post on the County web site a copy of the proposed agenda at least five (5) calendar days prior to the regularly scheduled Board meeting.
- 2. ~~-Any Board member may request items for inclusion on the agenda by presenting- a request to the Chairman- at least seven (7) calendar days prior to a meeting.~~

3. Nothing may be added to the agenda once it has been provided to the Board and the press unless there is at least a 75% vote of the Board members present at the meeting to add the item to the agenda.

~~4.4.~~ Those items determined by the County Administrator, in consultation with the Chairman, to be administrative in nature may be placed on the Consent Agenda.

5. Any supervisor may object to an item being addressed on the consent agenda by notifying the Chairman ~~and (-who shall notify~~ the County Administrator) of ~~his/her/their~~ desire to move the item from the consent agenda to the action items on the agenda. Any such notification must be provided to the Chairman ~~and the County Administrator~~ no later than ~~Noon 9:00 a.m.~~ the day of the meeting. An email message shall suffice as adequate notice.

B. Order of Business

The normal order of business at meetings shall be as follows:

1. Call to Order and Roll Call
2. Invocation
3. Pledge of Allegiance.
4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation
5. Formal Approval of Agenda
6. Public Comment
7. Consent Agenda
8. Appointment to Boards, Commissions, Committees
9. Old Business
10. New Business
11. Certificates of Appreciation, Special Resolutions and Proclamations
12. Public Hearings – Time Certain 7:00 PM
13. Public Comment
14. County Attorney Comments
15. County Administrator Comments
16. Board Comments
17. Closed Meeting
18. Certification of Closed Meeting
19. Adjournment

The Board reserves the right to add, remove, or change the order of business as needed.

C. Quorum/Call to Order

1. Quorum

At any meeting of the Board a majority of the members of the Board shall constitute a quorum. Should a quorum not be assembled at the appointed hour, the members present may adjourn temporarily in order that an opportunity may be given for a quorum to assemble, without which business cannot be legally transacted. It shall be at the Chairman's discretion to cancel the scheduled meeting when he deems it appropriate having allowed time to elapse, but no more than thirty (30) minutes from the time the meeting was to begin.

2. Attendance

All Board Members are encouraged to notify the Chairman ~~and (who shall notify the County Administrator)~~ as soon as possible if they are unable to attend a meeting, and in any case such notice should be provided no later than ~~9:00 a.m.~~ Noon on the day of the meeting.

3. Call to Order

Should a quorum be assembled at the hour and place appointed for the meeting, the Chairman, or in the absence of the Chairman, the Vice-Chairman shall assume the chair and declare the meeting in order. Should a quorum be assembled at the hour appointed and the Chairman and Vice-Chairman are absent, the senior member present shall chair the meeting.

D. Board Minutes and Recording Votes

1. The minutes of the actions and deliberations of the Board shall be kept by the Clerk of the Board, these minutes shall be a permanent record of the Board. The minutes shall become official minutes upon the approval of the Board and shall be maintained in the safekeeping of the Clerk who shall see that they are available for general public examination during the hours that the office is open.
2. The minutes shall constitute the actions and votes of the Board, and not include an exact written transcription of all that was said at the meeting. The audio and/or video recordings of meetings shall be made available on the County web site and at the administration building for a period of 12 months.
3. In content and style, the official minutes shall be as brief and simple as possible and still retain the essential facts of each meeting. A record of all motions and amendments thereto offered, the disposition thereof and the vote thereon, shall be recorded by name. All matters required by law, schedules of accounts and bills acted upon and approved by the Board shall be properly recorded. A record of all persons making presentations and the subject of their presentation shall be noted.
4. Taking of the minutes shall be the responsibility of the Clerk and/or Deputy Clerk. Following proper editing, these unofficial minutes shall be sent to Board members

prior to the next regular Board meeting. Minutes of the previous Board meeting shall not be read to the Board except for the purpose of corrections or omissions. An early procedural matter on the agenda shall be the adoption of the minutes of the previous meeting.

E. Tie Votes

1. All questions submitted to the Board shall be determined by a majority of the members voting on the question. In any case in which there shall be a tie vote of the Board, the question shall be passed by until the next regular meeting when it shall again be voted upon even though all members are not present. There shall be no special meetings to address an issue in which there was a tie vote, unless all members agree or the issue is time sensitive and must be resolved prior to the next regular meeting of the Board.
2. In any case in which there is a tie vote after complying with this procedure, the tie vote shall defeat the motion, resolution or issue voted upon.

F. Public Comment Period

1. The Board shall have two public comment periods at its regular meetings. The public comment periods ~~first~~ shall be limited to thirty (30) minutes, unless unanimous consent of the Board is given to extend time, and a person shall be given three (3) minutes to speak and a person officially representing a group shall be given five (5) minutes to speak. The Chairman may give an individual or group one (1) additional minute to speak and if such time is granted for one person, it shall be granted for any other person requesting the time. ~~The second public comment period shall be limited to fifteen (15) minutes, unless unanimous consent of the Board is given to extend time, and a person shall be given two (2) minutes to speak and a person officially representing a group shall be given three (3) minutes to speak. The Chairman may give an individual or group one (1) additional minute to speak and if such time is granted for one person, it shall be granted for any other person requesting time.~~
2. No person shall be allowed to speak twice at any one public comment period.
3. People speaking before the Board may not be vulgar, rude or use profane language. The public may speak on any issue that is germane to county business. The public comment period shall not include criticism of specific individuals, or attacks on any person or group (the members of the Board are exempted). No political campaigning or promoting of a business is permitted.
4. Any item scheduled for a specific public hearing shall not be addressed during the public comment period.

G. Board Conduct

The members of the Board shall behave in an orderly and decorous manner, and the Board may punish or fine any member for disorderly behavior.

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VII. RULES OF ORDER FOR MEETINGS

In the conduct of all meetings, the Board shall follow Robert's Rules of Order, except as provided below:

- A. All ordinances and resolutions submitted to the Board for decision shall be presented by appropriate motion of a member, seconded by another member, and determined by a roll call vote of a majority of the members present and voting. On all other matters presented to the Board, the Chairman may request a motion but there shall be no need for a second. The Clerk shall record the name of each member voting and how he voted.
- B. The Chairman may make a motion.
- C. Any motion to defer an issue to a later date shall be date specific.
- D. The Deputy Sheriff providing security at each Board meeting shall act as the sergeant at arms and if no deputy is present, then the Chairman can designate a sergeant at arms to maintain order if needed.

VIII. ~~REMOTE. REMOTE~~ PARTICIPATION IN BOARD MEETINGS

- A. It is the policy of the Board of Supervisors that individual Board members may participate in meetings of Board of Supervisors by electronic communication means from a remote location that is not open to the public only as permitted by Virginia Code § 2.2-3708.1, as amended, and in compliance with this policy. This policy shall apply strictly and uniformly to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.
- B. An individual member may participate from a remote location only if a quorum (3 members) of the Board of Supervisors is physically assembled at the primary or central meeting location, and the Board has made arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.
- C. Remote participation in a meeting due to an emergency or personal matter may be approved only if, before ~~Noon 1:00 P.M.~~ on the day of the meeting, the requesting member notifies the Chairman of the Board that such member is unable to attend the meeting due to an emergency or personal matter and identifies with specificity the nature of the emergency or personal matter.
- D. Remote participation in a meeting due to a temporary or permanent disability or other medical condition may be approved only if, before ~~1:00 p.m.Noon.~~ on the day of the meeting, the requesting member notifies the Chairman of the Board that such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance.
- E. As required by law, in the event of any such participation by a member from a remote location, the Board shall record in its minutes the specific nature of the emergency,

personal matter, temporary or permanent disability or other medical condition, and the location from which the Board member participated remotely.

F. As required by law, remote participation that is due to an emergency or personal matter shall be limited in each calendar year for each individual member to two (2) meetings or 25 percent of the meetings of the Board, whichever is fewer.

G. An individual member's request for participation from a remote location under this policy shall be considered approved upon communicating the request to the Chairman of the Board, pending review by the County Attorney for compliance with the Code of Virginia and this policy. If a member's participation from a remote location is disapproved because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

IX. CLOSED MEETINGS

Any item(s) for discussion in closed session shall be clearly identified no less than five (5) calendar days before the scheduled Board meeting. Details as to the specific item(s) to be discussed, and any documents that will be considered or reviewed in the closed session shall be provided to the Board at least five (5) calendar days prior to the regularly scheduled Board meeting. Any item(s) not so timely identified shall not be discussed in closed session unless a minimum of 75% of the Board members vote to permit a discussion of an item not previously disclosed as required. All closed session information provided to the members of the Board shall be held as strictly confidential.

X. SPECIAL MEETINGS

- A. The Board may hold special meetings when necessary. These meetings shall be held when called by the Chairman on the request of the County Administrator or when requested by two members. Special meetings may be called provided each member is duly notified, or a reasonable attempt has been made to notify each member.
- B. Business that does not come within the purposes set forth in the call of the meeting shall not be transacted at any special meeting of the Board unless unanimous agreement is given to consider additional items of business and all members are present.

XI. POSTPONEMENTS

If the Chairman, in consultation with the County Administrator, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting, the meeting shall be postponed and all items on the agenda shall be deferred one week to the following Monday. If the following Monday falls on a holiday, the agenda shall be deferred one week and one day to the following Tuesday. next regularly scheduled meeting of the Board of Supervisors, or to such other special meeting date as the Chairman in consultation with the County Administrator shall designate. Such finding shall be communicated to the members and the press as promptly as possible and all reasonable efforts shall be made to notify the public including, but not limited to, providing such notice on the County web site or by electronic means.

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XII. COUNTY STAFF

A. COUNTY ADMINISTRATOR

The County Administrator has been delegated the task of managing and supervising ~~all~~ county personnel. The individual Board members are therefore encouraged to avoid making any requests to perform tasks, or providing any instruction to county staff directly, but should instead make all such requests to the County Administrator. Board members may make requests to county staff for copies of existing documents, data and information.

As a direct employee of the Board, the County Administrator shall be available for consultation by all Board members, and shall provide all members of the Board equal access to all information, staff, and county resources to assist them in the performance of their duties as members of the Board.

B. COUNTY ATTORNEY

1. The Board shall maintain an open door policy with the County Attorney. Members may contact the County Attorney directly for advice or direction on matters related to County business. The opinion of the County Attorney shall go directly to the requesting member and no copy shall be provided to the other members of the Board. If the requesting member decides to take an opinion of the County Attorney to Board action, all of the members of the Board of Supervisors shall be provided with a copy of the opinion (if in writing).
2. The County Administrator may ask the County Attorney for an opinion on any issue concerning County business at any time. Any opinions issued by the County Attorney to the County Administrator shall not be forwarded (by the County Attorney) to the members of the Board of Supervisors unless specifically requested by a member of the Board.
- 2.3. The County Attorney shall act as the Parliamentarian at Board of Supervisor meetings.

County of Powhatan, Virginia

**BOARD OF SUPERVISORS
BYLAWS**

BOARD GOVERNANCE AND OPERATION

The following bylaws for the Board of Supervisors for Powhatan County (Board) are adopted this ___ day of January 2016. These bylaws, and any amendments thereof, shall be valid for a period of four (4) years and shall terminate upon the election of a new Board.

I. BOARD OFFICERS

The officers of the Board shall be a Chairman and Vice-Chairman.

A. Board Chairman

The duties of the Chairman shall be to preside at all meetings of the Board, to perform such other duties as may be prescribed by law or by action of the Board, and sign all legal documents approved by the Board. The Chairman, as a member of the Board, has a vote on all matters before the Board which come to a vote, but does not have an additional vote as Chairman in case of a tie. The Chairman shall be authorized to maintain order and decorum at all meetings.

B. Vice-Chairman

The Vice-Chairman, if present, shall preside in the absence of the Chairman, and shall be empowered to act in all matters in case of the absence or inability of the Chairman to act, or as provided by resolution of the Board. If neither the Chairman nor Vice-Chairman is present for a meeting, but a quorum is present, the senior member of the quorum shall chair the meeting.

Senior member shall mean the member of the Board with the longest tenure on the Board. If multiple members have equal tenure, then the senior member shall be determined by alphabetical order of the last names of those having equally long tenure.

II. BOARD ORGANIZATIONAL MEETING

The Board shall organize annually by the election of officers at the first meeting held in January. The term of office for officers shall be one year. The officers shall serve until the next Board organizational meeting. If new officers are not elected at any such organizational meeting, the existing officers shall continue to serve until such time as new officers are elected.

The first order of business at the organizational meeting shall be the election of the Chairman. The new Chairman shall then assume office and preside over the remainder of the meeting.

The agenda for the organizational meeting shall include setting time, place and dates of regular Board meetings and other items of annual business as appropriate.

III. BOARD COMMITTEES

- A. The Board does hereby establish the following standing committee to assist the Board in the performance of its duties:
 - 1. Audit/Finance Committee
- B. There shall be two (2) members of each Committee, and the members of each Committee will be appointed by the Chairman, with the advice and consent of the Board members. The Chairman, with the advice and consent of the Board, shall assign the tasks and responsibilities to be delegated to each Committee.
- C. The Board may, from time to time, establish other committees to assist the Board in the performance of its duties.

IV. BOARDS AND COMMISSIONS

Unless specifically prohibited by state law, it shall be the policy of the Board that any member of a Board appointed board or commission who is absent from any three consecutive meetings of that board or commission, or is absent from any four meetings of that board or commission within any 12-month period shall be removed from office and a replacement member be appointed to fill the remainder of the term of office.

V. BYLAWS

- A. Amendments to the Bylaws require one month's notice of the proposed amendment in writing to all Board members, and an affirmative vote of 4 of 5 members to pass the amendment.
- B. The Bylaws shall not be suspended except by a 75% vote of those present, and cannot be suspended at a special meeting unless all Board members are present.

VI. MEETING PREPARATION AND PROCEDURE

- A. Agenda Preparation
 - 1. The Clerk, under the direction of the County Administrator and Chairman shall prepare and distribute an agenda for the forthcoming meeting together with the minutes of the previous meeting to members of the Board five (5) calendar days prior to a regularly scheduled Board meeting. The Clerk also provide the press with and post on the County web site a copy of the proposed agenda at least five (5) calendar days prior to the regularly scheduled Board meeting.
 - 2. Any Board member may request items for inclusion on the agenda by presenting a request to the Chairman at least seven (7) calendar days prior to a meeting.

3. Nothing may be added to the agenda once it has been provided to the Board and the press unless there is at least a 75% vote of the Board members present at the meeting to add the item to the agenda.
4. Those items determined by the County Administrator, in consultation with the Chairman, to be administrative in nature may be placed on the Consent Agenda.
5. Any supervisor may object to an item being addressed on the consent agenda by notifying the Chairman (who shall notify the County Administrator) of their desire to move the item from the consent agenda to the action items on the agenda. Any such notification must be provided to the Chairman no later than Noon the day of the meeting. An email message shall suffice as adequate notice.

B. Order of Business

The normal order of business at meetings shall be as follows:

1. Call to Order and Roll Call
2. Invocation
3. Pledge of Allegiance.
4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation
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11. Certificates of Appreciation, Special Resolutions and Proclamations
12. Public Hearings – Time Certain 7:00 PM
13. Public Comment
14. County Attorney Comments
15. County Administrator Comments
16. Board Comments
17. Closed Meeting
18. Certification of Closed Meeting
19. Adjournment

The Board reserves the right to add, remove, or change the order of business as needed.

C. Quorum/Call to Order

1. Quorum

At any meeting of the Board a majority of the members of the Board shall constitute a quorum. Should a quorum not be assembled at the appointed hour, the members present may adjourn temporarily in order that an opportunity may be given for a quorum to assemble, without which business cannot be legally transacted. It shall be at the Chairman's discretion to cancel the scheduled meeting when he deems it appropriate having allowed time to elapse, but no more than thirty (30) minutes from the time the meeting was to begin.

2. Attendance

All Board Members are encouraged to notify the Chairman (who shall notify the County Administrator) as soon as possible if they are unable to attend a meeting, and in any case such notice should be provided no later than Noon on the day of the meeting.

3. Call to Order

Should a quorum be assembled at the hour and place appointed for the meeting, the Chairman, or in the absence of the Chairman, the Vice-Chairman shall assume the chair and declare the meeting in order. Should a quorum be assembled at the hour appointed and the Chairman and Vice-Chairman are absent, the senior member present shall chair the meeting.

D. Board Minutes and Recording Votes

1. The minutes of the actions and deliberations of the Board shall be kept by the Clerk of the Board, these minutes shall be a permanent record of the Board. The minutes shall become official minutes upon the approval of the Board and shall be maintained in the safekeeping of the Clerk who shall see that they are available for general public examination during the hours that the office is open.
2. The minutes shall constitute the actions and votes of the Board, and not include an exact written transcription of all that was said at the meeting. The audio and/or video recordings of meetings shall be made available on the County web site and at the administration building for a period of 12 months.
3. In content and style, the official minutes shall be as brief and simple as possible and still retain the essential facts of each meeting. A record of all motions and amendments thereto offered, the disposition thereof and the vote thereon, shall be recorded by name. All matters required by law, schedules of accounts and bills acted upon and approved by the Board shall be properly recorded. A record of all persons making presentations and the subject of their presentation shall be noted.
4. Taking of the minutes shall be the responsibility of the Clerk and/or Deputy Clerk. Following proper editing, these unofficial minutes shall be sent to Board members prior to the next regular Board meeting. Minutes of the previous Board meeting shall

not be read to the Board except for the purpose of corrections or omissions. An early procedural matter on the agenda shall be the adoption of the minutes of the previous meeting.

E. Tie Votes

1. All questions submitted to the Board shall be determined by a majority of the members voting on the question. In any case in which there shall be a tie vote of the Board, the question shall be passed by until the next regular meeting when it shall again be voted upon even though all members are not present. There shall be no special meetings to address an issue in which there was a tie vote, unless all members agree or the issue is time sensitive and must be resolved prior to the next regular meeting of the Board.
2. In any case in which there is a tie vote after complying with this procedure, the tie vote shall defeat the motion, resolution or issue voted upon.

F. Public Comment Period

1. The Board shall have two public comment periods at its regular meetings. The public comment periods shall be limited to thirty (30) minutes, unless unanimous consent of the Board is given to extend time, and a person shall be given three (3) minutes to speak and a person officially representing a group shall be given five (5) minutes to speak. The Chairman may give an individual or group one (1) additional minute to speak and if such time is granted for one person, it shall be granted for any other person requesting the time.
2. No person shall be allowed to speak twice at any one public comment period.
3. People speaking before the Board may not be vulgar, rude or use profane language. The public may speak on any issue that is germane to county business. The public comment period shall not include criticism of specific individuals, or attacks on any person or group (the members of the Board are exempted). No political campaigning or promoting of a business is permitted.
4. Any item scheduled for a specific public hearing shall not be addressed during the public comment period.

G. Board Conduct

The members of the Board shall behave in an orderly and decorous manner, and the Board may punish or fine any member for disorderly behavior.

VII. RULES OF ORDER FOR MEETINGS

In the conduct of all meetings, the Board shall follow Robert's Rules of Order, except as provided below:

- A. All ordinances and resolutions submitted to the Board for decision shall be presented by appropriate motion of a member, seconded by another member, and determined by a roll call vote of a majority of the members present and voting. On all other matters presented to the Board, the Chairman may request a motion but there shall be no need for a second. The Clerk shall record the name of each member voting and how he voted.
- B. The Chairman may make a motion.
- C. Any motion to defer an issue to a later date shall be date specific.
- D. The Deputy Sheriff providing security at each Board meeting shall act as the sergeant at arms and if no deputy is present, then the Chairman can designate a sergeant at arms to maintain order if needed.

VIII. REMOTE PARTICIPATION IN BOARD MEETINGS

- A. It is the policy of the Board of Supervisors that individual Board members may participate in meetings of Board of Supervisors by electronic communication means from a remote location that is not open to the public only as permitted by Virginia Code § 2.2-3708.1, as amended, and in compliance with this policy. This policy shall apply strictly and uniformly to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.
- B. An individual member may participate from a remote location only if a quorum (3 members) of the Board of Supervisors is physically assembled at the primary or central meeting location, and the Board has made arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.
- C. Remote participation in a meeting due to an emergency or personal matter may be approved only if, before Noon on the day of the meeting, the requesting member notifies the Chairman of the Board that such member is unable to attend the meeting due to an emergency or personal matter and identifies with specificity the nature of the emergency or personal matter.
- D. Remote participation in a meeting due to a temporary or permanent disability or other medical condition may be approved only if, before Noon. on the day of the meeting, the requesting member notifies the Chairman of the Board that such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance.
- E. As required by law, in the event of any such participation by a member from a remote location, the Board shall record in its minutes the specific nature of the emergency,

personal matter, temporary or permanent disability or other medical condition, and the location from which the Board member participated remotely.

- F. As required by law, remote participation that is due to an emergency or personal matter shall be limited in each calendar year for each individual member to two (2) meetings or 25 percent of the meetings of the Board, whichever is fewer.
- G. An individual member's request for participation from a remote location under this policy shall be considered approved upon communicating the request to the Chairman of the Board, pending review by the County Attorney for compliance with the Code of Virginia and this policy. If a member's participation from a remote location is disapproved because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

IX. CLOSED MEETINGS

Any item(s) for discussion in closed session shall be clearly identified no less than five (5) calendar days before the scheduled Board meeting. Details as to the specific item(s) to be discussed, and any documents that will be considered or reviewed in the closed session shall be provided to the Board at least five (5) calendar days prior to the regularly scheduled Board meeting. Any item(s) not so timely identified shall not be discussed in closed session unless a minimum of 75% of the Board members vote to permit a discussion of an item not previously disclosed as required. All closed session information provided to the members of the Board shall be held as strictly confidential.

X. SPECIAL MEETINGS

- A. The Board may hold special meetings when necessary. These meetings shall be held when called by the Chairman on the request of the County Administrator or when requested by two members. Special meetings may be called provided each member is duly notified, or a reasonable attempt has been made to notify each member.
- B. Business that does not come within the purposes set forth in the call of the meeting shall not be transacted at any special meeting of the Board unless unanimous agreement is given to consider additional items of business and all members are present.

XI. POSTPONEMENTS

If the Chairman, in consultation with the County Administrator, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting, the meeting shall be postponed and all items on the agenda shall be deferred one week to the following Monday. If the following Monday falls on a holiday, the agenda shall be deferred one week and one day to the following Tuesday. . Such finding shall be communicated to the members and the press as promptly as possible and all reasonable efforts shall be made to notify the public including, but not limited to, providing such notice on the County web site or by electronic means.

XII. COUNTY STAFF

A. COUNTY ADMINISTRATOR

The County Administrator has been delegated the task of managing and supervising county personnel. The individual Board members are therefore encouraged to avoid making any requests to perform tasks or providing any instruction to county staff directly, but should instead make all such requests to the County Administrator. Board members may make requests to county staff for copies of existing documents, data and information.

As a direct employee of the Board, the County Administrator shall be available for consultation by all Board members, and shall provide all members of the Board equal access to all information, staff, and county resources to assist them in the performance of their duties as members of the Board.

B. COUNTY ATTORNEY

1. The Board shall maintain an open door policy with the County Attorney. Members may contact the County Attorney directly for advice or direction on matters related to County business. The opinion of the County Attorney shall go directly to the requesting member and no copy shall be provided to the other members of the Board. If the requesting member decides to take an opinion of the County Attorney to Board action, all of the members of the Board of Supervisors shall be provided with a copy of the opinion (if in writing).
2. The County Administrator may ask the County Attorney for an opinion on any issue concerning County business at any time. Any opinions issued by the County Attorney to the County Administrator shall not be forwarded (by the County Attorney) to the members of the Board of Supervisors unless specifically requested by a member of the Board.
3. The County Attorney shall act as the Parliamentarian at Board of Supervisor meetings.

VIRGINIA: AT A REGULAR MEETING OF THE POWHATAN COUNTY BOARD OF SUPERVISORS HELD IN THE POWHATAN VILLAGE BUILDING AUDITORIUM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, DECEMBER 7, 2015 AT 7:00 PM

Board of Supervisors Present: William E. Melton, District 4, Chairman
Carson L. Tucker, District 5, Vice-Chairman
Barry C. Hodge, District 3
Larry J. Nordvig, District 2
David T. Williams, District 1

Staff Members Present: March Altman, Deputy County Administrator
Tom Lacheney, County Attorney
Charla Schubert, Director of Finance
Ramona Carter, Public Works Director
Steven Singer, Fire & EMS Chief
Catherine Pemberton, Social Services Director
Ed Howland, Planning Manager
Mary Anne Woodel, Recreation Coordinator
Kalli Jackson, Deputy Clerk

1. Call to Order

Chairman Melton called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Members of Boy Scout Troop 832 led the Pledge of Allegiance.

3. Invocation

Chairman Melton provided the invocation.

4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation

There were no requests.

5. Formal Approval of Agenda

Mr. Williams moved to approve the agenda as presented. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

VOTE 5-0
MOTION Passed

6. Certificates of Appreciation, Special Resolutions, Proclamations and Presentations

a. Resolution R-2015-116 Recognizing Sheriff Gregory A. Neal on his Retirement after 34 years of service

Sheriff Neal joined Mr. Tucker at the podium as Mr. Tucker read the resolution aloud.

Carson L. Tucker moved to Approve Resolution R-2015-116 Recognizing Sheriff Gregory A. Neal on his Retirement after 34 years of service. David T. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

VOTE 5-0
MOTION Passed

b. Proclamation P-2015-19 Eagle Scout Recognition, Roy "Benjamin" Campbell, III

Benjamin Campbell and his family joined Mr. Nordvig at the podium while Mr. Nordvig read the proclamation aloud and presented it to Benjamin.

Mr. Nordvig moved to approve Proclamation P-2015-19 Eagle Scout Recognition, Roy "Benjamin" Campbell, III. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

VOTE 5-0
MOTION Passed

c. Proclamation P-2015-20 Recognizing the 25th Anniversary of Boy Scout Troop 832

Members and Troop Leaders of Boy Scout Troop 832 joined Mr. Tucker at the podium to receive the proclamation.

Mr. Tucker moved to approve Proclamation P-2015-20 Recognizing the 25th Anniversary of Boy Scout Troop 832. Mr. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

d. FeedMore Presentation

Mr. Tim McDermott, Chief Development Officer for FeedMore, gave a short PowerPoint presentation to the Board showing Powhatan's return on investment in the program.

7. Public Comment (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit) - for anything not to be addressed later

Chairman Melton opened the public comment period and the following persons spoke:

1. James Kunka, 1922 Moseley Rd., asked the Board to embrace and encourage garage apartments as a means of affordable housing in Powhatan.
2. Carl Loser, 1446 Donavon Mill Ln., asked the Board to adopt an ordinance to allow citizens to place referendums on ballots.
3. Robert Phelan, Lake Louise Dr., stated that the status of the Lake Louise issue has not changed and the neighborhood is still looking for a solution.

Seeing no one else who wished to speak, Chairman Melton closed the public hearing.

8. Consent Agenda

All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by one resolution in the form or forms listed below. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

a. Approve Meeting Minutes - November 16, 2015

Mr. Hodge abstained from voting on this item.

b. Resolution R-2015-112 Amending the Fiscal Year 2016 Powhatan County Operating Budget by Budgeting and Appropriating \$10,022 for the PSAP Wireless Education Program Grant and Litter Control Grant

c. Resolution R-2015-113 Amending the Fiscal Year 2016 Powhatan County

Operating Budget by Budgeting and Appropriating \$10,519 for Comcast PEG Fees Collected

- d. Resolution R-2015-114 Amending the Fiscal Year 2016 Powhatan County Operating Budget by Budgeting and Appropriating \$10,000 from Dominion Power for the Economic Development Roadmap Pilot Project**
- e. Resolution R-2015-115 Amending the Fiscal Year 2016 Powhatan County Operating Budget by Budgeting and Appropriating \$1,431 in Donations for the Junior Emergency Technician Program**
- f. Resolution R-2015-117 Requesting State Road Acceptance by the Virginia Department of Transportation (VDOT) for the Streets in The Monastery Subdivision**
- g. Resolution R-2015-118 Requesting State Road Acceptance by the Virginia Department of Transportation (VDOT) for the Streets in Westlake at Mill Mount Subdivision, Section 2**

David T. Williams moved to Approve Consent Agenda. Carson L. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

Mr. Hodge abstained from Consent Agenda item 8.a. because he was not present at the November 16, 2015 meeting.

9. Appointment to Boards, Commissions, Committees, etc.

a. Local Board of Building Code Appeals

Mr. Williams moved to reappoint Ryan Gorman to the Local Board of Building Code Appeals for a five year term commencing January 1, 2016 and ending December 31, 2020. William E. Melton seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

b. Broadband Citizen Advisory Committee

Mr. Nordvig moved to approve creation of the Broadband Citizen Advisory Committee. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

Mr. Hodge moved to appoint Karla Curtis, Steve Somerville and Andrea Weber to the Broadband Citizen Advisory Committee. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

Mr. Williams requested that Staff provide a purpose, mission statement and maximum member allowance for this newly created committee, and he requested that each new member read the 2011 needs assessment and recommendations provided by Design Nine.

10. Public Hearings

a. Ordinance O-2015-35 Granting a conditional use permit to Todd and Lisa Hiltunen to maintain a temporary second dwelling for an elderly/infirm family member at 1900 Capeway Road

Mr. Altman presented this item the Board. Chairman Melton opened the public hearing on this item. Seeing no one who wished to speak, he closed the public hearing.

Chairman Melton moved to approve Ordinance O-2015-35 Granting a conditional use permit to Todd and Lisa Hiltunen to maintain a temporary second dwelling for an elderly/infirm family member at 1900 Capeway Road. Mr. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

b. Ordinance O-2015-32 Granting a conditional use permit to Jennifer D. White to operate a child daycare center at 3555 Goodwyn Road

Mr. Altman presented this item the Board. Chairman Melton opened the public hearing on this item. Seeing no one who wished to speak, he closed the public hearing.

Mr. Hodge moved to approve Ordinance O-2015-32 Granting a conditional use permit to Jennifer D. White to operate a child daycare center at 3555 Goodwyn Road. Mr. Tucker seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

c. Ordinance O-2015-30 Conditionally rezoning approximately 0.21+ acres of land located at 3558 Richards Run, from Light Industrial (I-1)to Residential-2 (R-2) District

Mr. Altman presented this item the Board. Chairman Melton opened the public hearing on this item. Seeing no one who wished to speak, he closed the public hearing.

Mr. Hodge moved to approve Ordinance O-2015-30 Conditionally rezoning approximately 0.21+ acres of land located at 3558 Richards Run, from Light Industrial (I-1) to Residential-2 (R-2) District. Mr. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

d. Ordinance O-2015-31 Conditionally rezoning approximately 4.87 acres of land located at 2613 Rocky Oak Road along the south line of Rocky Oak Road from Residential-Commercial (R-C) and Agricultural-10 (A-10) to Commerce Center (CC) District

Mr. Altman presented this item the Board. Cameron Palmore spoke on behalf of the applicant and thanked Staff for keeping this case on its original approval timeline. Chairman Melton opened the public hearing on this item. Seeing no one who wished to speak, he closed the public hearing.

Chairman Melton moved to approve Ordinance O-2015-31 as presented. Mr. Nordvig seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

- e. **Ordinance O-2015-33 Amending and reenacting provisions contained in Section 83-361, Permitted Uses, and Section 83-362, Conditional Uses, for the Residential-Commercial Zoning District, Article V, Transitional Base Districts, of the Zoning Ordinance of the County of Powhatan**

Mr. Altman presented this item the Board. Chairman Melton opened the public hearing on this item. Seeing no one who wished to speak, he closed the public hearing.

Carson L. Tucker moved to Approve Ordinance O-2015-33 Amending and reenacting provisions contained in Section 83-361, Permitted Uses, and Section 83-362, Conditional Uses, for the Residential-Commercial Zoning District, Article V, Transitional Base Districts, of the Zoning Ordinance of the County of Powhatan. David T. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

- f. **Ordinance O-2015-34 Amending Section 70-123, Volunteer firefighter and rescue squad personnel, of the Powhatan County Code of Ordinances**

Mr. Tucker moved to approve Ordinance O-2015-34 Amending Section 70-123, Volunteer firefighter and rescue squad personnel, of the Powhatan County Code of Ordinances. Mr. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

11. Action Items

- a. **Resolution R-2015-110 Amending the Fiscal Year 2016 Adopted Staffing Plan**

Mr. Altman and Ms. Pemberton presented this item to the Board.

Mr. Tucker moved to approve Resolution R-2015-110 Amending the Fiscal Year 2016 Adopted

Staffing Plan. Chairman Melton seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

**VOTE 5-0
MOTION Passed**

12. Discussion Items

a. Parks and Recreation Update

Ms. Woodel presented parks and recreation updates to the Board.

13. Public Comment (Time Limit: 2 minutes per individual/3 minutes per group, with a 15 minutes total time limit)

Chairman Melton opened the second public comment period and the following persons spoke:

1. Cameron Palmore, President of Powhatan Soccer Association, thanked the county for its provision of athletic fields and requested more field availability for all youth sports.
2. Matt Leynes, 1814 High Hill Drive, spoke on behalf of Powhatan Lacrosse for boys and stated that the sport is growing by leaps and bounds and as a school sport, will add more stress to the county's athletic field availability and conditions.
3. Mary Leet-Jeffs, 2019 Highland Drive, the director of Powhatan Lacrosse for girls, spoke about the growth of the sport and requested the County provide more fields for the growing youth sport teams.
4. Joe Walters, 4520 Mattox Crossing Court, spoke on behalf of Powhatan football and cheer, and asked the Board to invest in our future by identifying ways to provide more athletic fields for the County's youth sports.
5. Charlie Green Jr., 2115 Chestnut Oak Rd, spoke on behalf of Powhatan baseball and stated that the county needs more rectangular fields.

Seeing no one who wished to speak, he closed the public comment period.

14. County Administrator Comments

Mr. Altman announced that the guest wi-fi hot spot at the county administration building parking lot is now available for use by the public (Powhatan cmt guest wifi). He announced that the Board of Supervisors meetings are now being live-streamed and can be found on the County website. He addressed a citizen comment regarding uranium and thorium deposits particularly

at Fighting Creek Park and said he spoke to a gentleman with the Department of Minerals Mines and Energy regarding this issue who will be providing information regarding any concerns of radon gas being released into the atmosphere.

a. Business License Authority (Tom Lacheney, County Attorney)

Mr. Lacheney explained the license requirements for contractors who reside in the County and the \$25,000 threshold for contractors who reside outside the County. Mr. Hodge inquired about the threshold amount applied in other surrounding jurisdictions.

b. Convenience Center Update (Ramona Carter, Public Works Director)

Ms. Carter provided the Board with an update on its questions about the size of the containers at the convenience center. Ms. Carter stated that in July 2014 the County switched from 40 cubic yard containers to 20 cubic yard container at a cost savings of \$230,000 per year. She stated that there was one instance that the utilities manager remembers having to turn citizens away because the containers were full. She stated that the convenience center is closed on Mondays because that was the lowest traffic count day and provides the most cost savings for the County.

15. Board Comments

Mr. Tucker thanked Mr. Hodge for his service and for his dedication to his principles.

Mr. Williams wished everyone a Merry Christmas and thanked Mr. Hodge for his service.

Chairman Melton thanked Mr. Hodge for his service.

Mr. Nordvig thanked Mr. Hodge for his service. He commented on the swift creation of the new Broadband Citizen Advisory Committee, and thanked the athletic organization representatives for speaking at tonight's meeting. He congratulated the schools on the recent \$10,000 grant to Pocahontas Elementary School. He mentioned several ways to volunteer this season such as bringing in food items for Backpacks of Love. He also reminded the public about the Christmas parade on Saturday, December 12th at 1:00 p.m.

16. ~~Closed Meeting~~

17. ~~Closed Meeting Certification~~

18. Adjournment

Mr. Tucker moved to adjourn the meeting at 9:15 p.m. Mr. Williams seconded the motion.

David T. Williams, Larry J. Nordvig, Barry C. Hodge, William E. Melton, Carson L. Tucker voted AYE.

VOTE 5-0
MOTION Passed

DRAFT

**THE POWHATAN COUNTY BOARD OF SUPERVISORS
CODE OF ETHICS AND STANDARD OF CONDUCT
January 4, 2016**

CODE OF ETHICS

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Powhatan County Board of Supervisors ~~should~~have agreed to adhere to the following Code of Ethics:

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Put loyalty to the highest moral principles and to the County as a whole above loyalty to individuals, districts, or particular groups.
3. Give a full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
5. Adopt policies and programs that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, creed, country of origin or handicapping condition.
6. Avoid adopting policies, supporting programs or engaging in activities that discriminate against or offend individuals because of race, sex, age, religion, creed, country of origin or handicapping condition.
7. Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances that might be construed by reasonable persons as influencing the performance of governmental duties.
8. Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word that can be binding on public duty.

9. Engage in no business with the County government, or the school system, either directly or indirectly, which is inconsistent with the conscientious performance of government duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
10. Never use any information gained confidentially in the performance of governmental duties as a means of making private profit.
11. Expose through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
12. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using closed sessions only to deal with sensitive personnel, legal or contractual matters as provided by the Code of Virginia.
13. Avoid using the position of public trust to gain access to the media for purposes of criticizing colleagues or citizens, impugning their integrity or vilifying their personal beliefs.
14. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board.
15. Review orally and in public session at the annual organizational meeting each of these principles.
16. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

STANDARDS OF CONDUCT

Recognizing that persons holding a position of public trust are under constant observation by the media and interested County residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every member of the Powhatan County Board of Supervisors ~~should adhere to~~ agrees to make his/her best effort to maintain the following Standards of Conduct:

1. Avoid during public meetings and during the performance of public duties the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens, or personnel.
2. Pay all taxes due to the County, state, or national government.
3. Attend all regularly scheduled meetings of the Board or assigned committees, resigning whenever personal circumstances preclude regular attendance.

4. Avoid ~~a private lifestyle~~ choices and behaviors that casts public doubt upon the integrity and competence of the County Government.
5. Make a conscientious effort to be well prepared for each meeting.
6. ~~Offer~~ Avoid criticism of colleagues or County employees in public places or open meetings; have conversations of this nature only in private meetings or in closed session with the appropriate individuals ~~or in closed session~~.
7. Work to create a positive environment in public meetings where citizens will feel comfortable in their roles as observers or participants.
8. Maintain an attitude of courtesy and consideration toward all colleagues and staff during all discussions and deliberations.
9. Be tolerant. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
10. Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel or colleagues.
11. Be concise. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.
12. Maintain confidentiality of personnel matters and all matters discussed in closed session.
13. Follow the process set forth below upon receiving a complaint that a Board member has violated the Code of Ethics and Standards of Conduct. In the event a complaint is received, the following procedure shall be followed:
 - a. the Clerk or the Chairman of the Board shall forward the complaint to all members of the Board;
 - b. the accused member shall be given a reasonable period of time to respond in writing to the allegations, and such response shall be forwarded to all members of the Board;
 - c. the Board and the County Administrator and/or County Attorney, if needed, may meet to discuss the allegations and the member's response;
 - d. the Chairman shall poll the members regarding their disposition of the alleged violation; and
 - e. the Chairman shall direct the County Administrator to draft a response to inform the complainant of the Board's disposition.

If the Chairman is the alleged violator, the Vice-Chairman shall carry out the Chairman's duties, as outlined in subsections 12(A) thru 12(E) above.

**THE POWHATAN COUNTY BOARD OF SUPERVISORS
CODE OF ETHICS AND STANDARD OF CONDUCT
January 4, 2016**

CODE OF ETHICS

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Powhatan County Board of Supervisors have agreed to adhere to the following Code of Ethics:

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Put loyalty to the highest moral principles and to the County as a whole above loyalty to individuals, districts, or particular groups.
3. Give a full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
4. Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
5. Adopt policies and programs that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, creed, country of origin or handicapping condition.
6. Avoid adopting policies, supporting programs or engaging in activities that discriminate against or offend individuals because of race, sex, age, religion, creed, country of origin or handicapping condition.
7. Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances that might be construed by reasonable persons as influencing the performance of governmental duties.
8. Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word that can be binding on public duty.

9. Engage in no business with the County government, or the school system, either directly or indirectly, which is inconsistent with the conscientious performance of government duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
10. Never use any information gained confidentially in the performance of governmental duties as a means of making private profit.
11. Expose through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
12. Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using closed sessions only to deal with sensitive personnel, legal or contractual matters as provided by the Code of Virginia.
13. Avoid using the position of public trust to gain access to the media for purposes of criticizing colleagues or citizens, impugning their integrity or vilifying their personal beliefs.
14. Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board.
15. Review orally and in public session at the annual organizational meeting each of these principles.
16. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

STANDARDS OF CONDUCT

Recognizing that persons holding a position of public trust are under constant observation by the media and interested County residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every member of the Powhatan County Board of Supervisors agrees to make his/her best effort to maintain the following Standards of Conduct:

1. Avoid during public meetings and during the performance of public duties the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens, or personnel.
2. Pay all taxes due to the County, state, or national government.
3. Attend all regularly scheduled meetings of the Board or assigned committees, resigning whenever personal circumstances preclude regular attendance.

4. Avoid choices and behaviors that cast public doubt upon the integrity and competence of the County Government.
5. Make a conscientious effort to be well prepared for each meeting.
6. Avoid criticism of colleagues or County employees in public places or open meetings; have conversations of this nature only in private meetings or in closed session with the appropriate individuals.
7. Work to create a positive environment in public meetings where citizens will feel comfortable in their roles as observers or participants.
8. Maintain an attitude of courtesy and consideration toward all colleagues and staff during all discussions and deliberations.
9. Be tolerant. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
10. Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel or colleagues.
11. Be concise. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.
12. Maintain confidentiality of personnel matters and all matters discussed in closed session.
13. Follow the process set forth below upon receiving a complaint that a Board member has violated the Code of Ethics and Standards of Conduct. In the event a complaint is received, the following procedure shall be followed:
 - a. the Clerk or the Chairman of the Board shall forward the complaint to all members of the Board;
 - b. the accused member shall be given a reasonable period of time to respond in writing to the allegations, and such response shall be forwarded to all members of the Board;
 - c. the Board and the County Administrator and/or County Attorney, if needed, may meet to discuss the allegations and the member's response;
 - d. the Chairman shall poll the members regarding their disposition of the alleged violation; and
 - e. the Chairman shall direct the County Administrator to draft a response to inform the complainant of the Board's disposition.

If the Chairman is the alleged violator, the Vice-Chairman shall carry out the Chairman's duties, as outlined in subsections 12(A) thru 12(E) above.

**RESOLUTION TO EXTEND TO CONSTITUTIONAL OFFICERS
THE POWHATAN COUNTY PERSONNEL SYSTEM**

WHEREAS, pursuant to Virginia law, Va. Code §15-2-1600, the voters of Powhatan County elect Constitutional Officers: the Treasurer, the Sheriff, the Commonwealth Attorney, the Clerk of the Circuit Court, and the Commissioner of the Revenue; and

WHEREAS, the Constitutional Officers perform essential functions for Powhatan County and its citizens; and

WHEREAS, pursuant to Virginia law Powhatan County Board of Supervisors is required to provide certain benefits to the Constitutional Officers, their deputies and employees; and

WHEREAS, pursuant to Va. Code §2.2-3008 the Constitutional Officers may enter into an agreement with the Powhatan County Board of Supervisors to accept the personnel system of Powhatan County; and

WHEREAS, the Powhatan County Board of Supervisors wishes to extend to the Constitutional Officers the opportunity to accept the personnel system of Powhatan County; and

WHEREAS, pursuant to Virginia law, it is in the discretion of the individual Constitutional Officers as to whether they accept the Powhatan County personnel system.

NOW BE IT THEREFORE RESOLVED by the Board of Supervisors of Powhatan County as follows:

1. If any Constitutional Officer desires to accept the Powhatan County personnel system, they shall enter into an agreement with the Powhatan County Board of Supervisors on or before January 22, 2016 for the period January 1, 2016 through December 31, 2019.
2. The Constitutional Officer shall work with the County Administrator to finalize terms of an agreement substantially similar to the attached DRAFT.
3. The Chairman of the Board of Supervisors is authorized to sign said agreements with the Constitutional Officers on behalf of the Board of Supervisor.
4. If it is the Constitutional Officer's desire not to accept the Powhatan County personnel system, the Board of Supervisor shall provide the salaries and benefits prescribed by Virginia law to the Constitutional Officer, their deputies and employees. In addition, the Constitutional Officer, their deputies and employees shall continue to be paid the salary amount previously approved by the Board of Supervisors as of December 31, 2015, if it is greater than that prescribed by Virginia law.

**ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON
JANUARY 4, 2016.**

**Chairman
Powhatan County Board of Supervisors**

ATTEST:

**Patricia A. Weiler, Clerk
Powhatan County Board of Supervisors**

Recorded Vote:

David T. Williams ___
Larry J. Nordvig ___
Angela Y. Cabell ___
William E. Melton ___
Carson L. Tucker ___

**ATTACHMENT TO RESOLUTION R-2016-02
DRAFT AGREEMENT BETWEEN THE _____(CONSTITUTIONAL OFFICER)
AND THE
BOARD OF SUPERVISORS OF POWHATAN COUNTY, VIRGINIA**

THIS AGREEMENT, effective January 1, 2016, and established pursuant to Virginia law and governed thereby, is between the _____ (Constitutional Officer) and the Board of Supervisors of Powhatan County, Virginia (the Board).

The Constitutional Officer and the Board hereby agree that the County of Powhatan Employee Handbook (Employee Handbook) is extended to cover all employees and deputies of the Constitutional Officer except for the Constitutional Officer herself/himself, thereby establishing a uniform personnel system to the end that the Constitutional Officer's employees will have the same rights and benefits, and will be subject to the same procedures and regulations as other County employees, except as otherwise provided herein.

Employees and deputies of the Constitutional Officer will be subject to the County's personnel policies and regulations as stated in the Employee Handbook, excepting the County's grievance procedure and further excepting the advertising of position vacancies, which shall be consistent with Virginia Code Section 15.2-1604. Nothing in the Agreement shall be interpreted to infringe upon the authority of the Constitutional Officer to control the operations of her/his office, including, without limitation, the authority:

- (1) to direct the work of her employees and deputies;
 - (2) to hire, promote, transfer, or appoint employees and deputies;
 - (3) to discipline, suspend, demote, dismiss, or terminate the appointment of any employee or deputy.
- The Constitutional Officer's authority to terminate the appointment of a deputy pursuant to Virginia Code Section 15.2-1603, shall not be infringed by this agreement.

The Constitutional Officer shall have the same authority as the County Administrator to grant exceptions to the working hours of employees as allowed by Section 2.5 of the Employee Handbook.

Fringe benefits and future pay increases shall be set by the Board notwithstanding salary levels set by the State Compensation Board, but in no event shall the salary be less than that established by the State Compensation Board. Any COLA, merit, or other general pay increase granted to county employees by the Board shall also be extended to the employees of the Constitutional Officer. Any pay increase granted to the employees of the Constitutional Officer by the State Compensation Board may be offset against pay increase granted by the Board so that the result is that the employees of the Constitutional Officer and the employees of the county receive the same net pay increase.

If a County employee is granted a salary increase within a specific pay grade (without a change in pay grade), and if the Constitutional Officer believes that he/she has an employee that is similarly situated to the County employee that was granted the raise, the Constitutional Officer may make a request to the Powhatan County Board of Supervisors to adjust the pay of said employee so that they receive the same percentage raise as was granted to the specific County Employee.

This agreement shall remain in effect until December 31, 2019, unless earlier cancelled by either party by the giving of sixty (60) days written notice to the other party. In the event this Agreement is cancelled, no salary of an employee or deputy shall be diminished below the greater of the level of their January 1, 2016 salary or the level set by the State Compensation Board as of the date of the cancellation of this agreement. Upon cancellation of the agreement, the Board shall not be obligated to increase the salary of any employee or deputy so affected above the level set by the State Compensation Board regardless of increases provided by the Virginia General Assembly.

The County Human Resources Office (HR) shall maintain the official records of all employment actions for employees and deputies of the Constitutional Officer except for records or forms related to pre-employment reference checks, disciplinary actions, termination, employee grievances/complaints, letters of commendation or complaint about the employee and employee evaluations. The Constitutional Officer shall submit to HR annually the score of each employee's evaluation on a form agreed upon by the Constitutional Officer and the County Administrator. Records and forms, except those previously noted, will be submitted in accordance with procedures outlined by the County Administrator and/or stated in the Employee Handbook.

Constitutional Officer

Date

Chairman, Powhatan County Board of Supervisors

Date

DRAFT



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Agricultural and Forestal Districts Advisory Committee

Motion: Move to appoint _____ to the Agricultural and Forestal Districts Advisory Committee for a term to coincide with his/her elected term of office.

Dates Previously
Considered by Board: n/a

Summary of Item: The Commissioner of Revenue and a member of the local governing body are required to serve on this Board. The Board should reappoint the Commissioner of Revenue and choose a member of the Board of Supervisors to serve on this committee. The terms of these individuals shall coincide with their elected terms of office.

The Board of Supervisors appoints ten (10) members to the Agricultural and Forestal District Advisory Committee, not by district. Four are engaged in agricultural or forestal production, four are other landowners of the locality, one is the Commissioner of Revenue or the local government chief property assessment officer, and the other is a member of the local governing body. No term is required by the Code of Virginia, but the Board has established a 3 year term. The committee shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources within the district and their relation to the entire locality.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Agricultural and Forestal Districts Advisory Committee

Appointee	Appointed By	When Appointed	Term	First Appointment	Expiration Date
Carson Tucker District 5 Supervisor 3845 Old River Trail Powhatan, Virginia 23139 598-2213 <i>Board of Supervisors</i>	Board of Supervisors	December 15, 2014	Coincides with elected term of office	October 8, 2008	Coincides with elected term of office
James B. Timberlake II 1450 Schroeder Road Powhatan, VA 23139 598-8218 <i>Commissioner of the Revenue</i>	N/A	N/A	Coincides with elected term of office	N/A	Coincides with elected term of office
Robert Harper 1914 Old Tavern Road Powhatan, VA 23139 804-614-6517 powhatanharpers@gmail.com <i>Landowner</i>	Board of Supervisors	March 2, 2015	3 Years	March 5, 2012	March 31, 2018
Bill Cox 1405 Giles Bridge Road Powhatan, VA 23139 598-2457 <i>Landowner</i>	Board of Supervisors	December 15, 2014	3 Years	December 12, 2011	December 31, 2017
David Moyer 4277 Old River Trail Powhatan, Virginia 23139 (804) 874-4277 kelonafarm@gmail.com <i>Producer</i>	Board of Supervisors	October 20, 2014	3 Years	October 8, 2008	October 31, 2017
Pam Pleasants 6016 Cartersville Rd. Powhatan, VA 23139 (804) 387-3284 pleas4us@aol.com	Board of Supervisors	October 20, 2014	3 Years	October 20, 2014 Replace James B. Timberlake	October 31, 2017

Agricultural and Forestal Districts Advisory Committee

<i>Landowner</i>					
Bill Sifers 1661 Huguenot Trail Powhatan, VA 23139 794-5597 <i>Producer</i>	Board of Supervisors	February 2, 2015	3 Years	January 9, 2005	December 31, 2017
Owen Walker 689 Clayville Road Powhatan, VA 23139 598-4613 <i>Producer/Landowner</i>	Board of Supervisors	February 2, 2015	3 Years	December 10, 1990	December 31, 2017
Randall Ogle 3328 Three Bridge Road Powhatan, VA 23139 691-3990 <i>Landowner</i>	Board of Supervisors	February 2, 2015	3 Years	January 12, 2004	December 31, 2017

Staff Coordinator:

Department of Planning & Community Development

Composition:

The Board of Supervisors appoints ten (10) members to the Agricultural and Forestal District Advisory Committee, not by district. Four are engaged in agricultural or forestal production, four are other landowners of the locality, one is the Commissioner of Revenue or the local government chief property assessment officer, and the other is a member of the local governing body. An Agricultural and Forestal District must be created upon receipt of the first application to place properties in an Agricultural and Forestal District. (Reference § [15.2-4304](#) – Code of Virginia)

Term:

No term is required by the Code of Virginia, but the Board has established a 3 year term. The members of the committee shall be appointed by local governing body, and may be removed by the local governing body at any time without cause. Members who are absent for two consecutive meetings may be removed from the committee after review by the Board of Supervisors.

Agricultural and Forestal Districts Advisory Committee

Sworn In:

There is no swearing in process.

Mission:

The committee shall render expert advice as to the nature of farming and forestry and agricultural and forestal resources within the district and their relation to the entire locality. The Agricultural and Forestal District Advisory Committee's mission reflects the policy of the Commonwealth of Virginia to conserve and protect and to encourage the development and improvement of agricultural and forestal lands for the production of food and other agricultural and forestal practices.

When/Where Meet:

The Committee meets as needed; dates and times vary as needed.

Notification Requirements:

Meetings are advertised in the local paper two weeks previous to the meeting date, and adjacent landowners affected by any pertinent issue on the docket are notified by mail by the Planning Department.

Workshop dates and times are posted to the County website and workshops are open to the public. The news media is also notified of the workshop dates and times.

Compensation:

Compensation is not permitted by the Code of Virginia; however members can be reimbursed for actual and necessary expenditures incurred in performing duties.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Anti-Litter Council (ALC)

Motion: Move to appoint/reappoint _____ to the ALC for a three-year term commencing _____ and expiring _____.

Dates Previously Considered by Board: n/a

Summary of Item: One Board of Supervisor or Planning Commission representative seat is available due to the elected official's expiration of term of office. In addition, the County has received one (1) citizen application for appointment to the council. Members serve a three-year term and may serve an unlimited number of terms.

The Powhatan Anti-Litter Council is composed of up to seven (7) voting members appointed by the Board of Supervisors including one (1) Board of Supervisors member or Planning Commission member from any electoral district.

The Council strives to achieve a reputation for Powhatan as a clean, litter-free county with a strong sense of community and enhanced quality of life for its citizens. The ALC meets the first Wednesday of every month at 1:00 p.m. in the Village Building conference room located at 3910 Old Buckingham Road, Powhatan, VA 23139.

Staff: N/A Approve _____ Disapprove _____ See Comments

Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Application; Current Board Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Powhatan County Anti-Litter Council – Established May 12, 2003 – Re-established by Resolution April 11, 2011 – Structure amended by Resolution May 5, 2014

Voting Members:

<u>Appointee</u>	<u>Appointed By</u>	<u>When Appointed</u>	<u>Term</u>	<u>Expiration Date</u>
Carson Tucker 3845 Old River Trail carsontucker@verizon.net Board of Supervisors or Planning Commission member	Board of Supervisors	May 5, 2014	3 Years	coincides with elected term of office
Betty Handy 3171 Judes Ferry Road 794-7717 handybetty@msn.com Citizen at large	Board of Supervisors	June 1, 2015	3 Years	May 31, 2018
Karen Ylimaki (Chair) 1179 Bradbury Road Karen.ylimaki1@gmail.com Citizen at large	Board of Supervisors	June 1, 2015	3 Years	May 31, 2018
Roscoe Evans 906 Evans Road salvagepartsus@yahoo.com Citizen at large	Board of Supervisors	May 5, 2014	3 Years	June 30, 2016 (two-year initial term)
Elliott Danburg 2673 Liberty Hill Road edanburg@att.net Citizen at large	Board of Supervisors	May 5, 2014	3 Years	June 30, 2016 (two-year initial term)
Gay Bartlett 4298 Pierce Road Citizen at large	Board of Supervisors	May 5, 2014	3 Years	June 30, 2017
Fran McCreight (Secretary) 6381 Haleford Drive Francine@vt.edu Citizen at large	Board of Supervisors	May 5, 2014	3 Years	June 30, 2017 (resigned summer 2015)

Non-Voting Members:

County Administrator Representative

Public Works Department Representative

Virginia Department of Transportation Representative

Sheriff's Office Representative

VA Cooperative Extension Representative

Chamber of Commerce Representative

Composition:

The Powhatan Anti-Litter Council is composed of up to seven (7) voting members appointed by the Board of Supervisors including one (1) Board of Supervisors member or Planning Commission member from any electoral district.

Officers:

A chair, vice chair, and a secretary shall be chosen from within the voting membership of the council to serve a one year term. The council chairman shall appoint the chairman of each of three subcommittees: Education, Programs, and Judicial.

Term:

Members shall serve a three (3) year term. New members may be appointed to serve the unexpired term of any member who leaves office. Members may serve an unlimited number of terms and may be removed from the council by majority vote of the Board of Supervisors. If any member misses more than three (3) meetings in one year, that member shall no longer be a Council member.

Swear-In:

No requirements

Mission:

The Council strives to achieve a reputation for Powhatan as a clean, litter-free county with a strong sense of community and enhanced quality of life for its citizens. The Council raises awareness, and increases involvement among Powhatan citizens and businesses by initiating educational programs, special events, public relations material, recycling and cleanup events, and recognition programs. The Council will work with county officials, government agencies and state lawmakers to communicate ideas and concerns for improving existing laws and future legislation that will reduce litter and increase recycling activities. Furthermore, the Council will work with local law enforcement agencies and courts to enforce current and future anti-litter laws.

Meetings:

Meets the first Wednesday of every month at 1:00 p.m. in the Village Building conference room, 3910 Old Buckingham Road.

Notification Requirements:

Meetings shall be posted on the County web site calendar and are open to the public.

Compensation:

None



**COUNTY OF POWHATAN, VIRGINIA
APPLICATION FOR
COUNTY BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES**

All appointments to County Boards and Commissions are made by the Board of Supervisors. Please complete this application in its entirety. Use dropdown boxes where applicable.

Print and return the application by fax to (804) 598-7835, by e-mail to kjackson@powhatanva.gov or by mail to Deputy Clerk to the Board of Supervisors, Powhatan County Administration, 3834 Old Buckingham Rd, Powhatan VA 23139. For additional information regarding this application, contact Kalli Jackson at (804) 598-5612.

DISTRICT:	<input type="text" value="5th"/>	CURRENT DATE:	<input type="text" value="12-10-2015"/>
NAME:	<input type="text" value="Verne H Straughter"/>	EMAIL ADDRESS:	<input type="text" value="HStraughter@roadrunner.com"/>
ADDRESS:	<input type="text" value="4629 A Bell Rd"/>	DAY PHONE:	<input type="text" value="804-598-6155"/>
CITY/STATE/ZIP:	<input type="text" value="Powhatan Va 23139"/>	EVENING PHONE:	<input type="text" value="804-598-6155"/>

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	<input type="text" value="Anti Litter"/>
EDUCATION	<input type="text" value="MSW Major: Community Organization and Administration"/>
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	<input type="text" value="City of New York, City of Richmond and John Tyler Community College. Volunteer work: Free Child, Coalition of Churches and Capital District of Virginia Council on Social Welfare"/>
COMMUNITY INVOLVEMENT	<input type="text" value="Christmas Mather, Women's Prison, Crookland - Powhatan Local Human Rights Committee"/>
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	<input type="text" value="Multicultural Interaction, Drug Awareness"/>

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Broadband Citizen Advisory Council (BCAC)

Motion: Move to appoint _____ to the Broadband Citizen Advisory Committee

Dates Previously Considered by Board: n/a

Summary of Item: The County has received three (3) new applications for appointment, which are attached for your reference.

The BCAC was established on December 7, 2015. The purpose is to engage the citizenry in finding the best solution for acquisition and implementation of County-wide broadband. Staff created a mission statement and purpose that can be reviewed on the attached matrix. Staff recommends a maximum number of seven (7) voting members for this council.

Staff: N/A Approve ___ Disapprove ___ See Comments

Planning Commission/Board: N/A Approve ___ Disapprove ___ See Comments

County Administrator: N/A Approve ___ Disapprove ___ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix, Applications for Appointment

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

**Powhatan County
Broadband Citizen Advisory Committee (BCAC)**

Voting Members:

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Andrea Weber 3554 Richards Run Powhatan VA 23139 804.338.8539 weber.andrea1@gmail.com	BOS	12/7/2015	N/A	12/7/2015	N/A
Karla Curtis 3311 Greywalls Drive Powhatan VA 23139 804-615-7794 kcurtis@pietech.com	BOS	12/7/2015	N/A	12/7/2015	N/A
Steve Somerville 3854 Mill Mount Drive Powhatan, VA 23139 804-598-5884 410-262-2105 Steve.sville@hotmail.com	BOS	12/7/2015	N/A	12/7/2015	N/A

**Powhatan County
Broadband Citizen Advisory Committee (BCAC)**

Non-Voting Members:

County Administrator Representative
Public Schools Superintendent Representative
County of Powhatan I.T. Director
Public Schools I.T. Director
Public Library Representative

Composition:

The Powhatan Broadband Citizen Advisory Committee is composed of up to seven (7) voting members appointed by the Board of Supervisors.

Officers:

A chair, vice chair, and a secretary shall be chosen from within the voting membership of the council.

Term:

Members shall serve until the Committee mission is complete.

Swear-In:

No requirements

Purpose/Mission:

The Broadband Citizen Advisory Committee was established by the Powhatan County Board of Supervisors on December 7, 2015, to engage Powhatan County citizens in the County's solution for all Powhatan residents and businesses to have access to high speed internet from their homes and places of business. Committee members may assist with vetting and the decision process for the best possible solution, including exploring options, selecting consultants and researching grant and other funding opportunities.

Meetings:

Committee shall meet quarterly or more often as needed as determined by the County Administrator.

Notification Requirements:

Meetings shall be posted on the County web site calendar and are open to the public.

Compensation:

None



**COUNTY OF POWHATAN, VIRGINIA
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COUNTY BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES**

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DISTRICT:	District 1 - Subletts/Manakin/Flatrock	CURRENT DATE:	December 22, 2015
NAME:	Lummie Jones	EMAIL ADDRESS:	Lummie.Jones@era.com
ADDRESS:	2729 Judes Ferry Road	DAY PHONE:	804-314-5668
CITY/STATE/ ZIP:	Powhatan, VA 23139	EVENING PHONE:	804-314-5668

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	<u>Broadband Committee (BCAC)</u>
EDUCATION	<u>High School and part college</u>
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	<u>Partner of Napier Realtors ERA, Vice President</u>
COMMUNITY INVOLVEMENT	<u>Chairman of the Elizabeth Randolph Lewis YMCA managing board</u> <u>The Rotary Club of Powhatan</u>
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	<u>Various managment skills. Worked as a computer programmer in early years,</u>

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



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DISTRICT:	District 4 - Powhatan Courthouse/ Mt. Zi	CURRENT DATE:	12-13-15
NAME:	Pete Sisti	EMAIL ADDRESS:	pete.sisti@gmail.com
ADDRESS:	1687 Capeway Road	DAY PHONE:	434-882-2293
CITY/STATE/ ZIP:	Powhatan/VA/23139	EVENING PHONE:	804-598-8049

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	
EDUCATION	<u>Powhatan High School</u> <u>VCU</u>
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	<u>CEO, Inova Solutions, Inc., Charlottesville, VA (technology company)</u> <u>Owner, Greater Richmond Grains, Inc., Powhatan VA (organic small grainseed production)</u>
COMMUNITY INVOLVEMENT	
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	<u>Interested in serving on the Broadband Citizen Advisory Committee</u>

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



**COUNTY OF POWHATAN, VIRGINIA
APPLICATION FOR
COUNTY BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES**

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DISTRICT:	District 4 - Powhatan Courthouse/ Mt. Zi	CURRENT DATE:	12/09/2016 2015
NAME:	Richard A. (Rick) Davis	EMAIL ADDRESS:	rickdavis1634@comcast.net
ADDRESS:	1634 Lake randolph Drive	DAY PHONE:	804.887.8005
CITY/STATE/ ZIP:	Powhatan, Virginia 23139	EVENING PHONE:	804.598.7320

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	BROADBAND CITIZEN ADVISORY COMMITTEE
EDUCATION	Master in Public Administration, concentration Public Finance Bachelor of Science Business Administration Minor in Political Science, Project Management Professional (PMP)
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	Chief Information Officer, Virginia Department of Corrections (2008-current) Software Application Development Mgr., VADOC (2005-2008) Software Application Development Mgr., Dept. General Services (1998-2005) IT Analyst & Project Manager Department of Accounts (1986-1998)
COMMUNITY INVOLVEMENT	Resident of Powhatan County since 1989. I have worked with the school systems volunteering for many excellent causes over the years. I am active in our church (SPC) and serve as a adult Sunday school teacher and sound system administrator.
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	I am an IT professional and am currently serving as Past President of the Corrections Technology Association. I am heavily involved in the Commonwealth of Virginia's attempt to improve data analytics throughout State agencies. Information systems is my passion and I have over 25 years in this business.

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Capital Area Agency on Aging/Senior Connections Advisory Council

Motion: Move to appoint _____ to CAAA for a term commencing January 1, 2016 and expiring June 30, 2018.

Dates Previously
Considered by Board: n/a

Summary of Item: Because one of the appointees was a member of the Board of Supervisors, the term was limited to his elected term of office, which expired on December 31, 2015. The appointee does not have to be a member of the Board of Supervisors.

This is an Advisory Council with up to 20 members. **Local governments may appoint 2 members of their choice.** Members are appointed for three years terms and may serve additional terms with approval of the Board of Directors. All terms are scheduled to expire on June 30.

Senior Connections is a private, non-profit organization, established in 1973 and governed by a Board of Directors. Senior Connections is designated as the Area Agency on Aging for the development and enhancement of comprehensive, coordinated home and community-based services for older adults and caregivers. The Agency serves Planning and Service Area 15 (PSA 15), which includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan.

Staff: N/A Approve ___ Disapprove ___ See Comments

Planning
Commission/Board: N/A Approve ___ Disapprove ___ See Comments

County Administrator: N/A Approve ___ Disapprove ___ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Capital Area Agency on Aging Advisory Council (CAAA) / Senior Connections

Appointee	Appointed By	When Appointed	Term	First Appointed Date	Expiration Date
Carson Tucker Board of Supervisors (804) 598-2213	Board of Supervisors	June 16, 2014	3 years	November 6, 2008	12/31/2015 (coincides with elected term of office)
LaTanya Davenport 6333 Walnut Tree Dr. Powhatan, VA 23139 (804) 475-5286 (w) (804) 492-4082 (h)	Board of Supervisors	August 4, 2014	3 years	August 4, 2014	June 30, 2017

Senior Connections is a private, non-profit organization, established in 1973 and governed by a Board of Directors. The Agency serves Planning and Service Area 15 (PSA 15), which includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan. Senior Connections receives funding from the Federal Older Americans Act through Virginia Department for the Aging. Other Federal and state funds support the Agency's programs and local funds are provided from city and county governments. The Agency also receives contributions from citizens in the communities it serves in addition to grants from local corporations and foundations. Senior Connections is designated as the Area Agency on Aging for the development and enhancement of comprehensive, coordinated home and community-based services for older adults and caregivers.

Composition:

This is an Advisory Council with up to 20 members. Members are appointed for three years terms and may serve additional terms with approval of the Board of Directors. Council officers are Chairman (Carol Young), First Vice-Chair (Bob Miller) and Second Vice-Chair (Charles Barker). **Local governments may appoint 2 members of their choice.**

Term:

The term is three years, with term expiring on June 30 and members can serve indefinitely.

Swear In:

There is no swearing-in process.

Mission:

Council members are asked to contribute their areas of expertise in helping to carry out the Agency's vision and mission.

Vision: Seniors with improved quality of life.

Mission: Empowering seniors to live with dignity and choice.

The Advisory Council is charged by the Older Americans Act with the following responsibilities:

1. To represent the interests of older adults, caregivers and provider organizations.
2. To review and comment on issues, policies and programs that impact older citizens and the communities in which they reside with a focus on maximum coordination and collaboration.
3. To assist with the development and update of the Region's Four Year Plan for Aging Services.
4. To provide input for the development of the Agency's Strategic Plan (2012-2017).
5. To recommend special projects and studies that address the needs of older adults, people with disabilities and caregivers.

Where/When Meet:

The Advisory Council meets quarter. Meetings are held at 2:00 p.m. in July, October and February at Senior Connections located at 24 East Cary Street, Richmond, VA. The Council meets jointly with the Board of Directors for that Agency's Annual Meeting and Open House on the 4th Tuesday in May. Meetings last for about two hours or less depending on the agenda. Advisory Council meetings for 2014 are on February 27, May 20, July 10 and October 23.

Notification Requirements:

The Capital Area Agency on Aging Advisory Council handles all notifications.

Compensation:

None



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Capital Region Workforce Partnership Chief Local Elected Officials Consortium (CLEO)

Motion: Move to appoint _____ to CLEO for a one-year term commencing January 1, 2016 and expiring December 31, 2016.

Dates Previously
Considered by Board: n/a

Summary of Item: The Board of Supervisors appoints one of its members to represent the County's elected officials. The term is one year, with no limitations on re-appointment.

The mission is to plan and execute workforce development strategies and services designed to bring workforce investment stakeholders together in the delivery of services and programs that will ensure a highly skilled workforce in the Capital Region, which includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan.

Staff: N/A Approve ___ Disapprove ___ See Comments

Planning
Commission/Board: N/A Approve ___ Disapprove ___ See Comments

County Administrator: N/A Approve ___ Disapprove ___ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Capital Region Workforce Partnership Chief Local Elected Officials Consortium – Created by Agreement September 8, 2008

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
William E. Melton 4855 Old Buckingham Road Powhatan, VA 23139 598-6252	Board of Supervisors	February 2, 2015	1 year	February 4, 2013	Coincides with elected term of office (12/31/2015)

Composition:

The Board of Supervisors appoints one of its members to represent the County’s elected officials. This appointment is not done by district. See agreement dated September 8, 2008 – creating Capital Region Workforce partnership.

Term:

The term is one year, with no limitations on re-appointment.

Swear In:

There is no swearing in.

Mission:

The mission is to plan and execute workforce development strategies and services designed to bring workforce investment stakeholders together in the delivery of services and programs that will ensure a highly skilled workforce in the Capital Region, which includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan.

Where/When Meet:

To be determined.

Notification Requirements:

The Capital Region Workforce Partnership handles all notification.

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Goochland Powhatan Community Services Board (CSB)

Motion: Move to appoint _____ to the CSB for a term commencing January 1, 2015 and expiring June 30, 2018.

Dates Previously
Considered by Board: n/a

Summary of Item: The CSB currently has one vacancy. The County has received one (1) new application for appointment.

The Goochland-Powhatan Community Services Board of Directors is composed of 10 citizens with 5 members each being appointed by the local Board of Supervisors of Goochland and Powhatan. The five appointees should be representatives from business, government, consumers, or interested citizens. The Board has the responsibility of planning for, establishing, developing and reviewing the mental health, mental retardation, drug and alcohol programs of the counties. The Board reviews and approves its program budgets on an annual basis and obtains approval and funding for its programs from local and state governments. The Board directly operates all of its programs. It sets program policies and monitors and evaluates programs on a regular basis.

The term is 3 years and members can be reappointed twice after the initial appointment, totaling three three-year terms.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix, Application for Appointment

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Goochland-Powhatan Community Services Board of Directors

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Angela Cimmino 1740 Norwood Creek Way Powhatan VA 23139 378-3213 Term No. 1	Board of Supervisors	July 15, 2013	3 years	July 15, 2013	June 30, 2016
Susie Hackenburg 3450 Brookland Manor Drive Powhatan VA 23139 598-5812 Term No. 2	Board of Supervisors	July 1, 2013	3 years	Partial term December 14, 2009 (Replaced J.Carmack) Term started: July 1, 2010	June 30, 2016
Lorrie Shervin 1631 Walkers Ridge Road Powhatan, VA 23139 403-3842 Term No. 2	Board of Supervisors	July 1, 2013	3 years	July 12, 2010	June 30, 2016
GaElla Matthews 4785 Bell Road Powhatan, VA 23139 598-1424 Term No. ?	Board of Supervisors	June 16, 2014	3 years	November 17, 2011 (was this a replacement term?)	June 30, 2017
VACANCY	Board of Supervisors		3 years		June 30, 2015

Composition:

The Goochland-Powhatan Community Services Board of Directors is composed of 10 citizens with 5 members each being appointed by the local Board of Supervisors of Goochland and Powhatan. The five appointees should be representatives from business, government, consumers, or interested citizens. The Board has the responsibility of planning for, establishing, developing and reviewing the mental health, mental retardation, drug and alcohol programs of the counties. The Board reviews and approves its program budgets on an annual basis and obtains approval and funding for its programs from local and state governments. The Board directly operates all of its programs. It sets program policies and monitors and evaluates programs on a regular basis. (Reference § [37.2-500-37.2-512](#) – Code of Virginia)

Term:

The term is 3 years and members can be reappointed twice after the initial appointment, totaling three three-year terms. If appointed to fill someone's vacancy mid-term, a member can still be eligible to serve three complete terms after that initial term. **All terms expire June 30**, as determined by the appointing authorities.

Sworn In:

There is no swearing in process.

Mission:

The mission of this Board is to allow community services to be developed on the local level so that the Board can best meet the specific needs of each locality. The Virginia Department of Behavioral Health and Developmental Sciences may provide funds, on a matching basis, to localities for the purpose of providing services that include program planning, service delivery and evaluation.

Our Mission is to promote and enhance the quality of life through innovative, comprehensive services to all residents and the greater community of Goochland and Powhatan Counties. We provide a continuum of community based education, prevention, crisis intervention, counseling and rehabilitation to individuals, families and groups in need of mental health, mental retardation and/or substance abuse services.

The Goochland-Powhatan Community Services Board provides mental health, mental retardation and substance abuse services to the citizens of Powhatan and Goochland counties. The mental health and substance abuse services include outpatient treatment, case management, emergency services, day support, prevention, and early intervention. The mental retardation services include case management, parent-infant education programs and supported residential services. Monacan Services is also available for center-based day support and supported employment.

Where/When Meet:

The Board meets on the first Monday of each month at 6:00 P.M. The meetings rotate on a regular basis between Goochland and Powhatan and are open to the public.

Notification Requirements:

No notification is required.

Compensation:

Members are compensated \$50.00 per month for each meeting attended.



**COUNTY OF POWHATAN, VIRGINIA
APPLICATION FOR
COUNTY BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES**

All appointments to County Boards and Commissions are made by the Board of Supervisors. Please complete this application in its entirety. Use dropdown boxes where applicable.

Print and return the application by fax to (804) 598-7835, by e-mail to kjackson@powhatanva.gov or by mail to Deputy Clerk to the Board of Supervisors, Powhatan County Administration, 3834 Old Buckingham Rd, Powhatan VA 23139. For additional information regarding this application, contact Kalli Jackson at (804) 598-5612.

DISTRICT:	District 1 - Subletts/Manakin/Flatrock	CURRENT DATE:	Dec. 18, 2015
NAME:	Juliana R. Franklin	EMAIL ADDRESS:	julief7610@gmail.com
ADDRESS:	2283 Genito West Court	DAY PHONE:	804-598-2892
CITY/STATE/ ZIP:	Moseley, VA 23120	EVENING PHONE:	

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Goochland-Powhatan Community Services Board
EDUCATION	BS Hospital Management/Marketing.VCU
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	Retired director of operations for assisted living/former newspaper editor/writer Served on Loudoun County(VA) CSB (served as chair) and Family Services Boards Former member Loudoun Friends of Mental Health
COMMUNITY INVOLVEMENT	Member and district officer Rotary District 7610 and 7600-varied community service through Rotary Volunteered with Holiday Coalition in Loudoun County
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	Desktop publishing, writing, working with elderly

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: James River Advisory Council (JRAC)

Motion: Move to appoint _____ to JRAC.

Dates Previously
Considered by Board: n/a

Summary of Item: Traditionally Powhatan makes two appointments to JRAC. There is no specified term. JRAC has a membership of over forty members including representatives from eight local jurisdictions -- including the counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan and the city of Richmond -- local businesses and industries, civic organizations and citizens.

JRAC serves as a forum for the diverse interests along the James River in Central Virginia and communicates with public officials regarding issues and challenges facing the river and its resources. The Advisory Council's vision is to unite the community by supporting and promoting the James River as a common resource and preserving its health, beauty, heritage, economic vitality and recreational value.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

James River Advisory Council

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
C. W. (Buck) Buchanan 1777 Huguenot Trail Powhatan, Virginia 23139 (804) 897-3582	Board of Supervisors	August 21, 2008	Unlimited	August 21, 2008	N/A
Carson Tucker 3845 Old River Trail Powhatan, VA 23139 (804) 598-2213	Board of Supervisors	December 10, 1998	Unlimited	December 10, 1998	N/A

Composition:

The Advisory Council has a membership of over forty members including representatives from eight local jurisdictions -- including the counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan and the city of Richmond -- local businesses and industries, civic organizations and citizens.

Term:

No specified term.

Sworn In:

There is no swearing-in process.

Mission:

James River Advisory Council serves as a forum for the diverse interests along the James River in Central Virginia and communicates with public officials regarding issues and challenges facing the river and its resources. The Advisory Council's vision is to unite the community by supporting and promoting the James River as a common resource and preserving its health, beauty, heritage, economic vitality and recreational value.

In March 1993, a resolution was adopted at the first Regional Summit by area localities, to create the James River Task Force to study the development of the James River as a regional tourist attraction. In May 1999, the Task Force transitioned to the James River Advisory Council.

The Advisory Council leads regional river groups and sets the tone for positive and interactive relationships among various organizations.

The James River Advisory Council sponsors the James River Parade of Lights in December, James River Days during the summer, and the James River Regional Clean Up in June.

Notification Requirements:

The James River Task Force Advisory Board handles notification. Advisory Council meetings are held quarterly on the fourth Thursday of the month (January, April, July, October) at various locations in the metropolitan Richmond area at 8:30 a.m., unless otherwise specified. Meeting details are posted on the official website: <http://www.jamesriveradvisorycouncil.com/default.htm>.

Contact: Kimberly Conley, Executive Director ~ PO Box 40, Chesterfield Virginia 23832 ~ (804)748-1567 ~ conleyk@chesterfield.gov.

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Powhatan Community Action Agency Advisory Board (PCAAAB)

Motion: Move to appoint _____ to the PCAAAB for a four-year term commencing January 1, 2016 and expiring December 31, 2019.

Dates Previously
Considered by Board: n/a

Summary of Item: Because 2015 was an election year, the Board should reappointed the five (5) elected officials or their designees to the PCAAAB. PCAAAB consists of a total of fifteen members. Each member shall serve a four (4) year term. As of November 2014, there is no term limit.

PCAAAB's mission is to advocate for those in need and serve the community by providing eligible individuals with information services and resources that will educate, empower, and promote self-sufficiency, self-esteem and personal dignity. Through a range of services and referrals such as emergency assistance, advocacy, food pantry, housing and plumbing repair. The agency was established to receive and administer funding for the Community Services Block Grant (CSBG) and the General Assembly appropriated CSBG funds, through a contract with the Virginia Department of Social Services. That contract requires a 16 person advisory board consisting of representatives from elected government, the private sector and low-income citizens.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning N/A Approve _____ Disapprove _____ See Comments
Commission/Board:

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Powhatan Community Action Agency Advisory Board					Established October 15, 2008 Revised November 3, 2014
Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Elected Official or Designee					
Carson Tucker 3845 Old River Trail Powhatan, VA 23139 598-2213	Board of Supervisors	November 5, 2012	4 Years	November 6, 2008	November 30, 2016 (coincides with term of office)
Teresa Hash Dobbins Circuit Court Clerk 3880 Old Buckingham Road, #C Powhatan, VA 23139	Board of Supervisors	November 17, 2014	4 Years	November 17, 2014	November 30, 2018 (coincides with term of office)
Beverly Funn 3901 Maidens Road Powhatan, VA 23139	Board of Supervisors	December 2, 2013	2 Years	December 2, 2013	December 31, 2015
Billy Melton 4855 Old Buckingham Rd Powhatan, VA 23139 598-6252	Board of Supervisors	December 2, 2013	2 Years	December 2, 2013	December 31, 2015 (coincides with term of office)
Charla Schubert 3834 Old Buckingham Rd. Powhatan, VA 23139	Board of Supervisors	October 7, 2013 (6/16/14 to complete Jeff Jarosinski term)	3 Years	October 7, 2013 (Jeff Jarosinski)	October 31, 2016
Business/Industry/Labor/Religious/Social Service/Education/Community Group Representatives					
Sarah Lester 1001 Turkey Ridge Drive Moseley, VA 23120 598-4465	Board of Supervisors	November 19, 2012	4 Years	November 6, 2008	November 30, 2016
Charlotte Jackson 3450 Kenneth Ridge Lane Powhatan, VA 23139	Board of Supervisors	November 17, 2014	4 Years	November 6, 2008	November 30, 2018
Gayzelle Taylor 3100 Huguenot Trail Powhatan, VA 23139	Board of Supervisors	November 17, 2014	4 Years	November 6, 2008	November 30, 2018
Robert Bishop 2720 Trenholm Road Powhatan, VA 23139 rbishop2@verizon.net	Board of Supervisors	November 17, 2014	4 Years	November 6, 2008	November 30, 2018
Patsy Goodwyn 3620 Goodwyn Road Powhatan, VA 23139 patsy@goodwynlumber.com	Board of Supervisors	November 17, 2014	4 Years	November 6, 2008	November 30, 2018

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Representatives of the Poor					
Karen Ylimaki 1179 Bradbury Road Moseley, VA23120 karen.ylimaki1@gmail.com 804-318-6485	Board of Supervisors	June 15, 2015	4 years	June 15, 2015	June 30, 2019
Sandra Spease 4231 Three Bridge Road Powhatan, VA 23139 804-598-6761 joleeidaho@live.com	Board of Supervisors	July 13, 2015	4 Years	July 13, 2015	July 31, 2019
Geraldine Purnell 2375 Ridge Road Powhatan, VA 23139	Board of Supervisors	July 7, 2014	3 Years	July 7, 2014	July 31, 2017
Connie Moslow 2364 Huguenot Trail Powhatan, VA 23139	Board of Supervisors	February 3, 2014	2 Years	January 11, 2010	February 29, 2016
Danielle Lipscomb 2745 Three Bridge Road Powhatan, VA 23139	Board of Supervisors	February 3, 2014	2 Years	January 11, 2010	February 29, 2016

Composition:

The Board of Supervisors appoints a minimum of five (5) members that are elected officials or their designees, a minimum of five (5) members of business, industry, labor, religious, social service, education or other community service groups, and a minimum of five (5) representatives of the poor to the Powhatan Community Action Agency Advisory Board (PCAAAB). PCAAAB consists of a total of fifteen members. ([Reference 2.2-5403 – Code of Virginia](#))

Term:

For local elected officials or their representatives, the initial term is (1) four year, (3) three year and (2) two year term. For representatives of the business/industry/labor/religious/ social service/education/community groups, the initial term is (1) four year, (2) three year and (2) two year term. For representatives of the poor, the initial term is (1) four year, (2) three year and (2) two year terms. After initial appointments, each member shall serve a four (4) year term. As of November 2014, there is no term limit.

Swear In: There is no swearing in process.

Mission of the Powhatan Community Action Agency:

The Powhatan Community Action Agency (PCAA) mission is to advocate for those in need and serve the community by providing eligible individuals with information services and resources that will educate, empower, and promote self-sufficiency, self-esteem and personal dignity. Through a range of services and referrals such as emergency assistance, advocacy, food pantry, housing and plumbing repair. The agency was established to receive and administer funding for the Community Services Block Grant (CSBG) and the General Assembly appropriated CSBG funds, through a contract with the Virginia Department of Social Services. That contract requires a 16 person advisory board consisting of representatives from elected government, the private sector and low-income citizens. PCAA works in collaboration with local government, the faith community, business and civic leaders, and the low-income community itself to find effective, local solutions to community problems. Services provided can include:

- Community & Emergency Assistance Services
- Food Distribution
- Indoor Plumbing Rehabilitation & Dry Well Replacement Loan Program
- Water/Wastewater Assistance
- Information and Referral Services

The PCAA provides significant information and referral services to the residents of Powhatan County. An assessment of the clients needs is completed to determine services and referrals that can provide opportunities for self-sufficiency and independence. Referrals are routinely made to VEC and the Capital Area Training Consortium for employment services, Central Virginia Legal Aid, Elder Homes for Weatherization services, to local food banks and the clothes closet, the department of social services, and other community service organizations that would meet the assessed needs of the clients. The PCAA routinely works with area churches in coordinating services and securing financial and other necessary assistance.

Mission of the Powhatan Community Action Agency Advisory Board:

- Review state reports on services rendered to clients and recommend adjustments.
- Brainstorm improvements to programs and explore potential new programs and grants
- Market and provide outreach channels for dissemination of Community Action Agency information, mission, availability of programs to community organizations (civic, church, charitable, etc).
- Continuously explore and make recommendations on ways to coordinate services provided by the Community Action Agency with other service delivery organizations (for example, Free Clinic, Hope Ministry, Coalition of Churches, County of Powhatan, Health Department, etc.)
- Research best practices of other Community Action Agencies and present ideas.

- Participate in the creation and presentation of a report to the Board of Supervisors on an annual basis. This report should include a status of services rendered, improvement made in service delivery and ideas that the Community Action Agency is considering.

Where/When Meet:

Meetings are held four times annually, as called by the Chairman.

Notification Requirements:

Meetings are advertised on the Powhatan County website. www.powhatanva.gov

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Area Transportation Planning Organization (TPO)

Motion: Move to appoint _____ to the TPO.

Dates Previously
Considered by Board: n/a

Summary of Item: Two (2) representatives are appointed by the Board of Supervisors – one elected official (Board member) and one Planning Commission member. Two (2) alternates are also appointed – by practice, the Director of Planning and a Planning Commissioner. Alternate does not have to be Board of Supervisor member.

No specific term (two year term recommended by the Richmond Regional Planning District Commission), but by practice members serve an unlimited term coinciding with term of office. No term limits.

TPO is the federally designated regional transportation planning organization that serves as the forum for cooperative transportation decision-making in the Richmond area. The TPO's geographic coverage extends to that area which is projected to be urbanized within the next 20 years; it includes approximately two-thirds of the Richmond Regional Planning District. The RRPDC serves as the contracting agent for the TPO, and provides the administrative and technical staff.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Richmond Area Transportation Planning Organization (TPO)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
David Williams 2301 Flint Hill Rd. Powhatan, VA 23139 598-5187 <i>Board of Supervisor</i>	Board of Supervisors	January 9, 2012	Unlimited	January 9, 2012	N/A
Karin Carmack 4111 Old River Trail Powhatan, VA 23139 598-0632 <i>Planning Commission Representative</i>	Board of Supervisors	February 23, 2012	Unlimited	February 23, 2012	N/A
March Altman 598-5621 <i>Alternate</i>	Board of Supervisors	October 7, 2013	Unlimited	October 7, 2013	N/A
Carson Tucker 3845 Old River Trl. Powhatan, VA 23139 598-2213 <i>Alternate</i>	Board of Supervisors	January 14, 2008	Unlimited	April 11, 2005	N/A

Composition:

TPO By-Laws – two (2) voting members – 1 of which must be elected official. By practice, the Planning Commission member serves as the 2nd voting member.

Two (2) representatives are appointed by the Board of Supervisors – one elected official (Board member) and one Planning Commission member. Two (2) alternates are also appointed – by practice, the Director of Planning and a Planning Commissioner. Alternate does not have to be Board of Supervisor member.

Term:

No specific term (Two year term recommended by the Richmond Regional Planning District Commission), but by practice members serve an unlimited term coinciding with term of office. No term limits.

Sworn In:

No oath of office is required.

Mission:

Richmond Area Transportation Planning Organization (TPO) is the federally designated regional transportation planning organization that serves as the forum for cooperative transportation decision-making in the Richmond area. The TPO's geographic coverage extends to that area which is projected to be urbanized within the next 20 years; it includes approximately two-thirds of the Richmond Regional Planning District. The RRPDC serves as the contracting agent for the Richmond Area Metropolitan Planning Organization, and provides the administrative and technical staff.

The TPO is organized under a Memorandum of Understanding and Bylaws. The TPO annually establishes a Unified Work Program (UWP) which defines work tasks for the upcoming fiscal year (July 1 to June 30) and shows staff assigned and funds allocated to the UWP's work tasks. The RRPDC provides lead staffing and primary administrative and technical support for TPO tasks. Based on these adopted plans, area local governments and transportation agencies prepare detailed and specific transportation projects.

The primary products of the TPO are a regional long-range 20-year transportation plan, a 3-year transportation improvement program, and related plans and studies. Within this regional framework, local governments and state and local transportation agencies refine these project proposals which are submitted to the TPO for review and approval as part of its Transportation Improvement Program (TIP). For fiscal year 2000-02, the TPO coordinated the development of a \$302 million transportation improvement program.

The TPO is charged under Section 134 of the Federal Aid Highway Act of 1973, as amended, for maintaining and conducting a "continuing, cooperative and comprehensive" (i.e., "3C") transportation planning process that results in plans and programs consistent with the comprehensively planned development of the Richmond urbanized area. The TPO and the Virginia Department of Transportation (VDOT) annually certify the TPO's compliance with federal requirements for the "3C" process, and other federal rules and regulations, as a condition for the Richmond area receiving federal capital and operating assistance funds.

Various federally funded highway and transit projects that are located within the TPO study area must be approved by the TPO prior to their becoming eligible for federal funds.

Voting membership on the TPO includes nine local governments, four transportation/planning agencies, and VDOT. Consultants, local government, VDOT, and other staffs are also utilized as detailed in the UWP. Standing and special TPO committees review, comment, and advise the TPO on various work tasks and other matters and issues related to the region's transportation needs, plans, programs, and projects.

When/Where Meet:

The Richmond Regional Planning District Commission TPO meets on the fifth Thursday of each month in the large conference room at the RRPDC office, 9211 Forest Hill Avenue, Suite 200, Richmond, VA.

Notification Requirements:

Meetings are organized and managed by the Richmond Regional Planning District Commission.

Compensation:

None



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Area Transportation Planning Organization Citizens Transportation Advisory Committee (CTAC)

Motion: Move to appoint _____ to CTAC for a 2-year term commencing January 1, 2016 and expiring December 31, 2017.

Dates Previously Considered by Board: n/a

Summary of Item: There is one voting representative and one (1) alternate from County residents appointed by the Board of Supervisors. Terms are for two (2) years, with no term limit.

The Citizens Transportation Advisory Committee (CTAC) is composed of local government and at large organizations designated by the TPO and individuals and organizations representing the region's population and advises the TPO on plans, studies, issues and other matters related to the planning of public transportation services.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

Richmond Area Transportation Planning Organization (TPO)
Citizens Transportation Advisory Committee (CTAC)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Thomas A. Fletcher 2391 Founders Creek Ct. Midlothian, VA 23113 hokie6869@verizon.net 897-4567	Board of Supervisors	August 18, 2014 (fulfilling resigned member term)	2 years	August 18, 2014	February 29, 2016
Christopher D. Dehart 2002 Old Tavern Rd. Powhatan, VA 23139 <i>Alternate</i>	Board of Supervisors	February 3, 2014	2 years	January 14, 2008	February 29, 2016

Composition:

There is one voting representative and one (1) alternate from County residents appointed by the Board of Supervisors.

Term:

Terms are for two (2) years, with no term limit.

Sworn In:

No oath of office is required.

Mission:

The Citizens Transportation Advisory Committee (CTAC) is composed of local government and at large organizations designated by the TPO and individuals and organizations representing the region's population and advises the TPO on plans, studies, issues and other matters related to the planning of public transportation services.

Where/When Meet:

The CTAC meets on the third Thursday of each month at Noon at the RRPDC Office, 9211 Forest Hill Avenue, Suite 200, Richmond, VA, meeting approximately six times per year as needed.

Notification Requirements:

Meetings are organized and managed by the RRPDC (<http://www.richmondregional.org/default.htm>).

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Area Transportation Planning Organization Technical Advisory Committee (TAC)

Motion: Move to appoint _____ to the TAC for a 2-year term commencing January 1, 2016 and expiring December 31, 2017.

Dates Previously Considered by Board: n/a

Summary of Item: Committee is composed of one (1) representative and one (1) alternate from County staff appointed by the Board of Supervisors. The representative typically has been the Director of Planning, and the alternate has typically been a Planning staff member recommended by the Director.

TAC serves as a technical advisory committee to the TPO, providing technical review, comments and recommendations on specific transportation plans, programs, studies and other appropriate documents and regional transportation issues.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

Richmond Area Transportation Planning Organization (TPO)
Technical Advisory Committee (TAC)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
March Altman <i>Director of Community Development</i>	Board of Supervisors	October 7, 2013	Unlimited	October 7, 2013	N/A
Ed Howland <i>Alternate</i>	Board of Supervisors	October 7, 2013	Unlimited	October 7, 2013	N/A

Composition:

Committee is composed of one (1) representative and one (1) alternate from County staff appointed by the Board of Supervisors. The representative typically has been the Director of Planning, and the alternate has typically been a Planning staff member recommended by the Director.

Term:

No specific term.

Sworn In:

No oath of office required.

Mission:

The purpose of the TPO Technical Advisory Committee is to serve as a technical advisory committee to the TPO, providing technical review, comments and recommendations on specific transportation plans, programs, studies and other appropriate documents and regional transportation issues. The Technical Advisory Committee shall address other matters and concerns if directed by the TPO or TPO Chairman. The Technical Advisory Committee shall specifically be responsible for reviewing and providing technical comments and recommendations to the TPO on the following:

1. Unified Work Program (UWP)
2. Transportation Improvement Program (TIP)
3. Long Range Transportation Plan
4. Air Quality Planning

The committee includes representatives from the local governments in the region, and from the following organizations: VDOT, Federal Highway Administration (FHWA), Ridefinders, Richmond Metropolitan Authority, Richmond Regional Planning District Commission, Capital Region Airport Commission and the Virginia Department of Rail and Passenger Trains.

Where/When Meet:

The Richmond Regional Planning District Commission Technical Advisory Committee meets on the third Tuesday of each month in the large conference room at the Richmond Regional Planning District Commission Office, 9211 Forest Hill Avenue, Suite 200, Richmond, VA.

Notification Requirements:

Meetings are organized and managed by the Richmond Regional Planning District Commission. Typically scheduled for 3rd Thursday at 9 a.m. at the Richmond Regional Planning District Commission Office, 9211 Forest Hill Avenue, Suite 200, Richmond, VA.

Compensation:

None



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Regional Planning District Commission (RRPDC)

Motion: Move to appoint _____ to the RRPDC.

Dates Previously
Considered by Board: n/a

Summary of Item: The commission is composed of three (3) representatives who are appointed by the Board of Supervisors – two (2) elected officials (Board members), one (1) Planning Commission member, and one (1) alternate.

The terms of office of commission members who are also members of governing bodies shall be coincident with their elected terms of office. The terms of office of commission members who are also members of the local planning commission shall be coincident with their appointed terms of office as members of such planning commissions. The terms of alternate members shall be coincident with the elected terms of office of their designated member of the governing body.

RRPDC is a regional planning agency with major emphasis in the areas of transportation, water resources and solid waste planning, local technical assistance and information services including demographic, economic and geographic information systems. The Planning District is comprised of elected officials and citizens who address mutual problems and find solutions for the local governments which benefit from intergovernmental cooperation.

Staff: N/A Approve ___ Disapprove ___ See Comments

Planning
Commission/Board: N/A Approve ___ Disapprove ___ See Comments

County Administrator: N/A Approve ___ Disapprove ___ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Richmond Regional Planning District Commission Board - Date Formed 8/14/69

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
David Williams 2301 Flint Hill Road Powhatan, VA 23139 598-5187 <i>Board of Supervisors</i>	Board of Supervisors	January 9, 2012	4 years	January 9, 2012	December 31, 2015
Carson Tucker 3845 Old River Trl. Powhatan, VA 23139 598-2213 <i>Board of Supervisors</i>	Board of Supervisors	January 9, 2012	4 years	January 9, 2012	December 31, 2015
Karin Carmack 4111 Old River Trail Powhatan, VA 23139 804-598-0632 <i>Planning Commissioner</i>	Board of Supervisors	February 23, 2012 <small>2000-2004 Richard Ayers</small>	4 years	March 8, 2010 <small>(On 5/26/13, the BOS appointed Karin Carmack to fill out Richard Ayers term)</small>	December 31, 2015
Bill Melton 4855 Old Buckingham Road Powhatan, VA 23139 598-6252 <i>Alternate</i>	Board of Supervisors	January 9, 2012	4 years	January 19, 2012	December 31, 2015

Composition:

RRPDC By-laws - The commission is composed of three (3) representatives who are appointed by the Board of Supervisors – two (2) elected officials (Board members), one (1) Planning Commission member and one (1) alternate.

Term:

The terms of office of commission members who are also members of governing bodies shall be coincident with their elected terms of office. The terms of office of commission members who are also members of the local planning commission shall be coincident with their appointed terms of office as members of such planning commissions. The terms of alternate members shall be coincident with the elected terms of office of their designated member of the governing body.

Sworn In:

No oath of office required.

Mission:

The Richmond Regional Planning District Commission (RRPDC) is a regional planning agency with major emphasis in the areas of transportation, water resources and solid waste planning, local technical assistance and information services including demographic, economic and geographic information systems. The Planning District, which was formed by local governments in 1968 under the Authority of the Virginia Area Development Act – revised and retitled the Regional Cooperation Act in 1995 – is comprised of elected officials and citizens who address mutual problems and find solutions for the local governments which benefit from intergovernmental cooperation.

RRPDC's Major Objectives

1. Identify issues and opportunities of an inter-jurisdictional nature.
2. Establish plans and policies for addressing those regional issues.
3. Identify ways and means for state and local governments and the private sector to implement programs.
4. Help promote cooperation among state and local governments in issue resolution.
5. Provide technical assistance and information services to its member jurisdictions.

Representatives appointed by the nine local governments that serve on the Commission meet monthly to discuss and approve intergovernmental plans. Between the monthly meetings, a professional support staff prepares technical data and reports which the Commission uses to make informed decisions.

Committees comprised of elected and appointed officials, business representatives, citizens and professional technical staff also meet to discuss regional goals and prepare recommendations for the Planning District Commission and the Richmond Area Metropolitan Planning Organization. The PDC provides computerized mapping and information services to its members and assists in the development of grant applications. It provides demographic, geographic, economic and other information to the public. The Commission also hosts special regional and statewide conferences on a variety of topics important to local development.

Where/When Meet:

The Board meets on the second Thursday of each month at 9:00 a.m. in the large conference room at the Richmond Regional Planning District Commission Office, 9211 Forest Hill Avenue, Suite 200, Richmond, VA.

Notification Requirements:

Meetings are organized and managed by the Richmond Regional Planning District Commission (www.richmondregional.org).

Compensation:

Members are paid \$40 per meeting if they attend.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Regional Planning District Commission Capital Region Collaborative (CRC)

Motion: Move to appoint _____ to the CRC.

Dates Previously
Considered by Board: n/a

Summary of Item: CRC members should be the county administrator or the administrator's designee and one (1) elected official who is also a member of the RRPDC Board. The County's voting alternate member is also eligible.

The CRC is a cooperative effort between the Richmond Regional Planning District Commission and the Greater Richmond Chamber of Commerce to engage government, business, and RRPDC community stakeholders in a process of identifying, prioritizing, and implementing actions that will enhance the quality of life in the Greater Richmond Region.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Richmond Regional Planning District Commission (RRPDC)
Capital Region Collaborative (CRC)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Patricia A. Weiler County Administrator 3834 Old Buckingham Rd Powhatan VA 23139 (804) 598-5612 pweiler@powhatanva.gov	Board of Supervisors		2 year		12/31/2015
William E. Melton District 4 Supervisor 3834 Old Buckingham Rd Powhatan VA 23139 (804) 598-6252 District4@powhatanva.gov	Board of Supervisors		2 year		12/31/2015 (coincides with elected term of office)

Composition:

CRC members should be the county administrator or the administrator’s designee and one (1) elected official who is also a member of the RRPDC Board. The County’s voting alternate member is also eligible.

Term:

Terms are for two (2) years, with no term limit.

Sworn In:

No oath of office is required.

Richmond Regional Planning District Commission (RRPDC)
Capital Region Collaborative (CRC)

Mission:

The CRC is a cooperative effort between the Richmond Regional Planning District Commission and the Greater Richmond Chamber of Commerce to engage government, business, and RRPDC community stakeholders in a process of identifying, prioritizing, and implementing actions that will enhance the quality of life in the Greater Richmond Region.

Where/When Meet:

The CRC meets on the first Friday of each month, 8:00 – 9:30 a.m., downtown at the Richmond Times-Dispatch office.

Notification Requirements:

Meetings are organized and managed by the RRPDC (<http://www.richmondregional.org/default.htm>).

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Richmond Regional Planning District Commission Small Jurisdictions Committee (SJC)

Motion: Move to appoint _____ to the SJC.

Dates Previously
Considered by Board: n/a

Summary of Item: SJC members should be the county administrator or the administrator's designee and one (1) elected official who is also a member of the RRPDC Board. The County's voting alternate member is also eligible.

The SJC is an ad-hoc committee of the RRPDC that was formed about 7 years ago. The SJC is comprised of members from: Town of Ashland; Charles City County; Goochland County; Powhatan County; New Kent County).

The primary function of this committee is to discuss planning concerns that relate to the smaller jurisdictions and then to make recommendations on issues to the RRPDC Executive Committee. The SJC meets quarterly and will meet with the Large Jurisdictions Committee when an issue arises that merits a joint meeting.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Richmond Regional Planning District Commission (RRPDC)
Small Jurisdictions Committee (SJC)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Patricia A. Weiler County Administrator 3834 Old Buckingham Rd Powhatan VA 23139 (804) 598-5612 pweiler@powhatanva.gov	Board of Supervisors		2 years		12/31/2015
David T. Williams District 1 Supervisor 3834 Old Buckingham Rd Powhatan VA 23139 (804) 598-5187 District1@powhatanva.gov	Board of Supervisors		2 years		12/31/2015 (coincides with elected term of office)

Composition:

SJC members should be the county administrator or the administrator’s designee and one (1) elected official who is also a member of the RRPDC Board. The County’s voting alternate member is also eligible.

Term:

Terms are for two (2) years, with no term limit.

Sworn In:

No oath of office is required.

Richmond Regional Planning District Commission (RRPDC)
Small Jurisdictions Committee (SJC)

Mission:

The SJC is an ad-hoc committee of the RRPDC. The SJC is comprised of members from: Town of Ashland; Charles City County; Goochland County; Powhatan County; New Kent County.

The primary function of this committee is to discuss planning concerns that relate to the smaller jurisdictions and then to make recommendations on issues to the RRPDC Executive Committee.

Where/When Meet:

The SJC meets quarterly and will meet with the Large Jurisdictions Committee when an issue arises that merits a joint meeting.

Notification Requirements:

Meetings are organized and managed by the RRPDC (<http://www.richmondregional.org/default.htm>).

Compensation:

None.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Social Services Board (SSB)

Motion: Move to appoint [member of Board of Supervisors] to the SSB for a four year term commencing January 1, 2016 and expiring December 31, 2019.

Dates Previously
Considered by Board: n/a

Summary of Item: No appointments to the SSB are necessary at this time. However, ***the Board of Supervisors may appoint a member of the Board of Supervisors to be one member of the Administrative Board.*** (Reference Code of Virginia 63.2-300, 63.2-302 & 63.2-324).

Terms are four years and a member may serve no more than two consecutive terms. If appointed to fill someone's vacancy mid-term, a member can still be eligible to serve two complete terms after that initial term. All members must take an oath of office, given by the Clerk of the Circuit Court, to qualify.

The SSB provides solution-focused competency-based Social Services that promote enhanced quality-of-life through: Benefit programs to support adequate and appropriate food, clothing, shelter and health care; Protective and preventive services to reduce harm and exploitation of children and vulnerable adults; Client and family services to enhance independence, responsibility and self-determination. We do this by creating a balanced, affirming, respectful and challenging professional environment for the delivery of these services.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Social Services Board

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Mary Ellen Freer (Chair) 3744 Archie's Way Powhatan, VA 23139 804-740-4107 maryellenfreer@verizon.net	Board of Supervisors District 1	July 1, 2013	4 years	July 1, 2013	July 31, 2017
Bobby W. Fulcher 2650 Gullane Road Powhatan, VA 23139 598-5816 bfulcher@acertationsplusinc.com	Board of Supervisors District 3	March 2, 2015 (to fulfill unexpired term)	4 years	March 2, 2015	June 30, 2018
Gale Lipscomb 2745 Three Bridge Road Powhatan, VA 23139 598-9860	Board of Supervisors District 3	June 16, 2014	4 years	June 14, 2010	June 30, 2018
Brad Burdette 6373 Haleford Drive Powhatan, VA 23139	Board of Supervisors District 5	July 21, 2014	4 years	July 21, 2014	July 31, 2018
Gay Bartlett 4298 Pierce Road Powhatan, VA 23139 598-2504	Board of Supervisors District 4	June 16, 2014	4 years	June 16, 2014 (2/3/14 interim appointment replacing Ms. Sandra Kemp)	June 30, 2018
Carson Tucker 3845 Old River Trl Powhatan, VA 23139 598-2213	Board of Supervisors Supervisor, District 5	February 6, 2012	4 years	February 19, 2008	Coincides with term of elected office
Ernestine Taylor 2597 Academy Road Powhatan, VA 23139 ernestinetaylor265@yahoo.com 804-517-5680	Board of Supervisors District 3	August 3, 2015	4 years	June 13, 2011	July 31, 2019

Social Services Board

Karen Ylimaki 1179 Bradbury Road Moseley, VA 23120 karen.ylimaki1@gmail.com 804-318-6485	Board of Supervisors District 2	July 13, 2015	4 years	July 13, 2015	July 31, 2019
Henry R. (Buz) Bireline 2356 Branchway Creek Drive Powhatan, VA 23139 buzbireline@gmail.com 804-564-2373	Board of Supervisors District 3	July 13, 2015	4 years	July 13, 2015	July 31, 2019

Composition:

The Social Services Board is composed of three or more members. The Board of Supervisors may appoint a member of the Board of Supervisors to be one member of the Administrative Board. (Reference Code of Virginia [63.2-300](#), [63.2-302](#) & [63.2-324](#))

Term:

Terms are four years and a member may serve no more than two consecutive terms. If appointed to fill someone's vacancy mid-term, a member can still be eligible to serve two complete terms after that initial term.

Sworn In:

All members must take an oath of office, given by the Clerk of the Circuit Court, to qualify.

Mission:

We provide solution-focused competency-based Social Services that promote enhanced quality-of-life through: Benefit programs to support adequate and appropriate food, clothing, shelter and health care; Protective and preventive services to reduce harm and exploitation of children and vulnerable adults; Client and family services to enhance independence, responsibility and self-determination. We do this by creating a balanced, affirming, respectful and challenging professional environment for the delivery of these services.

When/Where Meet:

The Social Services Board meets the fourth Tuesday of every month at 9:00 a.m.

Notification Requirements:

Notification is handled by the Director of Social Services.

Compensation:

Members are paid \$50 per meeting if in attendance.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Virginia Coalition of High Growth Communities (VCHGC)

Motion: Move to appoint _____ to the VCHGC.

Dates Previously
Considered by Board: n/a

Summary of Item: Membership is on a voluntary basis. Voting members are elected officials from each member locality.

The Virginia Coalition of High Growth Communities (CHGC) is an association of local elected officials representing the fastest growing counties, cities and towns in Virginia. The Coalition advocates for state policy and legislation that maintains and strengthens local authority to manage development and its impacts in a sustainable and fiscally responsive manner, to preserve environmental and cultural resources, and promote the public interests of our citizens.

Staff: N/A Approve _____ Disapprove _____ See Comments

Planning
Commission/Board: N/A Approve _____ Disapprove _____ See Comments

County Administrator: N/A Approve _____ Disapprove _____ See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Matrix

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.

Virginia Coalition of High Growth Communities (CHGC)

Appointee	Appointed By	When Appointed	Term	First Appointment Date	Expiration Date
Carson Tucker 3845 Old River Trail Powhatan, VA 23139 598-2213	Board of Supervisors	March 5, 2012	Unlimited	March 5, 2012	N/A

Composition:

The Virginia Coalition of High Growth Communities (CHGC) is an association of local elected officials representing the fastest growing counties, cities and towns in Virginia. The Coalition advocates for state policy and legislation that maintains and strengthens local authority to manage development and its impacts in a sustainable and fiscally responsive manner, to preserve environmental and cultural resources, and promote the public interests of our citizens.

Term:

Membership is on a voluntary basis. Voting members are elected officials from each member locality.

Sworn In:

There is no swearing-in process.

Mission:

The impacts of such rapid growth on local government service delivery are the galvanizing factor behind the Coalition's three priorities: 1) Virginia should have a strategy for planned, intelligent, and sustainable growth, which protects environmental and historic resources; 2) Support legislation to strengthen local government authority to effectively manage the pace of growth in a

fiscally responsible manner (e.g. adequate public facilities review and impact fee authorities); and 3) Avoid further diminution of local land use and development regulatory authority.

Where/When Meet:

Coalition meetings are held three times a year: (1) after VML/VACo meeting in Richmond during the General Assembly Session; (2) summer at various locations; (3) at the VACo meeting at the Homestead in November. The Coalition Executive Committee, comprised of the Chairman and Vice Chairman, and several additional Coalition Members, meets frequently by teleconference.

Notification Requirements:

During the General Assembly Sessions the Coalition lobbyists advocate CHGC issues and the administrators keep members informed via email several times each week. During non-session months the Coalition is actively working on all issues in keeping with Coalition priorities, and members are kept informed at least once a week.

Roger Wiley and Jeff Gore of Hefty and Wiley, P.C., provide Government Relations Services. Administrative Services are provided by David Bailey Associates, 1001 E. Broad Street, Suite 215, Richmond, VA 23219, (804) 643-5554.

Compensation:

None

Dues:

Dues are paid on a schedule based on the population of the locality, with minimum and maximum annual amounts per locality.



Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 4, 2016

Agenda Item Title: Virginia's Urban Crescent Letter to Governor McAuliffe and the 2016 Virginia General Assembly

Motion: Move to authorize the Chairman of the Powhatan County Board of Supervisors to sign the attached Virginia Urban Crescent Letter dated January 6, 2016

Dates Previously Considered by Board: n/a

Summary of Item: On December 11, 2015, more than 150 government, school division, and business representatives from Virginia's Urban Crescent met to discuss concerns regarding the Commonwealth's share of funding for public education. March Altman, Deputy County Administrator, Dr. Eric Jones, PCPS Superintendent and Mr. James Kunka, PCPS School Board Chairman attended.

The proposed letter states that local governments cannot realistically sustain the extraordinary funding demands of the past several years without continued dramatic impacts on other essential local government services. Urban Crescent member jurisdictions are invited to sign the attached letter calling upon the 2016 Virginia General Assembly and Governor to meaningfully increase the Commonwealth's proportional and required share of funding for a high quality public education system.

Staff: N/A Approve Disapprove See Comments

Planning Commission/Board: N/A Approve Disapprove See Comments

PAW

County Administrator: Approve Disapprove See Comments

Comments: None

Budget/Fiscal Impact: None

Attachments: Virginia's Urban Crescent letter dated January 6, 2016

Staff/Contact: Patricia A. Weiler, County Administrator, (804) 598-5612, pweiler@powhatanva.gov

If Board members have questions, please call the staff / contact prior to the meeting.



Virginia's Urban Crescent

MEMBER JURISDICTIONS

ALEXANDRIA
ARLINGTON
ASHLAND
BOWLING GREEN
CAROLINE
CHARLES CITY
CHESAPEAKE
CHESTERFIELD
COLONIAL HEIGHTS
DINWIDDIE
DUMFRIES
EMPORIA
FAIRFAX CITY
FAIRFAX COUNTY
FALLS CHURCH
FRANKLIN
FREDERICKSBURG
GLOUCESTER
GOOCHLAND
GREENSVILLE
HAMPTON
HANOVER
HENRICO
HERNDON
HOPEWELL
ISLE OF WIGHT
JAMES CITY
KING GEORGE
LEESBURG
LOUDOUN
MANASSAS
MANASSAS PARK
NEW KENT
NEWPORT NEWS
NORFOLK
PETERSBURG
POQUOSON
PORTSMOUTH
PORT ROYAL
POWHATAN
PRINCE GEORGE
PRINCE WILLIAM
PURCELLVILLE
RICHMOND
SMITHFIELD
SOUTHAMPTON
SPOTSYLVANIA
STAFFORD
SUFFOLK
SURRY
SUSSEX
VIENNA
VIRGINIA BEACH
WILLIAMSBURG
WINDSOR
YORK

January 6, 2016

The Honorable Terence R. McAuliffe, Governor
The Honorable Members of the 2016 Virginia General Assembly

Dear Governor McAuliffe and Members of the 2016 Virginia General Assembly:

On December 11, 2015, more than 150 government, school division, and business representatives from Virginia's Urban Crescent met to discuss the following concerns regarding the Commonwealth's share of funding for public education:

1. Since FY 09, the Commonwealth has reduced its share of funding for public education by more than \$1 billion.
2. State funding on a per pupil inflation adjusted basis has decreased from \$4,275 per pupil in FY 09 to \$3,655 per pupil in FY 15.
3. Virginia local governments are contributing double the amount required under current statute for public education, even as property values have significantly declined.
4. In comparison with other states, Virginia is in the top ten in both per capita and median household income, but in the bottom ten for public education funding.

Although the Urban Crescent comprises only 24 percent of the land area in Virginia, it is home to over 70 percent of the Commonwealth's school-aged children. The Urban Crescent's governments, school divisions and business community understand the importance of an excellent public education system as Virginia competes in a global economy. Our Commonwealth needs funding to support the current and future costs of a quality education system. However, local governments cannot realistically sustain the extraordinary funding demands of the past several years without continued dramatic impacts on other essential local government services.

The local governments, school divisions and business partners of the Virginia Urban Crescent call upon the 2016 Virginia General Assembly and Governor to meaningfully increase the Commonwealth's proportional and required share of funding for a high quality public education system.

Sincerely,

The Mayors and Chairs of Virginia's Urban Crescent
The School Divisions in Virginia's Urban Crescent
The CEOs of Virginia's Urban Crescent Chambers of Commerce

SIGNATURES START HERE

DRAFT

From: Pat Weiler
To: [Angela Cabell](#); "[District 1](#)"; "[District 2](#)"; "[District 3](#)"; "[District 4](#)"; "[District 5](#)"
Cc: [Dr. Eric L. Jones](#); [James Kunka \(James.kunka@powhatan.k12.va.us\)](#); [March Altman](#); [Thomas E. Lacheney](#); [Kalli Jackson](#); [Brigid Paciello](#)
Subject: FW: Urban Crescent Letter Re: Public Education Funding
Date: Tuesday, December 15, 2015 1:15:32 PM
Attachments: [image003.png](#)
[121115 Letter - Draft.pdf](#)

Board,

Dr. Jones, Jim Kunka and March Altman attended the meeting on December 11.

At your meeting on January 4, we will ask you to vote as to whether or not to have the Chairman sign this letter on the Board's behalf?

Thanks

Pat

From: Robert A. Crum, Jr. [<mailto:rcrum@hrpdcva.gov>]
Sent: Tuesday, December 15, 2015 12:36 PM
To:
Subject: Urban Crescent Letter Re: Public Education Funding

As discussed at our December 11, 2015 meeting, attached is the letter to the Governor and General Assembly from the Urban Crescent Mayors & Chairs, School Divisions and Chamber CEOs requesting that the State increase its share of funding for a high quality public education system. This letter incorporates the comments expressed at Friday's meeting and has been endorsed by the Urban Crescent meeting co-chairs. Our goal is to have as many local governments, school divisions and business organizations as possible sign this letter and to transmit this correspondence the first week in January.

Please review and let me know of your willingness to sign the letter. If agreeable to signing, please email your electronic signature to Kelli Arledge at karledge@hrpdcva.gov by January 6, 2016, so that it may added to the letter. Please note that Ms. Arledge will maintain your signatures in a secure file, and it will not be used without your express permission.

I want to thank everyone for making the December 11th meeting in Fredericksburg a success. The signatures on this letter will convey a strong message to the Governor and General Assembly of the importance of increasing state funding for Virginia to have a high quality public education system.

Thank you,
Bob



Robert A. Crum, Jr.

Executive Director

[Hampton Roads Planning District Commission](#)

723 Woodlake Drive

Chesapeake, VA 23320

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rcrum@hrpdcva.gov | www.hrpdcva.gov

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