



**BOARD OF SUPERVISORS
WORK SESSION
Tuesday, July 20, 2021 – 4:30 PM**

**Elections and Training Center
18 Depot Street,
Chatham, Virginia 24531**

AGENDA

- 1. CALL TO ORDER (4:30 PM)**
- 2. ROLL CALL**
- 3. AGENDA ITEMS TO BE ADDED**
- 4. APPROVAL OF AGENDA**

For the citizens' convenience, all Work Session and Committee Meetings are now being recorded and can be viewed on the same YouTube location as the Board of Supervisor's Business Meetings. Please remember that the Board's Work Session is designed for internal Board and County Staff communication, discussion, and work. It is not a question and answer session with the audience. Accordingly, during the Work Session, no questions or comments from the audience will be entertained. Respectfully, any outbursts or disorderly conduct from the audience will not be tolerated and may result in the offending person's removal from the Work Session. As a reminder, all County citizens, and other appropriate parties as designated by the Board's Bylaws, are permitted to make comments under the Hearing of the Citizens' Section of tonight's Business Meeting.

- 5. PRESENTATIONS**
 - a. David F. Arnold (Assistant County Administrator) Introduction/Welcome (Staff Contact: David M. Smitherman); (5 minutes)
 - b. Yates Tavern Improvements Discussion (Staff Contact: Chris Adcock; Historical Society); (15 minutes)
 - c. County Water and Sewer Draft Extension Policy Update (Staff Contact: Chris Adcock); (30 minutes)
- 6. STAFF, COMMITTEE, AND/OR CONSTITUTIONAL OFFICER REPORTS**

- a. Redistricting Update (Staff Contact: David F. Arnold); (10 minutes)
- b. Finance Committee Recommendations (Staff Contact: Kimberly Van Der Hyde); (5 minutes)

7. BUSINESS MEETING DISCUSSION ITEMS

8. CLOSED SESSION

- a. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

(1) Legal Authority: Virginia Code § 2.2-3711(A)(8)

Subject Matter: Harlow Fastech, LLC Local Performance Agreement

Purpose: Legal Consultation/Advice Regarding the Same

- b. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

(1) Legal Authority: Virginia Code § 2.2-3711(A)(1)

Subject Matter: Public Officer

Purpose: Discussion of Performance

9. RETURN TO OPEN SESSION & CLOSED SESSION CERTIFICATION

- a. Closed Session Certification

10. ADJOURNMENT



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	David F. Arnold (Assistant County Administrator) Introduction/Welcome (Staff Contact: David M. Smitherman); (5 minutes)		
Staff Contact(s):	David M. Smitherman		
Agenda Date:	July 20, 2021	Item Number:	5.a
Attachment(s):			
Reviewed By:	DH		

David M. Smitherman, County Administrator, will introduce to the Board David F. "Dave" Arnold, the County's new Assistant County Administrator.



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	Yates Tavern Improvements Discussion (Staff Contact: Chris Adcock; Historical Society); (15 minutes)		
Staff Contact(s):	Chris Adcock		
Agenda Date:	July 20, 2021	Item Number:	5.b
Attachment(s):	Yates Tavern		
Reviewed By:			

Chris Adcock, Public Works Director, will brief the Board on the Pittsylvania County Historical Society's ('PCHS') requested Yates Tavern improvements. Representatives from the PCHS may be in attendance to answer any questions. For the Board's review and consideration, related documentation is attached.

Yates Tavern

Scheduled Events:	July 19	Historical Society Picnic 5:30
	Oct 2	Living History Event Friday, Sat. Sun.

NEEDS:

Water & Electricity—can hook on to Town of Gretna waterline for water.

Will need trenching and waterline. Several outside faucets needed for landscape and events. Moons will take care of grading to get across recently cleared land to tavern. Electrical hookup needed for cleaning and maintenance, events, and possible future outside lighting. Need outlets in inconspicuous places outside and inside, including basement. Investigate possibility of hookup with Dominion or Mecklenburg. (Ask about community relations price for their PR (i.e. FREE); Both Dominion & Mecklenburg are close.

Landscaping:

Grapevine—Need posts for rails planted to use for grapevine, Joe Williams, Homeplace Vineyard, available for advice.

Outline herb gardens with boards (turned on edge) to make bed about 8'x8' on each side of steps

Need help with initial heavy mulch—DAR will take care of most weeding to maintain.

Possibility of making slope near fence entrance less steep, and area near pollinator flowers a little wider for weeding and maintenance. ->some extra dirt ?

Turn into tavern from the north is a little steep--? How to fix?

Stump in corner near fence -possibility of removal

Continued cleanup of county land near cemetery to allow future development of a trail to creek.

Move Building

Attachment: Yates Tavern (2635 : Yates Tavern Improvements Discussion (Staff Contact: Chris Adcock; Historical Society)); (15)

HEADQUARTERS

P. O. Box 2451
Chase City, VA 23924
Phone: 434-372-6100/Fax: 434-372-6101

CHASE CITY DISTRICT

P. O. Box 2451
Chase City, VA 23924
Phone: 434-372-6200/Fax: 434-372-6201



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EMPORIA DISTRICT

P. O. Box 427
Emporia, VA 23847
Phone: 434-634-6168/Fax: 434-348-7100

GRETNA DISTRICT

P. O. Box 617
Gretna, VA 24557
Phone: 434-656-1288/Fax: 434-656-9200

Construction Estimate

Date:	<u>4/7/2020</u>
Customer Name:	<u>Pittsylvania County Board of Supervisors</u>
Work to be included in project:	<u>PRIMARY LINE EXTENSION FOR YEATS TRAVEN</u>
Construction Cost:	<u>\$3,166.42</u>
Retirement Cost:	
Material Cost:	<u>\$1,696.97</u>
Miscellaneous Cost:	
Sub Total:	<u>\$4,863.39</u>
Less Salvage:	
Less System Investment:	
Total Allowance:	<u>\$4,863.39</u>
<u>Total Project Cost:</u>	<u><u>\$4,863.39</u></u>

Please understand that the above is an estimate prepared using information available to us as construction material and conditions exist now, and to the best of our knowledge is correct. This estimate is valid for ninety (90) calendar days; should this estimate expire, a new estimate must be prepared. Upon completion of the work order, the Cooperative will present a final bill showing the actual cost of construction.

If you have questions, please call me at 434-372-6159.

Submitted By: JARED HATCHER 434-738-3011
(MEC Representative)

Accepted By: _____
(Customer Signature)

Rev. 9/2013

Attachment: Yates Tavern (2635 : Yates Tavern Improvements Discussion (Staff Contact: Chris Adcock; Historical Society); (15)



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	County Water and Sewer Draft Extension Policy Update (Staff Contact: Chris Adcock); (30 minutes)		
Staff Contact(s):	Chris Adcock		
Agenda Date:	July 20, 2021	Item Number:	5.c
Attachment(s):	Draft Extension Policy		
Reviewed By:	<i>VA</i>		

Representatives from Freese & Nichols, the County's water and sewer long range planning consultants, will present the Board an update on the County's draft Water and Sewer Extension Policy. For the Board's review and consideration, related documentation is attached.

DRAFT Pittsylvania County Utility Extension Policy

The following policy is intended to replace Section 2.01- Policy, of the existing *PCSA Rules and Regulations Document*.

DRAFT Pittsylvania County Utility Extension Policy

A. Existing Development- Water Extension Only

1. Purpose: In past years, some developments were created in Pittsylvania County that had no access to public water. After the creation of these developments, the County or its predecessors extended public water to an area near some of these developments so that it has become practical to construct water lines such that service can be provided to these developments. This policy establishes the criteria and conditions by which waterline extensions may occur and provides a methodology by which the cost for such extensions may be paid. This policy shall apply primarily to existing residential developments that did not have access to public water at the time of their initial creation; with County approval, this policy can also be used for non-residential or mixed-use areas where water extensions are needed.

2. To initiate a request for water line extension to an existing development under the provisions of this policy, a completed application must be submitted and received by the County during the application window specified below. The County will accept applications annually from September 1 through December 31 for consideration the following year.
Water Line Extension Application Window: September 1- December 31.

3. Definitions:
 - a. Project Cost: Cost estimate for the waterline extension including the construction cost and total related costs such as Administrative, Engineering, survey, legal, easements acquisition, etc.
 - b. Project Fee: Each property owner's share of the "Project Cost." The project fee must be collected from at least 51% of eligible lots before a project may move forward.
 - c. Eligible Lots: All properties between the County's existing public water line and the last lot to be served. (Skipping lots is not allowed).

4. Interested parties shall designate a representative to contact the County about their potential waterline extension; the County's Engineering Department ("Engineering") will then provide the representative with a copy of this policy, as well as a blank petition form. The representative must then provide this information to the property owners in their development and must obtain sufficient signatures on the petition (See *Paragraph 5.a*). Property owners that sign the petition are thereby agreeing to pay the "Project Fee," as established in the County's current Rates Policy and at such a time as so requested by the County, for each of the lots they own. The "Project Fee" represents each property owner's share of the costs to design and construct the waterline extension project. The completed petition bearing the original signatures must be returned to Engineering as part of the Application.

DRAFT Pittsylvania County Utility Extension Policy

5. The Application consists of the following items, which must be completed, compiled, and submitted as a package prior to the established application deadline:
 - a. Original Signed Petition (from at least 51% of eligible lots/parcels by ownership)
Note- "Eligible parcels" shall be defined as all properties between the County's existing public water line and the last lot to be served. (Skipping lots is not allowed).
 - b. Project Description
 - c. Parcel map showing all "eligible parcels," and indicating those who have signed the petition. Note- parcel mapping information is available online through the County's GIS site. Maps showing the relevant area may be printed from the GIS site.
 - d. Any other pertinent supporting information

6. After the deadline for applications has passed, Engineering will begin a review and evaluation process for each application. The review process will consist of the following:
 - a. Verify that a complete application was submitted.
 - b. Verify that the appropriate number of petition signatures were obtained for the defined project area.

Applications successfully meeting the review requirements above will move into the evaluation phase which consists of the following:

- a. Engineering will prepare a preliminary cost estimate for the project that will include the construction cost and total related costs such as Administrative, Engineering, survey, legal, easements acquisition, etc. ("Project Costs").
- b. Proposed projects will be evaluated and assigned a priority rating based on a rubric of the following criteria:
 - a. Return on Investment
 - b. Failed/Contaminated Private Wells
 - c. Available Hydraulic Capacity
 - d. Future Service Area Potential
 - e. Benefit to Existing System
- c. Engineering will review the information and evaluate if the County has the necessary resources (including, but not limited to, financial, personnel, and Administrative resources) to support one or more of the potential projects. If sufficient funding is not available, then the additional funding would need to be subsidized by the property owners, or by any other funding source secured by the property owners, before the project may move forward. At this point, Engineering will determine a final "Project Fee," for each considered project. Petitioners will be required to acknowledge in writing the final "Project Fee" and their continued interest to participate in the project. Engineering will then present a memorandum to the Board of Commissioners (Board) summarizing each potential project, its associated priority scoring, and a recommendation as to which project(s) should proceed. The recommendation will be presented to the Board at the next regularly scheduled Board meeting for approval. The Board may choose not to proceed with a project if it is deemed not in the best interest of the public (insufficient capacity, unreasonable capital investment required, etc.).

DRAFT Pittsylvania County Utility Extension Policy

7. If a project is approved by the Board to proceed, the Finance Department will establish a deadline for the payment of the "Project Fees" to be received, and the Finance Director will then mail out a letter to each of the property owners informing them of the deadline and soliciting their payments. As previously noted, "Project Fees" represent each property owner's share of the overall Project Costs and shall be determined by Engineering during the evaluation period.
8. Once the required number of "Project Fees" have been received and placed into an interest-bearing escrow account, Engineering will notify the property owners that the County will proceed to design and procure bids for the project. If the required amount of "Project Fees" has not been paid by the deadline, all of those fees already paid will be fully refunded and the project will be canceled. The interest earned on the account during this period will be retained by the County to defray the Administrative costs incurred. If a project does not proceed due to insufficient receipt of "Project Fees," the County reserves the right to consider other pending applications as alternates.
9. After designing and procuring the project, the project will be constructed if the lowest responsive, responsible bids are equal to or less than the preliminary cost estimate. If the lowest responsive, responsible bids are greater than the amount of the cost estimate, the Board will determine how they would like to proceed with the project. Additional fees may be sought from the property owners that have already paid, they may be sought from the property owners that have not contributed, or they may be allocated from the County's reserves. If the additional fees are not obtained and the project does not move forward, the County will refund all of the fees that have been paid, less a prorated share of any related costs that have been expended on the project to date. If the project moves forward, the County will administer the construction of the project. Once the construction and testing of the entire project is complete and the line is activated, connections will be allowed. For those that connect, the County and Virginia Department of Health (VDH) standards for preventing the interconnection of wells to the public system must be followed.
10. All eligible lots with failed/contaminated wells will be required to connect (regardless of whether they participated in the petition) to the public water system and pay the applicable fees.
11. Property owners who petition and connect during construction will pay the applicable project fee (tap fees will be waived). For property owners who do not sign the petition, but choose to connect while construction is still on-going, the project fee plus 50% of the current tap fee will be assessed. Property owners who choose to connect after construction has been completed and until such time that the waterline is fully depreciated, will be required to pay the current project fee and any other connection fees in effect at that time.
12. Minimum "Project Fees" are specified in the current rate policy. At a minimum, each lot will be required to pay the base (Tier 1) project fee. A final "Project Fee" will be determined by Engineering during the project evaluation phase.

B. New Development- Water/Sewer Extension

1. GENERAL

- a. All new structures, facilities, subdivisions, and developments with fifteen (15) or greater equivalent residential connections (ERCs) shall be required to connect to the County's public water or sewer system if they meet the following distance requirements for the number of applicable lots or ERCs. The distance shall be measured from the closest point of the property line to the edge of an easement or right-of-way including the County's existing public water system. As shown in **Table 1**, the County shall require up to 1,000 linear feet (LF) extension for 15-20 lots/ERCs, and each lot/ERU over 20 shall require an additional 50 LF extension. The maximum extension required is 7,500 LF.

Table 1: New Development- Required Connection Distances

Number of Lots or ERCs	Required Extension (linear feet)
15—20	1,000
25	1,250
30	1,500
35	1,750
40	2,000
45	2,250
50	2,500
60	3,000
70	3,500
80	4,000
90	4,500
100	5,000
125	6,250
150	7,500

- b. The minimum pipe diameter considered necessary to serve any customer shall be 6-inch for water and 8-inch for sewer.
- c. The County shall accept, review, and render decisions on applications for water and sewer service from developers of any new subdivision or development intended for residential, commercial, industrial, or any combination thereof, whose intention is to have the County operate such system by dedication. The County reserves the right to approve, revise, or request additional data or information on design, and accept or not accept any such systems or plans pertinent thereto, which in the opinion of the County is to the best interest of the County.
- d. The plans and specifications of any proposed water and sewerage system shall be in conformance with all County Rules, Regulations, and Construction Standards and subject to approval of the County and subsequent construction inspection by the County.

- e. The developer of any new subdivision or development whose water and sewer systems are intended for dedication to the County shall construct all sanitary sewers and laterals and domestic potable water distribution lines, service connections, and meters within his subdivision or development at his sole expense. Refer to *Item 2— Water and Sewer Line Extensions* of this policy for exceptions. Immediately upon completion and acceptance of the system, the sanitary sewer and water facilities shall become the property of Pittsylvania County.
- f. Where construction of a sewer or water line is deemed by the County to be either necessary, feasible, or advisable to connect the applicable systems of the subdivision or development to the suitable facilities of the County, the financial responsibility, location, and details of such construction shall be determined in conference by the developer and the County. Any and all agreements so established shall be acknowledged in writing by both the developer and the County. Each proposed item of construction shall be a separate matter for discussion and agreement.

2. WATER AND SEWER LINE EXTENSIONS

Extensions of existing lines shall be at the expense of the applicants or jointly of the applicants and the County.

- a. If the applicants design and perform the construction themselves, either with their personnel or by a contractor, the cost to the applicants shall be the actual construction cost plus any applicable fees and costs incurred by the County. These additional costs may include plan review, inspection, easement recordation and outside consultants and attorney's fees.
- b. If the County determines that an infrastructure upsize (larger pipe, larger capacity pump station, etc.) is beneficial, the County shall bear the additional construction cost needed to construct larger infrastructure than that required to serve the customers (for example, the cost difference between a 6-inch pipe versus a 10-inch pipe required by the County, 6-inch valve versus 10-inch valve).
- c. The County reserves the right to participate in the project costs if it is deemed in the best interest of the public.

3. APPLICATION

To initiate a request to connect to or extend water or sanitary sewer utilities to a *new* development, a completed application must be submitted to the County.

- a. The County shall accept, review, and render decisions on applications for water and/or sanitary sewer service to the area(s) described in the application from any person, group, firm, corporation, or association who are owners of or legally representing the owners of land or who are tenants of land within the County's Jurisdictional Area.
- b. The County reserves the right to approve, revise, request additional information, or to disapprove any such application.
- c. Applications shall be completed in two phases, as described below:

DRAFT Pittsylvania County Utility Extension Policy

- i. Phase 1: Submit completed New Development Application Form, including water demand and/or sewer flow requirements, maps, necessary measurements, and other information to clearly indicate the physical location of the service(s) applied for. The County will review the Phase 1 application materials to assess and verify that adequate water and/or sewer capacity is available to meet the needs of the request.
 - ii. Phase 2: After the County has verified that adequate system capacity is available, the following items must be submitted at a minimum for County review:
 1. Four (4) sets of detailed specifications and plans showing accurate plan and profile design drawings of the lines and location, design, and identification of all appurtenances and accessories. *Plans must be prepared and signed by a Professional Engineer registered in the Commonwealth of Virginia.*
 2. For projects requiring facilities other than pipes and appurtenances (such as water storage facilities or pump stations), the application must include four (4) sets of detailed plans and specifications on the design, equipment, materials, and construction of such facilities. *Plans and specifications must be prepared and signed by a Professional Engineer registered in the Commonwealth of Virginia.*
- d. The County will review application submittals for conformance to state and County requirements and standard engineering practice for the protection of public health and safety.
- i. If satisfactory, the County shall issue written approval for construction.
 - ii. If unsatisfactory, the County shall provide written comments noting revisions considered necessary for approval. The Applicant will be required to prepare a revised application and resubmit.
- e. All applicable fees must be paid to the County before Construction may begin.

APPENDIX ITEMS

Petition for Utility Extension

Dated: _____, 20____

Pittsylvania County
 1 Center Street
 P.O. Box 426
 Chatham, VA 24531

Attention: Engineering Department

In accordance with Pittsylvania County's Utility Extension Policy to existing developments, this petition is being prepared to notify the County of our interest in a water line extension in our subdivision and/or development.

We, the undersigned owners of real estate situated in the _____ subdivision and/or development respectfully petition the County to determine if it is feasible to extend the water lines to serve our properties.

We understand that by signing this Petition, each of the signed parties agrees to all the conditions and stipulations as set forth in the policy, including the commitment to pay the County the current "Project Fee" (as determined in the current rate schedule), should the County determine that the project is feasible to construct. After the "Project Fee" is requested of us by the County, and at such time as the necessary fifty-one (51%) of the funds have been deposited into the County's escrow account, it is our understanding that the County will proceed to design and procure the water line extension as detailed in the policy.

Included as part of this petition is a list of all the property owners in the subdivision or development that may be affected by this project, whether they are interested in the project or not; those owners who are not interested are indicated on the petition with a mark of "NO" in the signature space next to their name.

AGREEMENT OF INTENT**For a project taking place under the Existing Development Extension Policy**

This agreement of intent, dated for identification _____, 20____, by and between Pittsylvania County (the "County") and the owners of certain lot(s) in _____ subdivision/development, Pittsylvania County, Virginia (the "Development") identified by the street address and/or PIN next to their signature(s) at the end of this agreement (the "Owners"),

WITNESSETH

WHEREAS, the Owners have petitioned the County to construct a water line (the "Line") to provide public drinking water to lots within the Development; and

WHEREAS, the County, in accordance with its Existing Development Extension Policy (the "Policy"), is prepared to assist the Owners in the financing and construction of the Line; and

WHEREAS, the County has estimated the cost of the Line to be \$_____ (the "Estimate"); and

WHEREAS, the policy requires that at least fifty-one percent (51%) of the lot owners within a finite area (such as a subdivision or development) have formally petitioned the County in writing to extend a water line and agree to each contribute the "Project Fee" per lot owned; and

WHEREAS, the accumulation of at least fifty-one percent (51%) of the Project Fees (the "funds") will be placed in an escrow account prior to the County initiating the design of the Line.

WHEREAS, it is understood that by depositing the "Project Fee" the Owner is authorizing the County to use the deposited money in accordance with the terms of this agreement and that this deposit is representative of the "Project Fee" as described in the Policy.

NOW THEREFORE, the County and the Owners are entering into this Agreement setting out their respective duties and responsibilities to provide for the financing and construction of the Line: The Funds must be received by the County on or before _____, 20____ (the "Deposit Date"); and if not, such as have been received will be refunded to each respective Owner. If the Funds are deposited with the County by the Deposit Date, the County will proceed with diligence to design the Line and prepare final cost estimates of its construction. The County reserves the right, with issuance of notice to the Owners, to cease design on the Line at any time if in its professional judgement there exists a situation which will prevent a timely and/or cost effective completion of the construction of the Line.

The Owners and the County understand the County will only withdraw the Funds to pay for the costs related to the engineering design and construction of the pertinent line facilities, and/or to refund some or all of the Funds deposited therein. Interest earned on the Funds deposited shall be used by the County to administer the escrow account.

Notices hereunder are given when they are deposited in writing to the address of the County at 1 Center Street, P.O. Box 426, Chatham, VA 24531 and to the owner at the address appearing next to the Owner's name at the end of this agreement, with first class postage prepaid or in person at the County's office, at the address above.

DRAFT Pittsylvania County Utility Extension Policy

WITNESS the following signatures and seals:

PITTSYLVANIA COUNTY

1 Center Street
P.O. Box 426
Chatham, Virginia 24531

By: _____
Authorized Agent of the County

OWNER

By: _____
Signature

Printed Name

Mailing Address:

Attachment: Draft Extension Policy (2646 : County Water and Sewer Draft Extension Policy Update (Staff Contact: Chris Adcock); (30 minutes))

Existing Development Evaluation Rubric

Evaluation Parameter	Description	Weighting (%)	Priority Score (1-5)	
Return on Investment	Cost/Benefit Ratio over 20-year return period	20%	5	$C/B \leq 0.50$
			4	$0.5 < C/B \leq 0.75$
			3	$0.75 < C/B \leq 1.0$
			2	$1.0 < C/B \leq 1.5$
			1	$C/B > 1.5$
Failed/ Contaminated Private Wells	Failed/Contaminated Wells ¹	40%	5	>80% Petitioner's Lots
			4	40% to 80% Petitioner's Lots
			3	20% to 40% Petitioner's Lots
			2	10% to 20% Petitioner's Lots
			1	<10% Petitioner's Lots
Available Hydraulic Capacity	Can the County supply the project area without additional system improvements (storage, pumping, etc.)?	15%	5	Yes
			1	No
Future Service Area Potential	Potential to provide service to other viable areas.	10%	5	Potential service >100 ERC ²
			4	Potential service 50-100 ERC
			3	Potential service 15-50 ERC
			2	Potential service <15 ERC
			1	No expansion potential.
Benefit to Existing System	Looping, redundancy, etc.	15%	5	Major benefit to existing system.
			4	Moderate benefit to existing system.
			3	Minor benefit to existing system.
			2	Null- No foreseeable benefit to existing system.
			1	Negative benefit- may reduce level of service in existing areas

¹ Failed or contaminated wells must be documented by the Virginia Health Department.

² ERC stands for Equivalent Residential Connection. ERC represents a unit of measurement approximating the average water demand of an individually metered single-family residential dwelling unit or 400 gallons per day or as otherwise determined by the County.

Rate Summary**Table 2: Existing Development Extension Program Project Fee**

Lot Road Frontage	Project Fee Tier	Project Fee Cost*
0 ft \leq X \leq 100 ft	Tier 1	\$7,500
100 ft < X \leq 200 ft	Tier 2	\$11,250
> 200 ft	Tier 3	\$15,000

*Note: Project Fees presented herein represent minimum costs. Final project fees to be determined during the project evaluation.



Board of Supervisors
EXECUTIVE SUMMARY
INFORMATION ITEM

Agenda Title:	Redistricting Update (Staff Contact: David F. Arnold); (10 minutes)		
Staff Contact(s):	David F. Arnold		
Agenda Date:	July 20, 2021	Item Number:	6.a
Attachment(s):			
Reviewed By:			

David F. Arnold, Assistant County Administrator, will present the Board with a redistricting update. Related documentation may be distributed at the Work Session.



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	Finance Committee Recommendations (Staff Contact: Kimberly Van Der Hyde); (5 minutes)		
Staff Contact(s):	Kimberly G. Van Der Hyde		
Agenda Date:	July 20, 2021	Item Number:	6.b
Attachment(s):			
Reviewed By:			

Kimberly Van Der Hyde, Finance Director, will review with the Board the Finance Committee's recommendations.



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.		
Staff Contact(s):	J. Vaden Hunt, Esq.		
Agenda Date:	July 20, 2021	Item Number:	8.a
Attachment(s):			
Reviewed By:	<i>VH</i>		

- (1) Legal Authority: Virginia Code § 2.2-3711(A)(8)
 Subject Matter: Harlow Fastech, LLC Local Performance Agreement
 Purpose: Legal Consultation/Advice Regarding the Same



Board of Supervisors
EXECUTIVE SUMMARY

INFORMATION ITEM

Agenda Title:	Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.		
Staff Contact(s):	J. Vaden Hunt, Esq.		
Agenda Date:	July 20, 2021	Item Number:	8.b
Attachment(s):			
Reviewed By:	<i>VH</i>		

(1) Legal Authority: Virginia Code § 2.2-3711(A)(1)
 Subject Matter: Public Officer
 Purpose: Discussion of Performance



Board of Supervisors
EXECUTIVE SUMMARY
INFORMATION ITEM

Agenda Title:	Closed Session Certification		
Staff Contact(s):	J. Vaden Hunt, Esq.		
Agenda Date:	July 20, 2021	Item Number:	9.a
Attachment(s):			
Reviewed By:			

PITTSYLVANIA COUNTY BOARD OF SUPERVISORS
CLOSED MEETING CERTIFICATION

BE IT RESOLVED at the Pittsylvania County Board of Supervisors (“Board”) Meeting on July 20, 2021, the Board hereby certifies by a recorded vote that to the best of each Board Member’s knowledge only public business matters lawfully exempted from the Open Meeting requirements of the Virginia Freedom of Information Act (“Act”) and identified in the Motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. If any Board Member believes that there was a departure from the requirements of the Act, he shall so state prior to the vote indicating the substance of the departure. The Statement shall be recorded in the Board's Minutes.

	<u>Vote</u>
Joe B. Davis	Yes/No
Timothy W. Dudley	Yes/No
Ben L. Farmer	Yes/No
William V. (“Vic”) Ingram	Yes/No
Charles H. Miller, Jr.	Yes/No
Ronald S. Scarce	Yes/No
Robert (“Bob”) W. Warren	Yes/No