

**GLOUCESTER COUNTY
COUNTY ADMINISTRATOR'S
OCTOBER 2009 MONTHLY REPORT
Presented Wednesday, November 4, 2009
Prepared by Brenda G. Garton, County Administrator**

CALENDAR ITEMS

Upcoming events:

- Regular Board Meeting, Wed., Nov. 4, 7:00 pm.
- VACo Conference, Homestead, Sun., Nov. 8 – Tue., Nov. 10
- **County Veterans Day Holiday, Wednesday, Nov. 11.**
- Regular Board Meeting, Tue., Nov. 17, 7:00 pm.
- **County Thanksgiving Holiday, Wed., Nov. 25 (close at noon) – Fri., Nov. 27.**
- Regular Board Meeting, Tue., Dec. 1, 7:00 pm., with dinner meeting with legislators prior to the start of that meeting, at 5:30 pm in the Main Library.
- **County Christmas Holiday, Thu., Dec. 24 – Fri., Dec. 25.**
- **County New Year's Holiday, Fri., Jan. 1.**
- Regular Board Meeting and Organizational Meeting, Tue., Jan. 5, 2010, 7:00 pm

ALL EMPLOYEE MEETINGS

The County Administrator held four All Employee Meetings in late September and early October to discuss last year's budget, funds saved in last year's budget, the Governor's budget cuts, the state of the current budget, frozen positions, draft Temporary Work Force Reduction (TWFR) and Reduction in Force (RIF) Administrative Policies, flu prevention, flu shots, and various other issues.

ALTERNATIVE ONSITE SEWAGE SYSTEM (AOSS) EMERGENCY REGULATIONS

The County Administrator asked appropriate staff to meet and discuss the proposed Alternative Onsite Sewage System (AOSS) Emergency Regulations which have been proposed by the Virginia Department of Health. Although these regulations will probably not impact our ordinance until the final regulations are adopted, we compiled comments to express the County's concerns regarding some of the regulations, assuming that they will impact the final regulations eventually. The Director of Utilities led this effort, with input from the other members of the ASDS Committee: the Planning Director, the Director of Codes Compliance, the Public Works Director, the Health Department Environmental Health Supervisor, and the County Attorney. This ASDS Committee did a thorough job of reviewing these draft regulations and the County sent out a technical comment letter outlining our concerns.

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) STIMULUS FUNDS – ENERGY EFFICIENCY CONSERVATION BLOCK GRANTS

The EECBG (Energy Efficiency and Conservation Block Grant) application and guidelines for the American Recovery and Reinvestment Act (ARRA) funds have been released by The Virginia Division of Mines, Minerals, and Energy (VA DMME). Gloucester County's application must be routed through a Planning District Commission. Since we are linked to two PDCs, our Public Works Director examined the programs proposed at both PDCs for submission. After consideration of both programs, he has notified the Middle Peninsula Planning District Commission that we plan to participate in their regional application for the new program to be called "**Energy Efficiency & Conservation Weatherization Expansion Program (EECWEP)**". The project out of MPPDC will assist citizens with weatherization programs who would not qualify for existing low income programs. That is, it is an expansion of the existing program, which currently can only provide assistance if applicants meet income eligibility requirements. In addition,

Gloucester County Public Schools may attempt to submit an application for energy efficiency measures in the schools as a companion to a performance contract they are considering.

APPOINTMENTS/REAPPOINTMENTS TO BOARDS, COMMISSION, COUNCIL, AND COMMITTEES

In December, numerous advisory groups have members whose terms will expire on December 31, 2009. Community Education staff is working with staff liaisons to identify all advisory group members who desire reappointment in order to provide this information to the Board members in a timely fashion before the December 1, 2009 Board meeting.

BATTLE OF THE HOOK SITE ON THE NATIONAL HISTORIC REGISTER

Supervisor Altemus has spoken with her contact at the Department of the Interior and the folks who consider nominations for the National Historic Register. Interested citizens and Ms. Altemus are working on getting the Battle of the Hook site on the National Historic Register and to determine how Gloucester County needs to be involved to secure this registration.

BAY AGING COMMUNITY ACTION AGENCY

Bay Aging reports the following with regard to Bay Aging's Community Action Program (CAP):

- New hires have started with the CAP: two options counselors, one in Montross and one in Gloucester, and a community action planner in Urbanna.
- Emergency services intake began on September 22, 2009. As of last reporting, twenty-eight individuals and/or families from Gloucester, Essex, Westmoreland, Northumberland, Lancaster and Richmond counties have received assistance. The needs ranged from assistance with payment for rent, gas cards, electric bills, mortgage payments, food, and clothing.
- All the local Department of Social Services Directors received guidelines for the emergency assistance program, along with copies of the intake and referral forms.
- Presentations providing information about the CAP continue to be given to local nonprofit organizations, school boards, county and government agencies, and faith based organizations.
- Regarding the CAP's youth services component, the following areas are in the development process: employment services, mentoring, parenting skills, and staying informed about the local law enforcement gang awareness programs.
- The first Community Action Report was due on Friday, October 2, 2009 and completed by the CAP Team.
- The program is progressing nicely with much positive feedback from the communities being served.

BEAVERDAM RESERVOIR TESTING

A product development team from Northrop Grumman approached the Parks, Recreation, and Tourism Department requesting to use the Beaverdam Reservoir to conduct a test. They are trying to develop a method to generate electricity from ocean waves. They needed to test an elementary prototype of the design in a large body of water that did not have significant wave action. Staff met with the development engineers and, after hearing about their project, gave permission to test their current unit on our reservoir. In conjunction with the Utilities Department and the Parks, Recreation, and Tourism Department, they conducted Roll Energy Decrement Testing at the Beaverdam Reservoir in October. According to our Utilities Director, the object of the test was to refine and test the capabilities of a pilot scale electrical generating unit drawing power from wave action. At no time was the health of the reservoir placed in jeopardy and we are told the test was successfully completed. According to the Development Engineers, the unit tested in our reservoir will be used to develop a Pilot Scale unit to be tested off the coast of North Carolina. Hopefully, we will hear more about this in the future.

BEAVERDAM RESERVOIR -- UTILITIES DEPARTMENT LETTER TO ADJACENT PROPERTY OWNERS

The County's Utilities Director prepared a letter which has been sent to property owners adjacent to Beaverdam Reservoir under both his and the Director of Parks, Recreation, and Tourism's signature. The purpose of the letter is to point out that adjacent property owners have some stewardship responsibility for our water reservoir. The letter outlines responsibilities of adjacent landowners and also provides a mechanism for them to report activity to us that might not be appropriate, as activities along the water's edge could have a detrimental impact on this important water supply.

BEEHIVE NOTICES – WINTER EDITION

Notices went out this month for information for the upcoming Winter Beehive. Due to budget constraints and postage increases, the number of pages will be reduced and the notification included an explanation of limiting the number and length of community organization articles.

BEST YEARS CLUB

Parks, Recreation, and Tourism Department sponsors The Best Years Club to help local Senior Citizens be active and make new friends. This club has been very active. Members meet for monthly lunches at local restaurants and for day trips to places like historic sites, day cruises, musicals, plays, etc. They took a trip this month to Staunton. The department reports twenty-one registered and nine on a waiting list for an overnight trip in December. A trip scheduled to the Outer Banks has twenty-three registered, with seven on the wait list. A trip later this month to the Holocaust Museum is also full.

BOARD OF EQUALIZATION

The Community Education Department posted the Board of Equalization (BOE) on the Volunteer Board Bank and is publicizing that interested and qualified citizens complete an interest form by November 13, 2009 so that all interested citizens may be shared with the Board of Supervisors members for consideration at the December 1, 2009 Board Meeting. In addition, the Real Estate Assessment Department's website was updated to provide information on the BOE. The link to the Volunteer Board Bank info is given below:

www.gloucesterva.info/boardsandcommissionsdb/ and the link to the BOE info is:
www.gloucesterva.info/assessment/ .

BOARD OF EQUALIZATION CASES

The Commissioner of the Revenue has supplemented the Court Ordered Board of Equalization (BOE) cases, new construction, supplements for items not picked up in the past reassessment, etc., and they are being billed. In addition, the Commissioner of the Revenue staff is working on two audit projects -- one that has significant revenue for the past three years and a second involving sales tax. With all of these supplemental projects, a roll back assessment, and other issues, the Commissioner of the Revenue expects to bring in an additional \$175,000 at minimum that otherwise would not have been billed.

BOAT IN CEDAR BUSH CREEK

The Director of Parks, Recreation, and Tourism spoke with staff from the Virginia Marine Resources Commission (VMRC) about the boat in Cedar Bush Creek. VMRC has spent many hours on this already and cannot provide any additional resources. VMRC can determine that a boat does not meet the State code for removal, which is the case in this instance. They have been asked to see if it is leaking oil several times and it is not. It is not a hazard and they can't do anything about it. The County may have some other options to pursue.

BOTETOURT BUILDING BASEMENT

The Director of Public Works informed the Historical Committee this month that he selected a type of heater for the basement and provided a general description. Tourism money will be used to purchase the equipment, which will be installed soon by County staff.

BROADBAND ARRA GRANT APPLICATION

Because the state received more applications for the Broadband American Recovery and Reinvestment Act Grants than anticipated, the date previously given by them for notification of grant awards has been moved to early December.

BROADBAND AUTHORITY

Legal counsel has been hired by the Middle Peninsula Planning District Commission (MPPDC) to handle all the legal work regarding the formation of the Broadband Authority. The public hearing on formation of the authority has to be advertised 30 days in advance of the PH. We have advertised the ad for the public hearing for December 1. We will place the actual authority to advertise on the Consent Agenda for the November 4 meeting. Note that the permission to advertise the public hearing will actually be granted after we've already placed the ad due to the timing.

BUDGET AND CIP PROCESS

Finance Department and County Administration will solicit budget requests for the FY 10-11 budget soon, and the FY 10-11 budget and CIP process will begin early in 2010.

BUILDINGS AND GROUNDS PROJECTS

The Director of Public Works reports that the Buildings and Grounds staff have done the following projects of note:

- Several members of staff have painstakingly stripped and repainted the front porch of the Botetourt Building (Museum). The level of effort they put in well exceeds what we might be able to afford to pay a contractor to do.
- Buildings and Grounds Staff have retrofitted the parking lot lights behind Building Two so they now use compact fluorescent lights (CFLs). The capital cost was only \$200 for the seven lights and the electrical use should be cut in half. In itself this is great, but it also serves as a pilot program for the Main Street lights. (One of the Main Street lights has already been converted to CFL – can you tell which?)
- The water plant has been pushing some VERY high pressures over the last few years and it has reached its highest pressure recently. This has caused some issues with equipment and excessive water use. We are moving forward to install a pressure reducing valve at the jail/law enforcement building which should solve the issues we are having with mechanical problems. A huge benefit is that the manufacturer literature suggests that we will also see up to a 30% decrease in water usage. Our monthly water bill for the Jail exceeds \$2,000. If this is the case the valve will be paid for within a year. If we see positive results we may install one in Building Two as well which is our second highest water user.

BURN ORDINANCE

The issue of enforcement with regard to the County's burn ordinance has been raised by local Volunteer Fire and Rescue Departments. Staff will be meeting with representatives to discuss issues and consider if a modification of our local ordinance should be considered.

BUSINESS LICENSES DELINQUENCIES

The Commissioner of the Revenue reports that we are still experiencing delinquent business licenses at record numbers and have prepared summons for delivery by the Sheriff. Most of them should have been delivered by now with a return date of October 27. Previously we had mailed annual applications, reminder letters, phone calls, second reminder letters, etc. with no results, therefore Commissioner of the Revenue Summons was our last resort to obtain compliance. There were approximately one hundred sixty Summons sent. After this, we will statutorily assess those in non-compliance, but that is our last resort.

CABLE PROGRAM AND STUDENT INTERNS

As part of the original cable communications partnership plan between the County and the school system, four Gloucester High School students who are enrolled in the TV Production III Co-op class will begin working with the County cable staff to learn how to broadcast the Board and Planning Commission meetings. We anticipate some possible “glitches”, but feel it is worthwhile for the value of learning. The students began working during the October 20th board meeting.

CAPITAL IMPROVEMENTS PLAN PROJECT SUBMISSIONS

Our Finance Director has compiled most of the information submitted for the CIP. The preliminary totals are:

County Projects	\$30,786,354
School Projects	\$110,661,877
Utility Projects	\$21,588,031

CERT (COMMUNITY EMERGENCY RESPONSE TEAM) COURSE

The County’s weekly CERT (Community Emergency Response Team) course was conducted in September over a four week period. We graduated twelve new graduates in the CERT program in early October.

CERT EXERCISE

Our Emergency Management Coordinator reports that we will participate in the Regional CERT exercise in April 2010.

CHESAPEAKE BAY LOCAL ASSISTANCE PROGRAM

Staff from the Planning Department and Codes Compliance met with staff from DCR’s Division of Chesapeake Bay Local Assistance (CBLA) to discuss the Phase III implementation of the Bay Program. CBLA will be performing an “audit” of our program, which involves not only the Chesapeake Bay Preservation Ordinance (CBPO) but also implementation in our subdivision plats, site plans, ordinances, and comprehensive plan. We will continue to work with them to identify how we implement the Bay Program through various means.

CHRISTMAS ORNAMENT -- HISTORICAL COMMITTEE COLLECTIBLE ORNAMENT FOR 2009

The 11th Edition of the Historical Committee Collectible Ornament is in its final proof stages for printing. This year, the 2009 Ornament will feature the historic Gloucester Woman’s Club. The ornament will officially go on sale on Holiday Parade Day, December 5, at the Museum, for \$18.

CLEAN COMMUNITY COMMITTEE AND ANTI-LITTER LAW DRAFT FOR DELEGATE MORGAN

As a result of the Clean Community Committee meeting with Delegate Harvey Morgan, the Committee will begin drafting a litter law recommendation for his consideration for a possible legislative bill that would recommend littering violations be handled similarly to speeding tickets. The Fall issue of the Clean Communiqué is available at: <http://www.gloucesterva.info/clean/cleancommuniquedfall2009.pdf>.

CLERK’S OFFICE DIRECT ACCESS TO LAND RECORDS, WILLS, JUDGMENTS, MARRIAGE LICENSES, AND FICTITIOUS NAMES

Our Clerk of the Circuit Court reports that some County offices (Commissioner of the Revenue, Treasurer, Codes & Compliance, Planning) now have direct access to and are using secured remote access to Clerk’s Office records to obtain daily recordings of land records, wills, judgments, marriage licenses, and fictitious names. This option may expand to other offices as well as need arises. Having electronic access to these records will improve efficiency.

CLIMATE CHANGE

Staff in the Planning Department attended a meeting at Old Dominion University on Climate Change and new data related to Sea Level Rise sponsored by Wetlands Watch, as well as a meeting sponsored by the Hampton Roads Planning District Commission (HRPDC) on Storm Surge Data. Staff hopes to incorporate as much of this information and data as possible into our long range planning and comprehensive plan. Our Flood Plain Management Plan is an example of what localities can do to deal with these global issues. According to a presentation at the Middle Peninsula Planning District Commission (MPPDC) meeting this week, climate change has serious implications in the area for (1) sea level rise, (2) potential pollution from loss of septic systems, and (3) economic impact in loss of land value. The Commission authorized MPPDC staff to apply for another level of the grant to explore what policy and ordinance changes (local and/or state) could be considered to mitigate.

COLEMAN'S CROSSING REZONING

The Board approved the Coleman's Crossing rezoning request in October. Details on this development can be found in the Planning Department.

COMMUNICATIONS PROJECT

The Director of Public Works reports that the Building Official provided final inspection and approval of the Temporary Emergency Communications Center (TECC) renovation project at the Law Enforcement building. Final payment to our contractor, David Nice Builders, will be authorized soon after receipt of all contract close-out documents.

As quickly as the construction workers were leaving the new TECC, our contractor, Motorola, and furniture vendor were entering the room. All furniture is in place and radio system dispatch equipment installation is nearly complete. The new 911 call taking equipment has started shipping from California and will be installed soon.

The County has received from Motorola a report summarizing the coverage testing conducted in September. In summary, the report notes that 99.62% of all grids tested, passed well exceeding Motorola's contractual commitment of 95%. It is important to note that while 15 grids did not "pass", radio coverage is still present in each of the areas. The non-passing score reflects that Motorola's modeling indicated that the system would provide medium to heavy building coverage in certain outlying areas of the County while in actuality only street level or residential building coverage was provided. Perhaps of most importance is that in-building testing was conducted in each of our public schools as well as in other large buildings without a single failing test. This is a monumental improvement over the current radio system.

While the overall project is rapidly drawing to conclusion, there are still many tasks to be completed and much planning ahead to ensure a seamless transition from the current system to the new system.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

Finance Department staff are working on the first draft of the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2009, which forms the basis of our audit report, received later in the year. The report will be sent to the auditors in early November.

COMPREHENSIVE PLAN MEETING

The Planning Department sponsored a Comprehensive Plan Meeting on Wednesday, October 7. The Hampton Roads Planning District Commission (HRPDC) staff gave a brief presentation on the types of data that they've been compiling for Gloucester and the GIS capabilities for analysis just to give the group an idea of what they could do and what could be done. These generated some discussion regarding the plan and some issues about Gloucester County relative to traffic, sea-level rise, open space, historic resources,

schedule, and other issues. HRPDC will provide a “detailed” outline of a document for a January meeting and then the Steering Committee will meet monthly starting the third Thursday in January to fill in the outline. In the meantime, staff will work with the HRPDC staff to provide direction based on our involvement in the process. Finally, the HRPDC staff reviewed some of the documents they’ve received and have been reviewing to see their continued relevance in the update. The 350 Strategic Plan will also be reviewed and considered in the comprehensive planning process.

CONSENT ORDER – HAMPTON ROADS SANITATION DISTRICT (HRSD)

The Utilities Department submitted the FY09 annual report per the Special Order on Consent as required. This document presents the accomplishments for FY09 and the projected activities for FY10 which are required by the Consent agreement between EPA and HRSD.

CONSOLIDATED LAND PARCELS

The Commissioner of the Revenue continues to separate consolidated land parcels to fix the problems associated with consolidating map numbers in a computerized database. He says that in the future we will be able to identify each parcel separately as required by Virginia statutes. The next project will be to enter separate records for non-contiguous split parcels, which will help reassessment in the future. There are some issues caused by parcels which are partly in a sanitary district and partially not. Both the Commissioner of the Revenue and the Real Estate Assessor would like to address this issue before the next reassessment process, as it will make land valuation for those parcels much simpler.

COUNTY ADMINISTRATOR’S CONTINGENCY FUND

Use and current balance of County Administrator’s Contingency Fund:

FY 2010 Adopted Budget Amount	\$316,291
Estimated Employee Health Insurance benefits	(121,526)*
Replacement of Beaverdam Park Boat Motor	(2,900)
Jail Study for Occupancy Limits	(12,800)
Estimated Unemployment Payment	(24,000)*
Broadband Study for Regional Grant	(2,500)
Repairs/Renovations to Senior Center	(15,000)
DIT Roof Repairs	(535)
Flood Claim Grant Application	(3,150)
COR Equipment	(1,950)*
KW Poore FOIA	(893)
Balance Remaining	\$131,037

*Estimate

COUNTY ADMINISTRATOR’S REPORT

Monthly County Administrator’s Reports are now posted on the County’s website as an informational document for citizens: <http://www.gloucesterva.info/admin/monthlyreports.htm> .

COURTHOUSE SQUARE HISTORIC DISTRICT

The subcommittee working on the Courthouse Square (CH) Historic District has come up with their recommendations to fix the district which was corrected as a result of a discrepancy between the ordinance and the official map. Staff is planning to bring their recommendations to the Planning Commission at the November meeting.

COURTHOUSE VILLAGE PLAN

Planning Department staff will give an overview of the Courthouse Village Plan, which was commissioned by the Main Street Preservation Trust (MSPT) and the County, at the November meeting of the Planning Commission (PC). We will ask the Planning Commission to recommend that the plan be adopted by the

County and have the PC hold a public hearing prior to making a recommendation to the Board of Supervisors.

DAFFODIL GARDENS II PROJECT

The Planning Director sent a letter of support from the Planning Department for the Daffodil Gardens II Project. Essentially the letter provided information as to how the project fit into the County's comprehensive plan and overall goals.

DENIM FOR DONATIONS

In October, County employees participated in the Employee Plus Committee sponsored Lee Denim Days to benefit National Breast Cancer research. Contributions from Gloucester employees totaled \$230. On line donations totaling \$375 were made, making the grand total raised from County employees \$605.

DOMESTIC VIOLENCE EXHIBIT AT GLOUCESTER LIBRARY

The exhibit brought to Gloucester by the staff at Laurel Shelter, "The Art of Surviving Sexual Violence", was at the Main Library through the end of October. The exhibit was put together and installed by representatives of the Virginia Sexual and Domestic Violence Action Alliance.

DUKE TV (CHANNEL 47) LAUNCHED

While it has taken just a little longer than expected, the cable communications partnership between the County and schools witnessed a major phase in the action plan when Channel 47 DUKE TV was launched last week. It was quite rewarding to see the results of over three years of effort to fund, hire a teacher, equip the facility, and begin producing and broadcasting locally-produced programs in the Gloucester High School TV Studio. Visit the website at <http://gets.gc.k12.va.us/duketv/index.htm> for information about DUKE TV.

EMERGENCY MANAGEMENT COORDINATOR'S BRIEFING

There was a required Emergency Management Coordinator's Briefing on October 27, which was attended by the Emergency Management Coordinator and the County Administrator on behalf of Gloucester County. Topics covered included seasonal and H1N1 flu and inoculations, hurricane evacuation plans, and other general emergency preparedness issues.

EMERGENCY MANAGEMENT MINI-FIRE TRAINING GRANT

The County applied for a Mini-Fire Training grant for \$10,000. The grant application was submitted to buy materials to expand the current burn room at the Middle Peninsula training facility.

EMERGENCY MANAGEMENT REGIONAL CATASTROPHIC GRANT

Emergency Management staff met with the consultants for the Regional Catastrophic Grant to assess where our plans were for sheltering, transportation, and resources. The results for this will be available in the next few months.

FEMA GUIDELINES

Supervisor Altemus helped to set up a meeting earlier in the year, with the FEMA Hazard Mitigation Grant Management Team and representatives from FEMA and VDEM. Following that meeting, where we discussed frustrations with guidelines in our region that are more rigorous or different from construction guidelines in other regions on such things as cost estimates, eligible vs. ineligible activities, scope of work changes, cost overruns, use of ICC funds, and other issues for elevation and mitigation projects, our team wrote a letter in support of establishing national guidelines or standards that don't vary from region to region. We received a thank you from Richard Rein of FEMA for our assistance, as they are now working on accomplishing that goal. The letter and the issue was reviewed at a recent national FEMA meeting, where FEMA representatives reviewed the FY 2010 guidance for all five mitigation grant programs. Our

meeting, input, and letter helped establish the need to revise the new Region III guidelines and to encourage the adoption of national, standardized guidelines.

FROZEN COUNTY POSITIONS

The following County positions are currently frozen. Positions listed as “frozen and unfunded” remain on the position chart, but were not budgeted for FY 09-10 and remain vacant. As positions have become vacant since the beginning of FY 09-10, each position is frozen and the County Administrator makes the decision, on a case-by-case basis, as to whether to allow that position to be filled or to fill one of the other vacant positions which has remained open for a longer period of time. Therefore, there are also some positions which are “frozen and funded”, as those positions are funded in the current fiscal year, but have been vacated since the start of the fiscal year and have not yet been released to fill.

Office	Position	Type
Frozen and Unfunded:		
County Attorney	Assistant County Attorney	FT
Commissioner of the Revenue	Revenue Technician	FT
Codes Compliance	Inspector I	FT
E-911	Dispatcher	PT
Emergency Services	Administrative Assistant III	FT
Engineer	Public Works Engineer	FT
Buildings & Grounds	Custodian	FT
Tourism	Office Assistant	PT
Utilities	Assistant Director	FT
Utilities	Utility Worker I	FT
Frozen and Funded:		
Parks, Recreation, & Tourism	Park Ranger	FT
Codes Compliance	Permit Technician	FT
Purchasing	Buyer	FT
Parks, Recreation, & Tourism	Program Assistant	PT
Sheriff’s Office	Dispatcher	FT
DIT	Application Programmer	FT

FULL SERVICE SCHOOL PROGRAM AND THERAPEUTIC DAY TREATMENT PROGRAM

An annual program report on the Full Service School program was compiled by the two program managers/Community Education coordinators and presented to the Comprehensive Services Act Community Policy and Management Team (CPMT) at their October meeting. The report is a comprehensive review of statistical and program information which the CPMT uses for future program planning. In addition to the annual program report, a first-ever “follow-up” report was drafted and is in the review phase for discussion. The CPMT Chair attended an informational meeting with school principals on the possible implementation of Therapeutic Day Treatment programs in the schools. The intent of the treatment program is to reduce the number of students having to be removed and placed in out-of-school educational settings. The Full Service School Program was the recipient of a Virginia Association of Counties VACo Achievement Award, which was presented in October.

GLOUCESTER BUSINESS PARK TRAFFIC SIGNAL

The business park traffic signal pre-construction meeting has been held. Preliminary site work began this month with survey staking, soil borings, and preparation of shop drawings for VDOT review and comment.

GLOUCESTER INSTITUTE REQUEST FOR CONSIDERATION OF TAX EXEMPT STATUS

Based on the Board’s directive, we will hold a public hearing on November 4 to consider lifting the moratorium which the Board previously imposed to applications for tax exempt status. The specific request

from the Gloucester Institute will be addressed on a later agenda depending on the outcome of the November 4 Board agenda item.

GLOUCESTER MATHEWS HUMANE SOCIETY DESIGN ENTRY

The Hampton Roads Area Commercial Real Estate Design in Excellence Awards were held this month. Though they did not win an award, the Gloucester Mathews Humane Society facility was entered.

GLOUCESTER POINT BEACH PARK

Staff in the Parks, Recreation, and Tourism Department met with Supervisor Crewe to discuss potential policy changes for the Gloucester Point Beach Park that would impact the budget for FY 11.

GLOUCESTER POINT BRANCH LIBRARY

Staff is working to consider potential locations for the relocation of the Gloucester Point Branch Library upon the termination of the current lease in August of 2011. We hope to present some cost estimates and options soon to the Board of Supervisors for their consideration regarding the relocation of the Gloucester Point Branch Library. Other options may include extension of the existing lease if owners would be agreeable as well as closing the Gloucester Point Branch Library entirely.

GLOUCESTER RESOURCE COUNCIL'S OCTOBER MEETING

A record number of participants attended the October meeting of the Gloucester Resource Council where Bay Aging Community Action Partnership Program gave a presentation. Over forty-five attendees shared upcoming activities and announcements, and plans are being finalized for the Poverty Simulation coming in November and the Celebrate Families Festival in March 2010.

GLOUCESTER RESOURCE COUNCIL'S WISHES AND GIFTS PROJECT

As in previous years, the Gloucester Resource Council, with technical assistance from Community Education, will sponsor the Wishes and Gifts project. This project uses web-based services to help publicize the donation and volunteer needs of the many non-profit assistance services in Gloucester so that community members, families, faith-based groups, and businesses can easily find ways to help others during the holiday and Christmas season. The website for this project is:

www.gloucesterva.info/commed/services/holiday.htm.

GO GREEN GLOUCESTER

The Go Green Gloucester Committee has completed discussions on proposed by-laws. The group's comments have been incorporated into a final draft version of the by-laws, which have been forwarded to the County Attorney for his review. The committee will then vote on the by-laws at their next meeting scheduled for November 10 at 7:00. This schedule should allow us to have them ready for the December Board meeting (presumably consent agenda).

GROUNDWATER MANAGEMENT AREA

There are proposals at the state level to expand the Groundwater Management Area to include our areas. This could mean an approximate two year permitting process for groundwater withdrawal permits prior to development, which would have a big impact on residential and commercial development.

H1N1 FLU

Per all the sage advice on prevention, WASH YOUR HANDS frequently and thoroughly and STAY HOME if you are sick with the flu and fever! Our Emergency Management Coordinator reports that this month, we received the Memorandums of Agreement (MOAs) from Gloucester Public Schools allowing us to vaccinate all students (whose parents sign the consent form) and school employees. These vaccinations will be scheduled once the bolus shipment of vaccine arrives. According to the Health Department (HD):

- While public messaging will focus on the priority groups, anyone wanting the vaccine who presents at the Health Department (HD) will be able to get it as long as it's in stock.
- It will be free of charge.
- Group vaccination requests and clinic scheduling will be at the discretion of the County public health nurse.
- Private providers can register to receive H1N1 so individuals can check with their private provider as well.
- Private providers cannot charge for the vaccine but may charge an administration fee.
- Vaccine will arrive in weekly shipments but they cannot tell us exactly how much as we're dependent upon 5 different manufacturers.
- HD will let us know when the bolus shipment arrives, but will also put out PSAs.
- HD plans to run at least a couple of weekend mass H1N1 vaccination clinics at the RCC campuses in November and will advertise via PSA, newspaper, etc.

For additional information on the H1N1 flu and precautions you can take, please visit the County's website at www.gloucesterva.info .

HAMPTON ROADS SANITATION DISTRICT COMMISSION -- DR. LYNCH APPOINTMENT

Dr. Maurice P. "Mo" Lynch was appointed by the Governor as a member of the Hampton Roads Sanitation District Commission representing Gloucester County.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION (HRTPO) – CITIZEN TRANSPORTATION ADVISORY COMMITTEE (CTAC)

The Hampton Roads Transportation Planning Organization (HRTPO) is taking applications for interested persons to serve on the Citizen Transportation Advisory Committee (CTAC). Gloucester County is one of thirteen jurisdictions involved in this intergovernmental transportation planning body serving the Hampton Roads area. The desire is to have a citizen member from each jurisdiction. If interested, please complete a [Citizen Transportation Advisory Committee \(CTAC\) Application](#). In addition the HRTPO has a [draft Public Participation Plan available for review and comment](#). Applications are being accepted through November 6.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION (HRTPO) TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)

At this month's meeting of the Hampton Road Transportation Planning Organization (HRTPO) Transportation Technical Advisory Committee (TTAC), our representative, the Planning Director, reports that the CFO from VDOT gave a dismal overview of the financial status at VDOT and their strategy to balance their budget. This will have a pretty significant impact on localities since their current allocations based on population will no longer be allocated to localities, but used to match federal funding on existing projects in order to maximize federal dollars. Also at the TTAC meeting, a presentation on non-driver locations and final report were distributed and a discussion of the 2034 Long Range Plan's (LRP) Vision and Goals which have been distributed for public comment.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION FUNDING

Planning Department staff also worked on some revisions to our applications to the Hampton Roads Transportation Planning Organization for transportation funding. At the advice of HRTPO staff, we applied for the Planning Grant for Main Street under both CMAQ and RSTP funds (previously we applied only under CMAQ). Although we may not get the funding, "you have to be in it to win it" and certainly our Main Street and the intersection with Route 3/14 is regionally important for commuters and tourists. The proposed planning grant was meant to evaluate this corridor and determine the "best" course of action to alleviate congestion, given the physical constraints of the area and in keeping with the village context.

HAUNTED TRAIL

The Haunted Trail was held this month at Beaverdam Park. Approximately ninety volunteers are involved as actors and ticket and concession sales. Park Partners sponsors the event to generate funds for park development.

HISTORICAL COMMITTEE

The Planning Director attended and spoke at the Historical Committee (HC) in October regarding the following items:

- New Enabling Legislation Regarding Architectural Resources – The Board of Supervisors at their meeting on October 6 gave staff the authorization to look at this legislation and come back to them with a recommendation. Staff requested assistance from the HC on this project particularly with defining “known” historical and archaeological sites. We asked for volunteers for a committee, and two members of the Historical Committee, who have been involved with a project of mapping “known” historical sites in Gloucester, volunteered.
- Courthouse Square Historic District – The recommendation from the subcommittee will be going to the Planning Commission (PC) for their November 5 meeting. Essentially the recommendation is to keep the properties the same, but remove two non-contributing buildings (the jail and the property beyond the ice house on Carriage Court) and adding the County buildings fronting Main Street (County Building 1 and the adjacent house) and a square owned by the church that had been combined. The Committee would like to continue to meet to look at Main Street and consider a possible larger district and revised regulations for that district alone.
- Burgh Westra and other districts – There is a discrepancy between the map and the nomination form. The Planning Department will be sending it to the BOS for their November 17 meeting to request that the Historical Committee provide a recommendation for how to correct the discrepancy. Similar discrepancies on some of the other districts may need to be addressed as well.

HOLIDAY PARADE

There has been some objection raised to the name of the County’s Holiday Parade. The parade, which was originally called The Christmas Parade, was renamed The Holiday Parade by staff and the volunteer committee in 1997 to be inclusive of Hanukah, Kwanza, and possibly other holiday celebrations. The Board has asked that this item be placed on a Board meeting agenda for discussion, and it is scheduled for discussion at the November 4, 2009 meeting.

JAIL CAPACITY STUDY

The consultant the County hired to do a Jail Capacity Study has completed his work, and a final report will be available soon. The consultant may also recommend some items which need attention, though it is not expected that these recommendations will impact the capacity.

LAND USE APPLICATIONS

The Commissioner of the Revenue reports that Land Use applications have been mailed and were due November 1. Land owners have been responding to those notices. Until we know the Real Estate Assessment Fair Market Values they will not work on SLEAC or differed values for Land Use, but Commissioner of the Revenue staff are entering the data into CAMRA for the first time and hopefully that will make the process smoother in the future.

LEGISLATIVE AGENDA FOR DECEMBER 1 MEETING WITH LEGISLATORS

The Assistant County Administrator is collecting suggestions from the Board of Supervisors and staff for issues for the Board to discuss with legislators at the meeting planned with Senator Norment and Delegate Morgan on Tuesday, December 1, 2009 at 5:30 pm in the Main Library prior to the regular scheduled Board Meeting. We plan to present the list of issues for discussion at the November 17 Board Meeting.

MAIN STREET PRESERVATION TRUST MEETING

Planning Department staff attended the meeting sponsored by the Main Street Preservation Trust (MSPT) to inform property owners on Main Street of their plans to apply for state and national register historic status for a larger district covering the commercial portion of Main Street. Staff had provided MSTP with the names and addresses of all the property owners, including the residential portion of Main Street (north of the circle). Several of these property owners were interested in having the district extend to that portion of Main Street also. The Planning Director also spent some time talking with the residents about the Main Street plan and some of the activities we are working on, and also handed out several bookmarks and encouraged participation in the comprehensive plan and our planning newsgroup. This is not a local district and does not have any regulation associated with it. This designation is honorary but provides opportunities for federal and state tax credits. We have requested a copy of the consultant's PowerPoint, which explains the program and process, and plan to put it on the County's Web Site.

MAIN STREET VDOT ENHANCEMENT PROJECT

The Public Works Director conducted the Court Circle meeting on the Main Street VDOT Enhancement Project. Some key property owners attended and provided some very worthwhile comments on the plan, as well as some coordination between projects and property owners. The plan will improve pedestrian and traffic issues in the area. The consultants will revise the plan based on some of the comments received. Attendees generally supported the project but had various interests and good comments to contribute.

MATHEWS TRANSMISSION FORCE MAIN LINE

Staff in the Utilities Department have been in touch with the construction firm that will be installing the Hampton Roads Sanitation District (HRSD) Mathews Transmission Force Main in an effort to coordinate field activities. Utilities and Planning Department Directors are also discussing a service district for the HRSD sewer line to Mathews.

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION (MPPDC)

The County Administrator attended the Middle Peninsula Planning District Commission (MPPDC) meeting this month, where the Commission voted to hire a consultant, per the subcommittee's recommendation, to interview localities and provide a report about what is expected out of the PDC prior to doing any strategic planning.

NATIONAL BOOK CLUB MONTH

The Library Director reports that October is National Book Club Month and they are advertising for new members for our two book clubs: Ladies of the Night (second Thursday of the month at 6:30 pm) and the Day Time Book Club (third Tuesday of each month at 12:30 pm).

NEW BUSINESS

Work on both the Hardee's/Walgreen project and the Farm Fresh fueling station continues. Pre-applications for positions at Tractor Supply have been completed and hiring should be in place.

NO TRESPASSING POSTED PROPERTIES AND STAFF PROCEDURE

In response to a complaint from a citizen about County staff going on his property when he has it posted "No Trespassing", following research and checking with the County Attorney on the matter, County staff received direction as to how to handle the need to conduct County business on property posted "No Trespassing".

NO WAKE ORDINANCE AND DEPARTMENT OF GAME AND INLAND FISHERIES

Representatives from the Department of Game and Inland Fisheries (DGIF) attended the October 20 Board work session. Following a briefing by Director of Public Works, Garrey Curry, the Board directed staff to work up a modification to our current ordinance so that it is more in line with the State Code with regard to

“no wake” definitions and use of “No Wake” signage. The Heywood Creek sign has not yet been removed. Our Director of Public Works has arranged for the sign to be removed at no cost to the County in exchange for the materials, so it will be removed on the contractor’s schedule.

PARKS AND RECREATION ADVISORY COMMITTEE

The next meeting of the Parks and Recreation Advisory Committee will be on November 30th. Concerns about the name of Woodville Plantation Park will be on the agenda that evening and a recommendation will be provided to the Board of Supervisors for discussion at one of its January Board meetings. This committee only meets every two months, which means we can’t make the agenda deadline with materials for the December 1 Board meeting.

PARKS, RECREATION, AND TOURISM POTENTIAL GRANTS

The Director of Parks, Recreation, and Tourism reports that the department is working on several possible grant applications. These include energy efficiency projects for Woodville Park and Gloucester Point Beach and a marketing grant to promote Gloucester County as a destination for Civil War and history enthusiasts. These potential projects would, of course, go through the County’s normal grant process.

PERSONAL PROPERTY TAX BILLS

The Treasurer’s Office is continuing to work on getting the Personal Property tax bills in the mail.

PET SHELTERING

The Emergency Management Coordinator reports the kick-off of the Regional UASI Citizen Corps group this month. They are trying to push hard to get some sort of pet sheltering/pet CPR paid for by this grant and host it here in the County.

PLANNING COMMISSION UPCOMING ISSUES

At its November meeting, the Planning Commission agenda will include the proposed Transitional Homes code amendment, the Main Street Plan (paid for in conjunction with the Main Street Preservation Trust), and the Court House Square Historic District Code Amendment.

PROVIDENCE BAPTIST CHURCH – SEWER LINE

The Director of Utilities reports that the Department has been unable to obtain the necessary easements for the proposed sewer extension to the Providence Baptist Church. The physical layout of the proposed route requires that an easement be received from one of two landowners. Both of the property owners have declined to provide the necessary easements. Consequently, the proposed sewer extension along Ivy Lane cannot be installed at this time. The Board will be briefed in more detail at its November 17 meeting.

REAL ESTATE TAX BILLS

The real estate bills were mailed by the Treasurer in October. Of course, these tax bills reflect both the 2009 assessed value and the 2009 tax rate, not the 2010 assessed values which were contained on the Real Estate Reassessment notices mailed this month.

REASSESSMENT NOTICES AND ADMINISTRATIVE APPEAL PROCESS

Since the County decided to create its own internal Reassessment Department, we have been working to create a modeling system to generate Gloucester County’s reassessment which assigns values to properties which are a fair and accurate reflection of market value. The Real Estate Assessor has been working to manage the development of a model which takes a number of property factors into account in assigning that value in order to make the values produced reflect as much information about the property as possible. Of course, the goal is to reflect market value as accurately as possible. In October, 22,772 reassessment notices were mailed. A total of 1,286 notices were held back due to problems that needed to be corrected or

addressed. Staff is working on the remainder of the parcels and will get those notices out as soon as possible. The 2010 reassessment information on our website is now live.

Folks have already started calling the reassessment office and stopping by. We have added some staff to help manage phone calls. The process for administrative appeal will be different this year, in that citizens requesting an administrative review of the value of their parcel will be required to complete a form with basic information which will accompany the appeal through our process. We have implemented this more rigorous process in an attempt to have a better administrative handle on the paperwork as an appeal works its way through the administrative process and possibly the BOE afterward. This should provide us better documentation as to what happened with an appeal than we have been able to produce from the prior administrative appeals and BOE processes.

As a reminder, it is the final land book value, which the Real Estate Assessor must produce as of December 31, which gives his final assessed value on all properties. It is our intention to make the appeals process as accommodating to the needs of citizens as we can, and to handle as many of the issues administratively as we can justify. Once we've completed an administrative review and finalized values (which may or may not be after an adjustment to original value assigned), the citizen would have the opportunity to move forward to the BOE process, with all that paperwork accompanying the appeal, after the first of the year. The reasons we decided to approach the process with an initial form this time included (1) there was little or no documentation of the appeals process in the past, so it has been virtually impossible to reconstruct what was done and (2) having the forms helps staff group like adjustments to determine if there are patterns in the changes which might point to underlying problems in the model. The latter could mean adjusting a segment of the model and allows those adjustments to be made with consistency, which is one of our main goals in this reassessment. Changes to value will NOT be made on the spot, either from walking in or following the meetings which staff will conduct prior to December 31. Rather, staff will take the information provided in those meetings, consider against the assessed value, and revised notices would be sent in the mail.

Citizens who wish to contest their value need to contact the reassessment office so that we can handle their issue. There is information on the County website as well. It may also be helpful for you to look at the form: [Assessment Review Application](#) (weblink to application) and the website [Real Estate Assessment](#) (web link). The website has the application form, property databases for 2009 and 2010, and other valuable information.

REDUCTION IN FORCE AND TEMPORARY WORK FORCE REDUCTION PLANS

The County Administrator is in the process of developing two draft Administrative Policies. One policy, a Temporary Work Force Reduction (TWFR) Plan, would outline how we would make temporary changes in workforce to save money in a financial crisis, e.g., cutting back hours, changed workweek, etc. The second policy, a Reduction in Force or RIF Plan, would outline how we would actually eliminate positions. We plan to present these draft policies to the Board soon before they are incorporated into our Administrative Policies.

RESTORATION OF SURVEYOR'S PLAT BOOKS 2 THROUGH 5 THROUGH GRANT FUNDS

The Clerk of the Circuit Court reports that through a grant from the Library of Virginia, they have just had restored Surveyor's Plat Books 2 thru 5. SPB #1 was restored several years ago. She has identified a high school student who is making the books her senior year project and will begin working this month.

SAFETY TEAM

The Safety Officers received hands-on fire extinguisher training this week. A new building inspection form was reviewed. The officers will now make monthly inspections of the fire extinguishers and quarterly inspections of the buildings.

SENIOR CENTER ANNEX

Staff continues to work to find the appropriate means to secure the design and construction work on the project to repair and renovate the Senior Center Annex on Main Street, which will be partially funded by the Main Street Preservation Trust.

SETBACKS FOR STRUCTURES ACCESSORY TO TOWNHOUSE UNITS

In October, the Board approved a modification to the Zoning Ordinance which would allow reduced setbacks for structures accessory to townhouse units. This clarifies a discrepancy within the previous ordinance and would allow such accessory structures to form a boundary or fence line with the adjacent property.

SHELTER PREPAREDNESS AND MUTUAL AID AGREEMENTS

Emergency Management staff met with Faith Based Organizations and are working to help them strengthen their internal plan, but also create a County-wide Faith Based Resource Management Plan that would help us close the gaps in preparedness and some sheltering issues. Schools, Red Cross, Social Services, and Emergency Management met to set a timeline for the Shelter Mutual Aid Agreements. Schools will conduct Shelter Facility Walk Thru's, which will be signed off by Red Cross. The mutual aid agreement is in progress and will be sent to the County Attorney for review before further consideration.

SHORELINE MANAGEMENT PLAN – VIMS

The Planning Director has been contacted by individuals from the Virginia Institute of Marine Science (VIMS) about a shoreline management plan for the County. VIMS has just completed one for Mathews County (the first county in Virginia to have such a plan). The study provides recommendations for waterfront property owners on how to best manage erosion based on the site specific criteria (existing conditions, reach, type of water body, wave action, etc). It also takes into consideration environmental concerns relative to submerged aquatic vegetation (SAV's), increase in wetland habitat, and other potential impacts. VIMS would like to apply for grants to prepare a shoreline management plan for Gloucester County, and would like to determine the County's interest in such a plan. The residents that attended the Mathew's meeting seemed very positive about the plan and its ability to help them determine the best course of action to determine if erosion is a problem where they live and how to best deal with it. This topic will be placed on a future Board agenda for discussion.

SKATEBOARD PARK PLANS

The pieces that go on top of the concrete pad for the Skate Spot are in production. The Director of Parks, Recreation, and Tourism reports that only one bid was submitted for the concrete work on the skate spot. It was very high and over budget. The proposal will be re-released.

SMOKE TESTING – UTILITIES DEPARTMENT

Per the Director of Utilities, below is the tentative schedule for the start of Sewer Smoke Testing. At the present time we have not identified the area in which we will begin the testing. Smoke testing of the entire system is required by the DEQ as part of the Consent Order. This schedule will be public announced at the November 4 Board meeting. Sewer Smoke Testing -- Proposed schedule:

- November 4 Notify BOS that testing will be done starting around December 1 (weather permitting)
- November 12 Publish notice in local paper
- November 25 Mail letters to affected home owners
- November 30 Place "door hangers" at affected residences
- December 1 Initiate smoke testing

SPOOKY LOT AT THE MAIN LIBRARY

Spooky Lot occurred on Halloween, Saturday, October 31. Library folks and other participants decorated their vehicle trunks and gave goodies to little ghouls and goblins in the lower parking lot at the Main Street Center. Food was also collected for the Salvation Army.

STRATEGIC PLAN – 350 STRATEGIC PLAN UPDATE

Staff plans to make a presentation to the Board at the November 17 Board Meeting regarding the 350 Strategic Plan Update. The Community Education Director will compile the information into an updated report for the County Administrator and Board of Supervisors.

T. C. WALKER HOUSE

The nomination for the T.C. Walker House on the National Registry of Historic Landmarks was considered this month. The application was forwarded from the Virginia Department of Historic Resources to the Department of the Interior at the Federal level on October 9. We expect to hear in the next two to three months.

TOWN MEETINGS

Supervisors Altemus and Crewe held Town Meetings for their magisterial districts in October. Various staff attended those meetings at the request of Supervisors Altemus and Crewe, and addressed questions and issues of general concern from citizens, as well as questions regarding the reassessment, including the notices, the results, the modeling, and the reassessment review/appeals process.

TRANSITIONAL HOMES

The Planning Commission (PC) had its meeting this month and is making progress on Transitional Homes. Staff and the PC are looking at establishing a new process for conditional use permits (CUP) to go to the Planning Commission and the Board of Supervisors, similar to a rezoning process. Instead of going to the BZA for a Special Exception, the PC likes the idea of having this use go through them and the Board for a CUP. The Board can impose conditions on a special use permit, whereas you cannot for rezoning. The draft ordinance would place a lot of responsibility or leeway on the Board to review each application on a case by case basis. The Planning Commission will have to reach consensus at the November meeting in order to meet the advertising deadlines for December.

URBAN DEVELOPMENT AREA (UDA) GRANT APPLICATION

The Planning Director submitted an application for an Urban Development Area (UDA) grant this month. This grant from VDOT for \$50,000 is for on-call consulting services to help localities comply with House Bill 3202, which requires the identification of urban development areas. An urban development area is defined to be an “area designated by a locality that is appropriate for higher density development due to proximity to transportation facilities, the availability of a public or community water and sewer system, or proximity to a city, town, or other developed area.” Although the Hampton Roads Planning District Commission (HRPDC) staff’s contract with the County to prepare the Comprehensive Plan incorporates complying with this requirement, County staff proposes to use the grant (if we obtain it) to help focus on the UDA(s) as sub-area(s) and provide more detailed planning for those sub-area(s), and to assist in preparing implementation ordinances for the UDA(s) in Gloucester. The grants are first come, first serve, and require no local match, so are likely to be very competitive. The grant does require that ordinances are adopted within a specified time period, so if we receive the grant, we will have to be diligent in following through on adoption of UDA’s and implementation ordinance(s).

U. S. CENSUS BUREAU OPEN HOUSE

The Local Census Office Manager in Newport News has announced that the United States Census Bureau in Newport News, Virginia, is planning an Open House on January 8, 2010 beginning at 4:00 pm. They “are expecting full media coverage and participation by U.S. Congressmen Rob Wittman and Bobby Scott, the

mayors of Newport News, Hampton, Williamsburg, and Poquoson, the Administrators/Supervisory Chairs of Charles City, James City, Lancaster, Mathews, Middlesex, New Kent, Northumberland, and York counties, and the Chief of the Chickahominy Tribe.” They also “expect many of our newly elected/reelected state and local leaders, representatives from all five military services, college and public school administrators, and business leaders to be in attendance. Additional information will be provided as we draw closer to the actual date of the Open House.” Further details will be sent out later.

VDOT ACCESS MANAGEMENT GUIDELINES

Staff met with VDOT this week to discuss the new Access Management Guidelines which went into effect in October. It does not appear that they will significantly affect our current process of plat review, although VDOT may provide additional comments regarding the location of new private roads onto the state and their site distance requirements.

VDOT PUBLIC HEARING

There will be a VDOT Public Hearing at Page Middle School on Thursday November 5th from 5:00 to 7:00 pm on the proposed improvements for the crossovers along Route 17 between Gloucester Courthouse and Gloucester Point. Attendees will be able to view proposed project plans and environmental documentation during this time as well as property impact information, relocation assistance policies and tentative construction schedules. This information is also available at the Saluda Residency office.

VOLUNTEERS IN SCHOOL INVOLVEMENT PROGRAMS

The Community Education Department is experiencing a wonderful increase in the number of people interested in volunteering in our elementary schools and the coordinators are working diligently to conduct the required background checks, orientations/trainings, and make appropriate placements for positions such as mentor/buddy, tutors, classroom helpers and resource assistants.

VOTERS FORUM

The Community Education Department worked with the League of Voters to provide a Voter’s Forum at Page Middle School in October.

WASHINGTON ROCHAMBEAU REVOLUTIONARY ROUTE REGIONAL MEETING

The Director of Parks, Recreation, and Tourism reports that the County was represented at the W3R – Washington Rochambeau Revolutionary Route regional meeting at Warner Hall in October. Staff will be monitoring progress on the national project and how Gloucester can participate.

WASTE MANAGEMENT -- LANDFILL GAS PLANT

The grand opening of the Landfill Gas to Energy Plant at Waste Management was held this month. Supervisors Theberge and Allen were present, and Supervisor Allen provided comment. We have also been informed that Rick Guidry has accepted a promotion and we will once again receive a new landfill manager.

“WHERE IN THE WORLD IS...BRENDA GARTON?”

The County Administrator has implemented a system for a once a month visit to a particular County building for the purpose of being kept up to date on what is going on in various departments, giving employees an opportunity for interaction and to ask questions, and a general learning process. October’s visit was with the Department of Social Services, where she visited with the Social Services, Eligibility, and Administrative Units. The visit included sitting through an eligibility interview, meetings with staff to discuss concerns and issues, and informative sessions conducted by each unit as to what their roles and functions are. November’s visit is in Building Three, and will include time spent in the Codes Compliance, Utilities, and Planning Departments. Scheduled visits:

- Fri., Nov. 6 – Building 3 (Planning, Codes Compliance, and Utilities Departments)
- Fri., Dec. 4 – Beaverdam Park

WOODVILLE PLANTATION PARK ROAD, POND, AND NAME

An option to consider accepting funding from Baystars sufficient to complete the Woodville Plantation Park Road will be discussed with the Board in November. Also, the construction of the pond at Woodville Park is continuing but the work is going very slowly. Additionally, per the request of a Board member who objected to the use of the word “plantation” in the official name of this County park, this issue has been referred by the County Administrator to the Parks and Recreation Advisory Committee to make a recommendation to the Board on the matter. The committee meets at the end of November, so this matter is expected to appear on a January agenda.

WORLD FOOD DAY

In honor of World Food Day, the Employee Plus Committee collected non-perishable foods for the Salvation Army during the month of October. This food will help provide needy Gloucester County families their holiday dinners.

Wednesday, November 4, 2009; 4:00 pm