

**GLOUCESTER COUNTY  
COUNTY ADMINISTRATOR'S  
APRIL 2010 MONTHLY REPORT  
Presented Monday, May 10, 2010  
Prepared by Brenda G. Garton, County Administrator**

**CALENDAR ITEMS**

Upcoming events:

- Board of Equalization Hearings and Meetings, May 3, 4, 12, 13, 24, 25, beginning at 8:45 am, Old Health Department Building.
- Public Meeting on Middle Peninsula State Park, Mon., May 17, 7:00 pm, Page Middle School.
- Regular Board Meeting, Tue., May 18, 7:00 pm.
- County Memorial Day Holiday, Mon., May 31.
- Regular Board Meeting, Tue., June 1, 7:00 pm.
- VACo Region 2 Spring Meeting, Wed., June 9, 9:00 am – 3:00 pm, Old Beale Church, Tappahannock.
- Regular Board Meeting, Tue., July 6, 7:00 pm.
- Board Retreat, Fri., July 9, 12:00 noon, Location TBD.
- NACo Annual Conference, July 16-20.
- Regular Board Meeting, Tue., Aug. 3, 7:00 pm.

**7-11 SITE PLAN RECEIVED**

The Codes Compliance Office received the Site Plan for the new building proposed by 7-11 at the old Zoom's location next to Arby's near the Courthouse. Plans include demolition of the existing building and construction of a new brick facility, changes to the current entrances to the site, and significant landscaping improvements. The company desires to be under construction in the third quarter of this year.

**ACHILLES ELEMENTARY SCHOOL CLEAN UP**

With significant support from the Clean Community Committee and the Community Education Coordinator, Achilles Elementary School conducted a large community clean-up activity on April 24. Forty-two students, parents, staff, and Clean Community Committee volunteers participated with 50 bags of trash collected from 8:30 - 11:00 am. Clean-up sites include Friends Road, Mill Point Road, Ditch Bank Road, and the beginning of Kings Creek Road.

**ADULT SERVICES/ADULT PROTECTIVE SERVICES CASE REVIEWS**

The Regional Adult Services/Adult Protective Services Specialist reviewed program cases at the Department of Social Services to ensure compliance with State policy. For the period under review, the Social Services Department was in 100% compliance and received many positive comments for the case management practices used by staff.

**ADVISORY GROUP PRESENTATIONS TO BOARD**

A majority of the presentations from the board-appointed groups have been made with only a few left to schedule. The next presentation will be June 1, when the Board of Zoning Appeals will present. The Director of Community Education and staff are coordinating these presentations.

**ALTERNATIVE SEWAGE DISPOSAL SYSTEMS (ASDS) OR ALTERNATIVE ONSITE SEWAGE SYSTEMS (AOSS) EMERGENCY REGULATIONS**

The AOSS (Alternative Onsite Sewage Systems) or ASDS (Alternative Sewage Disposal Systems) Emergency Regulations were signed by Governor McDonnell on April 6. These regulations were prepared

by the Virginia Department of Health (VDH) in response to House Bill 1788. The Emergency Regulations are to be followed within 18 months by Final Regulations. There has been considerable debate concerning the applicability of the Emergency Regulations, including an opinion from the Attorney General (AG). There is some disagreement with the AG's opinion, including some from the legislators who supported the legislation. Consequently, some other localities are not modifying their ordinances until the Final Regulations are signed, based on their interpretation of the legislation. Our Director of Public Utilities and County Attorney evaluated the situation and the Emergency Regulations from both technical and legal standpoints and provided guidance and recommendations to the Board at the May 4 Board meeting. The Board approved the staff recommendation and directed the County Attorney to review the Emergency Regulations and our County Ordinances so that the County Administrator can direct the Health Department as to what provisions in our existing ordinance would be not enforced until Final Regulations are implemented. Once we have the Final Regulations, we will advise the Board as to needed modifications of the County Ordinance.

### **ANIMAL CONTROL OFFICERS HONORED AT LUNCHEON**

In acknowledgement of National Animal Control Month, Tonya Higgins, DVM, the Gloucester-Mathews Humane Society, and others sponsored a luncheon this month at Whitcomb Lodge to recognize local Animal Control staff from Gloucester, Mathews, and Middlesex Counties for their services to animals and our communities. Chairman Theberge, the County Administrator, the Assistant County Administrator, and Animal Control staff attended from Gloucester.

### **ARK PARK**

Chris Clifford worked with staff to re-grade the drainage ditches along the new soccer field so that stormwater will flow to the culvert and drainage area. A harrow will be used on the field to make minor adjustments to improve drainage.

### **BENEFITS FOR COUNTY EMPLOYEES**

Human Resources staff has begun to set the schedule for benefit overviews and sign-ups associated with annual open enrollment for health, dental, vision, flexible benefits, and other voluntary benefits. Open enrollment is a specific time period each year in which eligible employees may change their benefit selections.

### **BOARD OF EQUALIZATION**

The Board of Equalization (BOE) met throughout the month of April, almost daily. An emergency ordinance was passed by the Board of Supervisors in April to extend the deadline for the BOE's work to June 4. The BOE had requested the extension of time in order to allow sufficient time to finalize orders, review and approve minutes, and prepare its final report. Once the total adjustments are known, a report will be made to the Board regarding the impact on assessed values and tax collections. The Department of Information Technology provided network and computer support for the Board of Equalization hearings and the Real Estate Assessment Department provided staff support for the hearings. Advertised May BOE meeting dates are May 12, 13, 24, and 25.

### **BOARD OF SUPERVISORS RULES AND PROCEDURES**

The Board directed that we prepare a proposed amendment to the Board Rules and Procedures to allow voice votes (not roll call votes) in certain circumstances. The proposed amendment was approved by the Board at the May 4 Board meeting. Roll call vote will still be used for the Regular Agenda Items and Public Hearings sections of the Board's agenda, but is not required for approval of the minutes, adoption of the agenda, approval of the consent agenda, appointments, or adjournment.

## **BOARD OF SUPERVISORS STRATEGIC PLANNING RETREAT**

A Strategic Planning Retreat for the Board of Supervisors was scheduled for Friday, July 9 beginning at noon at a location to be determined. The primary purpose of this special Board meeting is to review the County's Strategic Plan and suggestions from staff to update it.

## **BROADBAND ARRA AND GOOGLE APPLICATIONS**

At the Middle Peninsula Planning District Commission Chief Administrative Officers meeting in April, we discussed the Round Two ARRA Broadband application, which was handled through MPPDC to the consultants, and our chances of award. It is unsure how successful we will be, but we feel we have a good chance. With regard to our ARRA application, the Governor recommended our project (along with all other Virginia projects) for funding. Google received approximately 600 applications for its Broadband Project, so our chances are not likely high on that opportunity, but we at least gave it a shot! As of the writing of this report, Google has not made its award.

## **BROWN PARK – SKATE SPOT**

The revised site plan for the Brown Park Skate Spot was approved and the mandatory pre-construction meeting was held this month. County staff will be constructing site improvements, including a drainage ditch and small berm to direct rainwater away from the pad. The site has been flagged and is ready for construction. Because of our local delays, the company delivering the equipment has pushed us back to June. This project should be complete by the end of June. Contact was made with the adjacent neighbor letting them know that construction would be starting soon.

## **BUDGET AND TAX RATE ADOPTION**

The Board of Supervisors adopted the FY 10-11 Budget and the 2010 tax rates on April 22. The final adopted budget document is now posted on line. The Board did not increase personal property or real estate tax rates. The real estate tax rate was set at the equalized tax rate of \$.58 and the personal property tax rate was set at \$2.60, with personal property tax on boats remaining at \$1.00. The final adopted budget provided to schools an additional \$553,594 more than the original proposed budget, which was \$445,902 less than the amount requested by the School Board. The final adopted budget can be viewed in its entirety at:

<http://www.gloucesterva.info/board/FY2010adoptedbudget.pdf>.

## **BUILDING ONE CARPET REPLACEMENT**

Carpet on the first floor of Building One was replaced this month. Carpet replacement was undertaken to resolve safety concerns (tripping hazards) present due to stretched and wrinkled carpet. After receiving pricing via a state contract, we initially thought we would only be able to replace carpet in the worst areas. Subsequent bidding provided pricing from a local contractor willing to install at a much cheaper price, thereby enabling full replacement on the first floor. Department of Information Technology, Buildings and Grounds, and the contractor worked to move equipment, furnishings, and other related items out of the affected departments (half of the first floor at a time) and then back in following the completion of the installation. The installation work was completed over several weekends in order to minimize interruption to work and service delivery.

## **CABLE COMMUNICATIONS PARTNERSHIP AND PUBLIC HEARING AT GHS AND CABLE BROADCAST**

Conducting the budget public hearing in the Gloucester High School (GHS) auditorium was an excellent example of the Cable Communications partnership program between the County and the School System, as the live and replay broadcast on Channel 48 was of very high quality due to the involvement of the GHS DukeTV production class. The students, under the direction of GHS teacher Jeff Leone, conducted the entire broadcast. It is the staff's intention to try and conduct all off-site (and to be broadcasted) public meetings of the Board in the GHS auditorium.

### **CAMP MILLIONAIRE FOR KIDS**

The Director of Community Education reports that in conjunction with the Full Service School program, Bay Community Action Partnership, and Virginia Cooperative Extension, a financial planning class for the Petsworth Partners elementary school students was piloted at Petsworth Elementary School. Thirteen students were involved in the program, which taught money matters and included a visit to Virginia Colonial Bank.

### **CENSUS 2010 SUPPORT**

The Census Bureau has been using the Information Technology Department's front room for training of field workers. This effort is to support workers who have to go to the addresses where citizens did not turn in their census forms.

### **CENSUS BUREAU ANNUAL SURVEY OF PUBLIC EMPLOYMENT AND PAYROLL**

The U.S. Census Bureau's annual survey of public employment and payroll was completed this month by Human Resources staff. This is a mandatory report due no later than April 30. Information requested for the March 2010 pay period included number of employees, both full and part time, total wages, and number of part time hours worked. All totals have to balance to our payroll records and other statistical reports to ensure consistent reporting of information to various government agencies.

### **CERT (COMMUNITY EMERGENCY RESPONSE TEAM) BASIC TRAINING**

Emergency Management, along with Gloucester Volunteer Fire and Rescue, taught the Basic CERT (Community Emergency Response Team) Course to fourteen members of the community. The fourteen people who graduated the class will now be an active part of the CERT.

### **CERT (COMMUNITY EMERGENCY RESPONSE TEAM) FULL SCALE EXERCISE**

The Emergency Management Office hosted a full-scale exercise on April 24 for CERT members to test their knowledge and skills. Partners for this exercise include the Boy Scouts who acted as victims, amateur radio, Sheriff's Office, Gloucester Volunteer Fire and Rescue, Abington Fire and Rescue, Disaster Relief Volunteers, and Thousand Trails Campground.

### **CERT ( COMMUNITY EMERGENCY RESPONSE TEAM ) PRESENTATION BY EMERGENCY MANAGEMENT COORDINATOR**

The Office of Emergency Management was invited to do a presentation at First Presbyterian Church. Staff spoke about disaster preparedness and the Community Emergency Response Team (CERT) to about forty people. The Emergency Planner, Jane Wenner, will be pursuing dates to teach a Basic CERT Course to the group.

### **CERT (COMMUNITY EMERGENCY RESPONSE TEAM) STEERING COMMITTEE RECOGNITION**

The Emergency Management Office hosted a recognition dinner for the Community Emergency Response Team (CERT) Steering Team. At the dinner, a certificate of appreciation was given out to these volunteers that have dedicated themselves to countless hours of training and instructor support to keep the CERT program moving forward.

### **CHESAPEAKE CLEAN WATER AND ECOSYSTEM RESTORATION ACT SUPPORT**

A letter from Board Chair Theberge was sent to legislators on behalf of the County supporting the Chesapeake Clean Water and Ecosystem Restoration Act legislation.

### **CHIC-FIL-A PLANS RECEIVED**

This month, the Director of Codes Compliance reports that the Building Division received the construction plans for the actual 144 seat Chic-fil-A restaurant building for plan review. Codes also provided

information pertinent to submittal of the Site Improvements Plan expected to be received for review soon. Company officials have stated the construction is budgeted for the third quarter with a desire to have the facility open for business by the end of the year.

### **CHIEF ADMINISTRATOR'S EXERCISE FINAL PLANNING**

The Emergency Management Coordinator attended the final planning meeting for the May 27 exercise that will be geared towards Administrators responding to a catastrophic hurricane hitting Hampton Roads. Issues that will be addressed in the exercise include mass evacuation, sheltering, and resource requests.

### **CHILD ABUSE PREVENTION MONTH**

Social work staff participated in multiple events this week in recognition of Child Abuse Prevention month and Domestic Violence Awareness week. The social work staff honored other professionals in the County who work closely with the department to aide in the protection of children; specifically, the juvenile and domestic relations court staff, the Commonwealth Attorney's office, Animal Control, Guardian ad litems, School Resource Officers, Law Enforcement investigators, and the dispatchers with the Sheriff's Department. Fifteen trays of homemade cookies were delivered to these colleagues in the community. Additionally, staff participated in a candlelight vigil to honor victims of domestic violence and a meeting of interested citizens who are concerned about the high incidence of teenage driving fatalities in the community. Staff also placed pinwheels on the lawn of the Botetourt building for each victim of child and adult abuse in Gloucester County in the past year.

### **CHILD PROTECTIVE SERVICE APPEALS**

The Director of Social Services is in the process of conducting the first stage of the Child Protective Service appeal process for appellants who have requested an appeal of the Child Protective Service finding made against them. Appeals hearings must be set, conducted, and a decision made with notification to the appellant no later than 45 days of their request. When criminal charges are pending, appellant's rights to appeal are stayed. Recently, a large number of those situations resulted in appeals being scheduled.

### **CLEAN COMMUNIQUÉ**

The online version of the Spring issue of the Clean Community "Clean Communiqué" may be viewed at: <http://www.gloucesterva.info/clean/CleanCommuniquestspring2010.pdf>

### **CLEAN COMMUNITY COMMITTEE DISCUSSION ON MANDATORY WASTE COLLECTION IN NEW DEVELOPMENTS**

The Gazette Journal published an article on the discussion at a recent Clean Community Advisory Committee meeting on providing waste collection services in new developments through the homeowner's association. The committee plans to discuss this idea with appropriate staff to assess its merits and issues.

### **COMMONWEALTH TRANSPORTATION BOARD**

A letter was sent by Board Chair Theberge, on behalf of the County, to Governor McDonnell recommending the reappointment of Ms. Mary Lee Carter as the Fredericksburg District representative to the Commonwealth Transportation Board. Gloucester County is part of VDOT's Fredericksburg District service area.

### **COMMONWEALTH TRANSPORTATION BOARD MEMBER MEETING FOLLOW-UP**

As a result of a meeting between the County Administrator and the Board Chair with Ms. Mary Lee Carter of the Commonwealth Transportation Board (CTB) and several VDOT representatives, VDOT's Fredericksburg District offered to have one of the Fredericksburg District Planners attend the HRTTAC or Hampton Roads Transportation Planning Organization (HRTPO) meetings. Gloucester staff currently receives very little backup from the Fredericksburg VDOT office staff on matters related to the HRTPO meetings, as all other localities in the HRTPO are served out of a different VDOT district office. Based on

the discussion between Gloucester staff and VDOT, we will try to work out a reasonable system for the Fredericksburg District to be more involved in working with Gloucester on TPO issues to insure that Gloucester is adequately represented on the TPO by the VDOT staff responsible for our roads.

### **COMMUNICATIONS/DISPATCH UPGRADE**

The Director of Public Works reports that the complexities of deploying our system during the rebanding process continue to exacerbate an otherwise difficult process. He learned this month that some of the frequencies assigned to our system via an STA (Special Temporary Authority) by the FCC, as coordinated by the Region 42 planning committee (public safety planning committee appointed to coordinate sharing of frequencies in lower VA), need to be changed due to potential conflicts with localities in the Richmond Area. The STA was required due to the rebanding process, which froze the issuance of all permanent licenses during what was supposed to be its one year duration. The sole intent of Region 42's involvement is to avoid conflicts, which for reasons that are not clear right now, was not accomplished. Fortunately, the potential conflict was identified prior to actually causing a conflict/interference. We are working with APCO (Association of Public-Safety Communications Officials) and Region 42 personnel to identify replacement frequencies. We believe this FCC licensing setback has been resolved in principal and the formalities of the follow-up paperwork are now underway which will culminate with a Region 42 meeting in May. Resolution of this issue eliminates a major variable with respect to our cutover schedule. Staff will now work to hammer out a definitive schedule.

### **COMPREHENSIVE PLAN UPDATE**

Planning Department staff has been reviewing the Natural Resources Chapter of our Comprehensive Plan update that has been drafted by the Hampton Roads Planning District Commission (HRPDC) staff, and provided comments to HRPDC staff. The Steering Committee (SC) adopted a Vision Statement that was developed by staff with input from the SC at the previous meeting. This Vision Statement and other materials will be available on the Planning Department's website. The SC discussed the draft Natural Resources Chapter and the Transportation Chapters. Designation of the Urban Development Areas (UDA's) for this Comp Plan was also discussed, and two UDA's were initially identified. A third potential UDA was discussed based on the long range plans for the schools and industrial park expansion. More analysis is needed to determine whether the third UDA complies with the criteria outlined in the State Code, however the discussion resulted in some important planning considerations for the long term future. The SC also reviewed the future schedule and discussed public meetings, tentatively planned for some time in June or July.

### **COMPREHENSIVE SERVICES ACT (CSA) SUPPLEMENTAL REQUEST FOR STATE FUNDS FOR FY10**

The Comprehensive Services Act (CSA) Coordinator, the Director of Social Services, and the Administrative Services Manager gathered necessary data to finalize a request for additional State funding for the current fiscal year for Comprehensive Services Act cases. As the State allocation given at the beginning of the fiscal year was a reduction, additional State monies are necessary to cover the provision of CSA mandated services for special education youth, foster care youth, as well as mental health and court services CSA mandated youth.

### **CONSENT ORDER**

The Director of Public Utilities reports that equipment necessary for the re-monitoring of sewage flow required by the Department of Environmental Quality (DEQ) in order to comply with the EPA Special Order on Consent has been identified and ordered.

**CONTINGENCY FUND**

The 3<sup>rd</sup> quarter charges for unemployment costs are less than anticipated, which increases the balance in the County Administrator’s Contingency Fund. Unfortunately, Animal Control is incurring mandated expenses relating to animal cruelty cases, which weakens the amount available in the fund:

**FY 2010 County Administrator's Contingency Fund**

FY 2010 Adopted Budget Amount	\$	316,291
Estimated Employee Health Insurance Benefits	\$	(113,709)
Replacement of Beaverdam Park Boat Motor	\$	(2,900)
Jail Study for Occupancy Limits	\$	(12,800)
Estimated Unemployment Payment	\$	(33,798) Estimate
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)
Return COR Equipment	\$	1,500
FEMA Grant (Warranty Repairs)	\$	(300)
Furlough Days	\$	(91,686)
Broadband Study for Regional Grant (Round 2)	\$	(5,000)
Animal Control Court Cases	\$	<u>(13,202) Estimate</u>
Balance Remaining April 30, 2010	\$	20,368

**CORR STREET – COURTHOUSE ACCESS**

As we have received several suggestions that the access to the Courthouse area from Corr Street be opened to traffic, the County Administrator authorized the Director of Public Works to investigate the implications of that change. Previously, due to some concerns in that neighborhood, the County had agreed to close off that access. Through a cooperative effort with VDOT, we placed traffic monitoring devices at the entrance to determine the impact of the additional traffic coming from the Courthouse area onto Corr Street. The trial monitoring period for the access road to Corr St. from the courthouse complex was completed, and the County Administrator will make a decision regarding that access point once results and recommendations from the Director of Public Works have been reviewed. To date, the County has not received any calls or visits from concerned citizens.

**COX FRANCHISE AGREEMENT**

The County has received the response from COX regarding the Cox Franchise Agreement renewal, and is working with Community Ed, Schools Technology, and Information Technology to consider what equipment needs to be repaired or replaced. This process is part of the franchise agreement review and will include changes in technology and how this affects the franchise agreement when renewed.

**DAY FOR JARRETT PLAYGROUND**

According to the Director of Parks, Recreation, and Tourism, the additional pieces of equipment (swing set and climber) for the Day for Jarrett Playground were delivered this month, and installation will occur in a few weeks. The park staff is working on creating new handicapped parking spaces and will work with volunteers in the near future to install an accessible walkway to the playground.

### **DELINQUENT TAXES PROPERTY AUCTIONS**

The attorney who handles Gloucester's delinquent tax sales held an auction on March 17 in the Colonial Courthouse. Eleven properties were sold with the sales subject to approval by Judge Long.

### **DENIM FOR DONATIONS DAY**

Staff was given an opportunity to participate in Denim for Donations on Friday, April 30, to benefit Dream Catchers at the Cori Sikich Therapeutic Riding Center. Employees donated \$5 to the cause and earned the right to wear "work appropriate jeans". The employees really enjoyed supporting this worthy cause.

### **DENTAL CLINIC RESOLUTION**

A resolution honoring folks who participated in the dental clinic to serve citizens in Gloucester County was passed by the Board in April and will be presented at an upcoming meeting.

### **DERELICT BOATS ORDINANCE**

In April, the Board authorized the public hearing on the proposed ordinance allowing removal of derelict boats and other structures. Following public hearing at the May 4 Board meeting, this ordinance was passed by the Board.

### **DIGITAL PHOTO CLASS SPONSORED BY COMMUNITY EDUCATION**

Community Education sponsored a free digital photography class through the assistance of an interested community member. The class enrolled its maximum of 20 participants, with 20 more interested people on a waiting list if another class is offered.

### **DISASTER RECOVERY AND BACKUP**

The Department of Information Technology (DIT) continues to discuss with the EMC (the provider of the backup and disaster recovery application) representative outstanding issues with the Disaster Recovery and Backup application. The four projects include server hard drive space, network backups, email archiving, and document storage. The first two projects have been completed with outstanding items on each that are being addressed. The third project, email archiving, is in progress and will continue until we have archiving operational. Upon completion of archiving, we will work on document storage. This process has been going on for a very long time and DIT hopes to have a resolution by the end of June.

### **EARTH DAY RECOGNITION**

A variety of County employees participated in the County's Earth Day recognition this month. Employees were given the option to purchase (with their own funds) a t-shirt commemorating Earth Day, also marked with Gloucester County, and encouraged to wear them on Earth Day, Thursday, April 22.

### **ECONOMIC DEVELOPMENT AUTHORITY**

At the Economic Development Authority (EDA) meeting this month, Mr. Steve Cook from the Hampton Roads Economic Development Alliance and the Honorable Matthew James, President of the Peninsula Council for Workforce Development, updated the Authority on activities, accomplishments, and future endeavors. Additionally, the EDA adopted its Bylaws.

### **ECONOMIC DEVELOPMENT AUTHORITY SMALL BUSINESS COMMITTEE**

The members of the Small Business Committee of the Economic Development Authority met in April with the newly appointed Executive Director of the Gloucester County Chamber of Commerce. The Economic Development Director and staff were also in attendance. The meeting was to introduce to the EDA's Small Business Committee members to the new Director and to open dialogue on collaborative small business initiatives.

## **ELECTRICITY CONTRACT WITH DOMINION VA POWER**

This month, the Director of Public Works attended the annual meeting of the Virginia Energy Purchasing Governmental Association (VEPGA) (<http://www.vepga.org/>). Both the County and School Board are members. This association of Virginia localities and School Boards provides collective bargaining power for contracts with Dominion. Unlike residences and commercial users who have their rates set by the SEC, VEPGA negotiates special rate schedules and rates that best suit government uses. The latest contract is set to expire soon and contract negotiations are currently underway. Our current contract includes a fixed rate for electricity with an annually fixed rate for a fuel surcharge. The fuel surcharge for a given year is set both by forward-looking projections and any offsets from the previous year's projection as compared to actual. One point conveyed by Gloucester staff at the meeting was that during negotiations it would be beneficial to refine the time schedule when rates are set and distributed to localities for the upcoming fiscal year so that rates can be set in January or February to allow more accurate budgeting. The VEPGA negotiating team confirmed that they are discussing this concept with Dominion.

## **EMERGENCY COMMUNICATION CENTER (ECC) DESIGN WORK**

The Director of Public Works reports that a Purchase Order was issued this month to HVC Chenault Architects for preliminary Emergency Communications Center (ECC) design services. Use of this firm is possible through the use of a recently signed master services contract, which sets standard contractual terms and standard hourly fees for subsequently defined design projects. This firm has significant experience in this field, having designed York County's ECC. The preliminary design phase is anticipated to take approximately 45 days and result in two alternative designs (addition to existing law enforcement building and stand alone building). Our capital budget for the overall E911/Radio/Dispatch project already includes funding for the design and construction of the selected alternative. To design the ECC, a space program (what spaces are needed, how big they need to be, and what adjacencies are important) is developed and approved by the County, which will then be the basis of the floor plans. Work should be complete at or about the beginning of June. The Board was briefed on the status of this work at the April 20 Board meeting.

## **FEMA FLOOD MAPS/ORDINANCE REVISIONS**

The County Building Official and Codes Compliance Director met with State Department of Conservation and Recreation (DCR) Floodplain Program Engineer on the County Floodplain Ordinance and required adoption of the new FEMA FIRM maps which depict the various flood zones in the County. DCR Engineer Banks has provided a 'draft' review of our existing ordinance and outlined changes required by FEMA and DCR. Staff will be making necessary ordinance changes for discussion/consideration by the Board of Supervisors for the June meeting. Additionally, Staff is/will be preparing for other required steps for County adoption of the actual new FIRM map(s) and Public Notification. The new FIRM maps will be provided in digital format, with limited 'paper copies' to be available at the Codes Office. County Staff will be working to incorporate the new digital information into the GIS data base through our DIT folks.

## **FEMA HAZARD MITIGATION GRANTS**

Finance has been working with our FEMA Coordinator to pay all vendors as we prepare to close out the grants for Phase I and Phase II Isabel FEMA Hazard Mitigation Grants. We began this project in 2004, and we have spent approximately \$4.2 million as we elevated or purchased 41 properties for these two phases. These projects are accomplished with grants through federal and state sources, with the 5% match being paid by the homeowners.

## **FEMA PLANNING WORKSHOP DISCUSSION LEADER**

The Coordinator of Emergency Management attended the FEMA Planning Workshop that focused on the metropolitan areas across the Country for the regional catastrophic grant program. She represented both Gloucester County and Hampton Roads as one of the panelist leaders for the Mass Sheltering Session during

the workshop. The workshop focused on best practices and improvements to be made across the Nation for those Regions that participate in the program. The trip was funded through the grant.

**FINANCIAL ADVISOR**

The County issued a Request for Proposals (RFP) for financial advisory services, which were received in April. A County Administrator-appointed committee will review the proposals, interview qualifying companies, and make a recommendation for contracting services.

**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.

<b>Office</b>	<b>Position</b>	<b>Type</b>
<b>Frozen and Unfunded:</b>		
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
<b>Frozen and Funded:</b>		
Parks, Recreation, & Tourism	Park Ranger	FT
Codes Compliance	Permit Technician	FT
Purchasing	Buyer	FT
Parks, Recreation, & Tourism	Program Assistant	PT
Sheriff	Major	FT
Reassessment	Senior RE Appraiser	FT
Reassessment	RE Appraiser II	FT
Reassessment	RE Assessment Tech III	FT
Sheriff	Deputy Corrections	FT

**GLOUCESTER BUSINESS PARK**

The Economic Development Authority (EDA) continues to receive reimbursements through the City of Newport News from the Governor’s Transportation Opportunity Fund for the Canon/IRT Expansions. The agreement with Dominion Power to energize the Gloucester Business Park sign was received this week and will be approved at the April 27 Economic Development Authority (EDA) meeting.

**GLOUCESTER INSTITUTE APPLICATION FOR TAX EXEMPTION**

The previously received application from The Gloucester Institute for consideration for tax exemption was presented at the May 4 Board meeting, following the required public hearing. The Board passed the ordinance granting The Gloucester Institute exemption from local real estate taxation.

## **GLOUCESTER RESOURCE COUNCIL PROPOSED BUDGET PRESENTATION**

At the request of the Gloucester Resource Council (GRC), the County Administrator attended the April meeting of the GRC to make a brief presentation of the proposed FY 10-11 Budget. After the presentation, she stayed for questions, and encouraged the members to speak at the upcoming budget public hearing about matters of concern to them in the proposed budget – not just things they are opposed to, but items which they support -- so that the Board of Supervisors can take into consideration all points of view.

## **GO GREEN GLOUCESTER ADVISORY COMMITTEE**

The Go Green Gloucester Advisory Committee held their regularly scheduled meeting on April 27. The committee discussed the reports of the three subcommittees: Government/Public, Private Commercial & Residential, and Natural Environment. The group will continue to prioritize the short and long term goals during the next month and prepare to propose action(s) on the short term goals at the May meeting. The group discussed its role as an advisory committee of the Board of Supervisors. The topic of the committee writing the wind ordinance was also discussed. The group decided not to take any formal action with respect to a majority opinion expressing a desire to write the code (or not) until the County Administrator reports back to the Board at one of their future meetings.

## **GREAT AMERICAN CLEAN-UP**

The promotion of the Great American Cleanup (GAC) in Gloucester is working well. The GAC event runs March 1 - May 31. There is an increase in the number of participants, hours, and amount of litter removed from Gloucester roadways from last year.

<b>Year</b>	<b># of Cleanups</b>	<b># of Volunteers</b>	<b># of Volunteer Hours</b>	<b># of Bags Removed</b>
2010	16	264	800	419
2009	17	186	366	373

## **GREATER PENINSULA WORKFORCE DEVELOPMENT SUMMER YOUTH PROGRAM**

There is a good likelihood that Gloucester County may receive some funding for a Workforce Summer Youth Employment Program. The Assistant County Administrator is working with the schools to pursue funding for this opportunity for Gloucester youth.

## **GUINEA ROAD CONVENIENCE CENTER**

Last August, Waste Management committed to making improvements to the brush receiving area of the Guinea Road Convenience Center before the end of the first quarter of 2010. To this end, a new reinforced concrete pad was constructed last month along the west end of the wall. This allows several additional brush boxes to be positioned below the wall to improve customer service.

## **HAMPTON ROADS ECONOMIC DEVELOPMENT ALLIANCE (HREDA)**

The Director of Economic Development attended a quarterly breakfast with the Hampton Roads Economic Development Alliance (HREDA) and the Virginia Economic Development Partnership in Richmond in April. The emphasis of the meeting was alternative energy activities at the state and local levels. The Partnership is very involved in working with companies that would be central to any electrical generation through off-shore wind production. The region is involved through such activities as the Virginia Coastal Energy Research Consortium (VCERC) and the Virginia Offshore Wind Coalition. VIMS is doing its part through its modeling and simulation activities regarding wind-related derived parameters. The VIMS research is mainly focused on emergency evacuation, however the modeling has great potential in helping to define off-shore wind potentials.

### **HAMPTON ROADS INTERAGENCY CONSULTATION GROUP (ICG) MEETING**

The Planning Director attended the Hampton Roads Interagency Consultation Group (ICG) Meeting, which is required by law to make recommendation on air quality conformance for projects in the Long Range Plan (LRP) and the Transportation Improvement Plan (TIP). A presentation on Methodology and Assumptions was provided, and the group provided direction as to what procedures should be used. A new air quality model has been developed and will be used to evaluate conformity on the projects in the LRP and TIP. The group will meet again upon the completion of the conformity analysis.

### **HAMPTON ROADS TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)**

At the regular Hampton Roads Transportation Technical Advisory Committee (TTAC) meeting, the Planning Director reports that there was discussion regarding a joint application by the HRTPO and the Hampton Roads Planning District Commission (HRPDC) for a federal grant through the Department of Housing and Urban Development (HUD) through the Sustainable Communities Planning Grant Program to “support multi-jurisdictional regional planning efforts that integrate housing, economic development, and transportation decision-making in a manner that empowers jurisdictions to consider the interdependent challenges of economic growth, social equity, and environmental impact simultaneously.” The application proposal is to draft a regional development framework to improve the regional integration of local plans, accounting for initiatives within different livability areas including transportation, housing, environment, land use, and other applicable areas of interest. Also discussed was identifying sources of funding from the Norfolk Light Rail Transit Project by potentially using unobligated RSTP funds for the Light Rail Project. VDOT will provide localities with a list of unobligated funds and this will be discussed at a future meeting. A list of potential projects for the 2034 Long Range Plan was distributed for review. Gloucester’s widening of Route 17 from four lanes to six lanes between Gloucester Point and Main Street and between Main Street and Ark Road are the only Gloucester projects on the list as potential Highway Projects. Due to the fiscal constraints and the regionally significant criteria for the Long Range Plan, it is unlikely that this project will be funded in the 2034 plan. Several other regional topics were discussed, including an overview of Hampton Roads Passenger Rail Initiatives. The agenda and the back-up materials are available on the HRTPO’s website - HRTPO.org.

### **HAMPTON ROADS VISION REGIONAL DAY BREAKFAST AND DECLARATION OF INTERDEPENDENCE**

The Board passed the “Declaration of Interdependence,” which Board Chair Theberge affirmed at the Hampton Roads Vision Regional Day Breakfast Meeting on May 6 in Chesapeake. Also in attendance at the event were Supervisor Rilee and the County Administrator.

### **HAZARDOUS COMMUNICATIONS TRAINING**

The Safety Team has identified Animal Control, Buildings and Grounds, Parks and Recreation, and Public Utilities as those departments required to complete the Hazardous Communication training through the BLR on-line program. Employees who need to complete the training were notified. Human Resources staff is monitoring employees’ progress and updating appropriate records. Employees had until April 30 to complete the training.

### **HEALTH CARE REFORM**

Health Care Reform became law on Tuesday, March 23, 2010. Human Resources staff and the County’s health and welfare benefit consultants, KSPH, LLC, are assessing how this new law and its many requirements will affect employees and our group health insurance program. Updates will be provided periodically.

### **HEALTH DEPARTMENT AGREEMENT WITH GLOUCESTER COUNTY**

The Board approved the Statement of Agreement (standard) for July 1, 2009 through June 30, 2010 with the Gloucester Health Department. The agreement outlines services to be provided by the Health Department to

County citizens and the amount of the County's budgetary support for the period. The agreement has been executed and forwarded.

### **HEALTH DEPARTMENT AT MAIN STREET CENTER**

As a follow up to coordination by the Director of Public Works, work began in April to fix the exhaust fan controls and rebalance the HVAC system serving the current Health Department. This work schedule was coordinated with VDH staff to avoid potential confidentiality issues.

### **HEALTH DEPARTMENT STAFF PART OF "BEST" COLLABORATIVE TEAM EFFORT**

Several staff members at the Three Rivers Health District joined Health Resources and Services Administration (HRSA) staff to participate in the first safety net health care provider track at the American Pharmacist Association (APhA) Conference. As part of the Eastern Virginia Medical School (EVMS) Patient Safety and Clinical Pharmacy Services team, staff presented a poster and guidebook entitled "Planning and Implementing a Successful Collaborative in a Rural Area - How the Eastern Virginia Medical School (EVMS) Patient Safety and Clinical Pharmacy Services Collaborative is Changing Pharmacy Services in Eastern Virginia." They also provided an overview of the process and outcomes of the collaborative, which is part of HRSA's national effort to improve health outcomes and safety for indigent patients. With funding provided by DDP through Ryan White Part B dollars, the collaborative has been providing services at the Gloucester County Health Department since October 2008 and the Eastern Shore Health District since October 2009. At the conclusion of the poster session, the EVMS PSPC Collaborative was designated by APhA participants as the 'Best Inter-Disciplinary Team'."

### **HIGH SPEED & INTERCITY PASSENGER RAIL (HSIPR) STEERING COMMITTEE**

The Planning Director attended the meeting of the High Speed & Intercity Passenger Rail (HSIPR) Steering Committee at the Hampton Roads Planning District Commission (HRPDC). The HSIPR is an important component of the Transit Vision Plan for Hampton Roads.

### **HOUSEHOLD HARMFUL WASTE COLLECTION**

The Household Harmful Waste Collection was held on April 17 at the Middle Peninsula Landfill and Recycling Facility in Glens and was sponsored jointly by Waste Management and Clean Community.

### **ICMA DEPARTMENT/AGENCY HEAD TRAINING**

The International City/County Management Association (ICMA) University webconference "Stop the Drama: Shifting Office Politics to Develop Healthy Working Relationships" was viewed on April 1 by a number of Department Directors and supervisors. As an added bonus, the webconference was available for viewing by other employees or groups of employees for a period of 30 days at no additional cost. Because of the County Administrator's membership in ICMA, this training was available at a fixed cost with no limit to the number of participating employees.

### **IMPROVISED EXPLOSIVE DEVICE CLASS**

The Emergency Management Coordinator participated in the Improvised Explosive Device (IED) class taught by the FBI. The class focused on IED's, weapons of mass destruction, and drug labs. The classroom session was followed by an outdoor session where the materials that were being discussed were actually blown up.

### **INMATE WORK CREW**

The Sheriff's Department has restarted the inmate work program and conducted yard maintenance at the water treatment plant. Their work is appreciated and allows the plant operators to assist with maintenance instead of cutting grass, etc. The inmates did a great job and should be recognized for their good work.

### **INTERGOVERNMENTAL PERSONNEL ADVISORY COMMITTEE (IPAC)**

Human Resources Department staff attended the regional Intergovernmental Personnel Advisory Committee (IPAC) meeting in April. IPAC is an association of human resource personnel from regional local governments and sanitation districts who meet on a regular basis every other month to discuss compensation, benefits, and other human resource related issues. The group also spends time at each meeting tweaking data matches in the Virginia Institute of Government's Compensation Salary System to ensure data integrity. Topics discussed this month were services or benefits being eliminated or reduced due to budget cuts, layoffs, furloughs, health insurance premiums, salary increases, and proposed changes to the Virginia Retirement System. None of the localities in attendance had adopted their budgets, but it was generally accepted that no pay increases were expected and some of the larger localities indicated layoffs were likely. Final budget outcomes will be discussed at the June meeting.

### **IT DEPARTMENT STAFFING AND AREAS OF RESPONSIBILITIES REVIEW TO UNFREEZE PENTAMATION POSITION**

At the request of the County Administrator, after reviewing all areas of responsibilities and reassigned tasks, the Director of Information Technology worked with the Human Resources Director to redefine a position that would be familiar with all applications. DIT advertised for an Application Integration Coordinator. The application process closed this month, and interviews will start soon.

### **JOHN CLAYTON EXHIBIT**

Per the Director of Parks, Recreation, and Tourism, a special event recognizing an expanded John Clayton Exhibit was held on April 24. A total of thirty-seven people attend two lectures (2:00 p.m. and 7:00 p.m.). More than 50 people stopped by to see the exhibit. The new exhibit was created by volunteers, Robert and Lisa Harper. Robert Harper also provided the lecture about the County's former Clerk of the Court.

### **LANDFILL – MONITORING OF OLD COUNTY LANDFILL**

After years of following established monitoring protocol incorporated into our existing Department of Environmental Quality (DEQ) approved "Landfill Gas Monitoring Plan", the DEQ has requested that we modify that portion of our permit document to incorporate more modern monitoring methods. We are working with DEQ to assure them that conditions at and surrounding our old landfill are, and will continue to be, safe.

### **LIBRARY HIGHLIGHTS**

The Chairman of the Library Board of Trustees, along with his Publicity Chairperson, presented a quarterly report to the Board of Supervisors. The Daily Press featured one of the library's long-time, dependable volunteers. The advanced bridge lessons wrapped up this month. The winning entry for the Daffodil Parade is now featured in a video on the library's web site. April was National Poetry Month and there was a nice display of poetry books suitable for Teens in the front of the Library. The Chair of the Board of Trustees spoke at the budget public hearing to thank the Board of Supervisors for their continued support of the Library system. Our bookmobile driver was featured on the local radio station 99.1. A group of school children had a special story time and tour of the library in honor of National Library Week. The winning bookmarks from the contest held for National Library week were displayed and copies made available to patrons. The Library marked Earth Day by distributing live trees to children. These children entered into a contract with the Library, agreeing to plant, water, and nurture these trees. Smokey the Bear kicked off the program with the story time children. The Friends of the Library held a semi-annual book sale this month. Babygarten and guitar hero were offered this month. Codes Compliance, Walter Reed Garden Club, The Free Clinic, and the U.S. Postal Service all utilized our facility. The Virginia Employment Commission (VEC) continues to assist patrons twice a week. Pictures for a special Library Snapshot of Virginia were posted on the library's home page. It will become part of a larger, all-Virginia project. The Earth Day and ecology month displays have been replaced by the Military Month display -- the Wall of Honor -- on display in the front of the library with pictures of local service people, past and present.

### **LIBRARY STAFF HONORS VOLUNTEERS**

The Library staff hosted a lovely Volunteer Recognition Dinner on April 18 to honor their volunteers and officers of the “Friends of the Library” for another year of dedicated service to the Gloucester Public Library System.

### **LONG RANGE TRANSPORTATION PLAN SUBCOMMITTEE**

The Planning Director attended the Hampton Roads Transportation Planning Organization’s (HRTPO) 2034 Long Range Transportation Plan (LRTP) Subcommittee meeting. This committee discussed the types of projects that should be included in the plan, focusing on whether studies, or preliminary engineering (PE) projects, should be included or only construction projects. The need to determine the feasibility of projects to solve existing problems and determine the best solution was noted as a reason to include PE projects in the plan. The subcommittee decided to include 5% of non-construction (PE) projects in the Long Range Plan. The group also discussed the need to have a list of projects that could be completed if funding became available and to have these projects prioritized ahead of time. The subcommittee will meet again in June.

### **MENTAL HEALTH SERVICES TRAINING FUNDED BY MEDICAID**

A full day of training was held for vendors, Family Assessment and Planning Teams, and Community Policy and Management Teams. The focus was to educate those in attendance of all of the mental health services funded under Medicaid, as well as the eligibility criteria and the documentation necessary to obtain funding. This is crucial for our County to understand in order to ensure use of all Medicaid monies prior to Comprehensive Service Act funding being authorized.

### **MIDDLE PENINSULA DISABILITY SERVICES BOARD WORKSHOP**

Representatives from Human Resources and Parks, Recreation and Tourism Departments attended the Middle Peninsula disability employment workshop featuring speaker Lisa Zahralddin from the Virginia Department of Rehabilitative Services (DRS). The program focused on the services DRS provides to individuals with disabilities and to employers. DRS assists employers by screening clients so only qualified candidates are referred and can also provide assistance with accommodations that may be needed in the workplace and training or retraining needs. Information about organizations and websites providing assistance with questions regarding hiring disabled individuals was shared with those in attendance. The Middle Peninsula Disability Services Board is looking for localities and employers to participate in an ‘Intern Day’ to be held this summer, where participating localities/employers would be matched with a disabled individual(s) to intern for a day. There is no cost to participate and no obligation to permanently hire the individual. Additional details about this opportunity are being gathered.

### **MIDDLE PENINSULA EMERGENCY MANAGERS QUARTERLY MEETING**

The Emergency Management Coordinator, Emily Ashley, attended the quarterly meeting for Middle Peninsula and Northern Neck Emergency Managers. The meeting covered interoperability questions from Constance McGeorge with the Office of Commonwealth Preparedness.

### **MIDDLE PENINSULA LEAGUE OF VOTERS ORGANIZATION**

At the request of that organization, the Director of Social Services spoke jointly with the Mathews County Social Services Director at a recent meeting of the Middle Peninsula League of Voters (formerly the Middle Peninsula League of Women Voters) on the history of social services, the programs administered, the challenges faced, the current workload, the agency budget, and the relationship to the local government.

### **MIDDLE PENINSULA PLANNING DISTRICT COMMISSION MEETING (MPPDC)**

At this month’s meeting of the Middle Peninsula Planning District Commission (MPPDC):

- Members heard a presentation from Janit Llewellyn from the Department of Conservation and Recreation about the state park planned for Gloucester County. At this point, DCR has conducted one public meeting, which was reported to be well attended and productive. Members of the

commission were surveyed about elements desirable to be in the park (e.g., walking trails, horseback riding, swimming, cabins, campsites, etc.).

- The region received a \$250,000 grant award for onsite treatment and disposal systems repair for twenty homes. These funds will be used to repair/replace failing septic systems in the region.
- The region received \$676,800 in an Energy Efficiency and Conservation Block Grant. These funds will fund energy efficiency and conservation weatherization program improvements for twelve houses per locality in the Planning District.

### **MIDDLE PENINSULA REGIONAL AIRPORT AUTHORITY**

The Director of Economic Development attended his first Regional Airport Authority meeting as the Gloucester representative. There were updates on a number of operational matters, such as the lightning damage to the Airport Weather Observation System, which is being repaired with the majority of the cost (\$4,800 of \$5,000) being covered through the Department of Aviation. A letter was prepared for the County Administrator's signature acknowledging the \$6,865.00 credit to Gloucester County contributions to the Airport for FY2011. This adjustment has been made in the proposed budget figures because not all member localities paid their full contribution amount in the prior fiscal year. Those localities which did were given a credit.

### **MIDDLE PENINSULA REGIONAL HOUSING, TRANSPORTATION AND EMPLOYMENT SERVICES LINK GRANT APPLICATION**

The Administration Office, under the County Administrator's signature, provided a letter of support as a member of the Middle Peninsula Disability Services Board, to submit an application to the Virginia Board for People with Disabilities seeking funding to better coordinate transportation, housing, and employment on behalf of our citizens who have developmental disabilities and rely on such services for their daily needs.

### **MITIGATION BEST PRACTICES**

The County's FEMA Hazard Mitigation Grant Coordinator represented Gloucester County at the Middle Peninsula Planning District Commission Mitigation Plan meeting, giving a presentation on the successful mitigation programs in which the County has participated and encouraging other localities to support such programs and projects.

### **MITIGATION PLAN UPDATE**

The Emergency Management Coordinator participated in the mitigation plan update through the Middle Peninsula Planning District Commission. The meeting led to a finalization of hazards in the region and staff is taking steps to address mitigation strategies in each locality.

### **MUSEUM VOLUNTEER DOCENTS RECOGNIZED**

The Gloucester Museum of History Director recognized the dedicated core of Museum docents with an appreciation luncheon this month. The "Friends of the Museum" funded the event with other contributions being made. For the second year, the luncheon was held at a private home of citizens who graciously offered to host the event.

### **NACO INVITATION**

The National Association of Counties (NACo) invited Gloucester County to participate in a plan sponsor review of its Deferred Compensation program at the headquarters of program administrator, Nationwide Retirement Solutions, in Dublin, Ohio, in early May. A member of the Human Resource staff will attend at no cost to the County, as NACo is paying for all expenses associated with the trip.

### **NATIONAL COUNTY GOVERNMENT MONTH AND JOB SHADOW DAY**

Gloucester County participated in National County Government Month (NCGM) throughout the month of April. The Board passed a resolution at the April 6 meeting declaring April National County Government

Month. An article was featured in an issue of the Gloucester-Mathews Gazette Journal and a radio interview conducted by the County's Emergency Management Coordinator, who is coordinating the County's participation in this NACo sponsored event. Gloucester County participated as a "Healthy County" and County staff held a shadow day on April 22. Twenty-nine students from Page Middle School and Peasley Middle School participated in Job Shadowing Day. These students shadowed eighteen staff members, including many Department Directors and Constitutional Officers: County Administrator, Assistant County Administrator, Information Technology, Sheriff, Library, Public Utilities, Water Treatment Plant, Parks, Recreation, and Tourism, Emergency Management, Health Department, Finance Department, Treasurer, and E911. Some Department Directors and Constitutional Officers were unavailable due to schedule or work load issues. Staff met with the students in a group at the Colonial Courthouse, where the County Administrator gave them some summary remarks about local government, then sent them off with County staff. Students shadowed staff from 8:30 to 1:30, when we returned them to the Colonial Courthouse to board buses and return to school. County staff treated their students to lunch (with personal funds). It was a very nice group of students, and by all reports, both the students and the staff enjoyed the experience. We hope to continue this program in future years. In addition, Gloucester County was highlighted on the NACO website for participation in National County Government Month. The link to the highlight is:

<http://www.naco.org/Template.cfm?Section=Publications&template=/ContentManagement/ContentDisplay.cfm&ContentID=33392>

### **NATIONAL RECOGNITION FOR NATIONAL PREPAREDNESS MONTH**

Gloucester County Emergency Management was recognized by FEMA Region III as one of only seven counties in the entire state for their participation to promote awareness of disasters and emergency management during National Preparedness Month in September, 2009.

### **NEW HIRES**

New hires reported for this month:

- Ashland Burch - Domestic Violence Advocate, effective April 12, 2010.

### **NO WAKE ORDINANCE**

At the April 6 Board of Supervisors meeting, the proposed No Wake Ordinance was approved by the Board for public hearing. Following the public hearing held at the May 4 Board meeting, this ordinance was adopted and the County Administrator was authorized to enact related administrative policies.

### **PETSWORTH PARTNERS AND FULL SERVICE SCHOOL**

The Petsworth Partners mentoring group celebrated Earth Day by weeding/clearing a flower bed and planting flowers before attending a Gloucester High School play, "Fiddler on the Roof." Nine students and five mentors participated.

### **PRIVATE SEPTIC SYSTEMS**

The Director of Public Utilities reports that discussions were held with the Virginia Department of Health (VDH) concerning failing systems and methods to assist in connecting to the public system. Bay Aging appears to be willing to act as the contact point for South East Regional Community Assistance Project, which can provide grants or aids directly to low income households. This is a possible way to get failing systems for households which qualify connected to public sewer.

### **PROCESS IMPROVEMENT – HUMAN RESOURCE DEPARTMENTAL EXPENDITURE TRACKING**

Human Resources staff completed the transformation of the department's bookkeeping process to "semi-paperless". Instead of maintaining paper copies of invoices, payment vouchers, budget transfers, etc., these items are now scanned and the resulting PDF document is linked to individual expenditure entries in an

Excel workbook used to track the department’s overall budget. This process improvement saves staff time and provides easier online access and review of departmental expenditures.

**PROJECTOR IN COLONIAL COURTHOUSE.**

Department of Information Technology Staff worked on securing a new projector after problems at a recent Board meeting when the projector failed. DIT staff worked to find the problem, fix it, and order replacement parts.

**PROVIDENCE BAPTIST CHURCH SEWER EXTENSION**

The Public Utilities Department did not receive the necessary easements for the proposed Providence Baptist Church sewer extension by the April deadline set by the Board of Supervisors. Consequently, the Board took action at the May 4 meeting to remove that project from the capital projects list for the Public Utilities Department.

**PUBLIC SAFETY MEETING**

The Sheriff, Gloucester Volunteer Fire and Rescue Chief, Abington Volunteer Fire and Rescue Chief, and the Emergency Management Coordinator met to discuss common interests of public safety in the County. A result from the meeting will be to pursue grant funds to assist with outreach to citizens in the community that suffer from dementia and Alzheimer’s.

**PUBLIC UTILITIES DEPARTMENT FINANCES**

Discussions were held with the Finance Department and the County’s financial advisor regarding long-term solutions to the financial issues facing the Utilities Department. Staff advised the Board of the expected budget shortfall at the May 4 Board meeting.

**REASSESSMENT**

The Department of Information Technology provided support for many requests for data and mapping as necessary in support of the reassessment. Also tasks were completed involving moving data and managing backups. The Real Estate Assessment and Information Technology Departments completed work in support of the land book process so that Commissioner of the Revenue staff can complete its required work to produce the Land Book.

**RECREATIONAL VEHICLES (RV) AND BOATS TAX RATES**

As directed by the Board at a recent meeting, information related to tax rates for RVs, boats, and other personal property will be presented at a meeting later in the year, as rates were already adopted for 2010.

**RECRUITMENT**

<b>Snapshot for Week Ending April 30, 2010</b>			
<b>Position</b>	<b>Department</b>	<b>Closing Date</b>	<b>Status</b>
Maintenance Specialist	Buildings & Grounds	4/30/2010	Recruiting
Director of Library Services	Library	5/14/2010	Recruiting
Part-time Custodian	Buildings & Grounds	Open til filled	Recruiting
Concession Attendant	Parks, Recreation & Tourism	Open til filled	Recruiting, Screening
Park Attendant	Parks, Recreation & Tourism	Open til filled	Recruiting, Filled 2 of 3 positions
Park Aide	Parks, Recreation & Tourism	4/2/2010	Interviewing

Application Integration Coord	Dept of Info Technology	4/14/2010	Screening
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Visit us on the web at [www.gloucesterva.jobs](http://www.gloucesterva.jobs).

**RED CROSS DAMAGE ASSESSMENT COURSE**

Emergency Management worked with the York/Poquoson Red Cross to host a Damage Assessment Class geared towards Gloucester’s CERT members. The course will be beneficial after a disaster to have more people be able to properly assess damage.

**REGIONAL REASSESSMENT DISCUSSION**

Several counties in the Middle Peninsula Planning District have been discussing, for apparently years, the prospect of a regional reassessment. Gloucester has not been involved in those discussions recently, since the County had already embarked on our own internal reassessment process. The discussions those managers have had over the past year and a half have not come to fruition, and we discussed at a recent regional managers’ meeting whether Gloucester performing those services on a regional basis was a possibility. Staff met with the County Administrators to discuss the potential for regional reassessment. After considerable discussion, including a honest discussion about where we are in our own reassessment process, it was agreed that we could not form an immediate regional approach out of Gloucester, but that after we have gotten our own internal process more ironed out and after they’ve done their more pressing immediate general reassessment, it might be worth discussing again at a later date.

**ROUTE 17 IMPROVEMENT PROJECT**

Work has begun on the installation of the new potable water line along the southbound side of Route 17 at Gloucester Point.

**RURAL ADDITIONS**

Planning Department staff prepared a letter based on a template provided by the County Attorney to send to the property owners along Meredith Drive indicating what needs to be completed for dedication of the right of way in order for the road to be considered for improvements under the Rural Additions program. These letters were sent out in April and give the property owners until July 1, 2010 to reply as to whether or not they will pursue dedication of the right of way in order for the road to be considered in the program. As part of this application process, Planning Department staff began working on developing a new policy and procedure for Rural Additions to reflect changes in the County’s and State’s requirements for them. Based on the Board’s direction at their April 6 meeting, staff will revise the process, continue to accept applications for roads to be taken into the system, and track when the applications are received in order for the Board to be able to prioritize potential roads in the future. Research on the existing files and applications received previously will be put on the back burner as a future project or an intern project, as the Board “froze” the list at the current nine roads.

**SAFETY TEAM**

The County Administrator’s Safety Team reviewed workplace injuries that had occurred since the last meeting and determined all were minor in nature. If warranted, follow-up with the department/agency head or supervisory personnel will be initiated.

**SANITARY DISTRICT #1 BOUNDARY AND NEW PARCELS AFFECTED BY THE BOUNDARY**

The GIS staff took the official boundary drawing of Sanitary District #1 from 1984 and incorporated the boundary in the GIS mapping. After that task, staff created a list of parcels inside the district and ones partially inside. Information was sent to the Commissioner of the Revenue for inclusion for the tax rates for the additional parcels that are affected by the Sanitary District.

### **SAWGRASS POINTE AREA SEWER EXTENSION**

The Director of Public Utilities reports that Bay Design has started the design of the extension to the Sawgrass Pointe area. The field surveys for the Sawgrass Pointe Area Sewer Extension Project were completed this month.

### **SCHOOL BOARD MEETING LOCATION CHANGE**

The School Board is being displaced from the Colonial Courthouse on June 8 due to a Republican Congressional Primary. The Colonial Courthouse is the official absentee voting precinct and must be made available to the registrar that day between 5:00 am and 9:00 pm. We have been tracking this for a while, but just learned officially this month that the primary will be held and the space will be needed. Our facility use policy gives priority to the BOS then the School Board, but in reality once set up as a voting precinct, the Registrar takes top billing. The School Board has announced the relocation of its meeting to T. C. Walker Elementary School.

### **SEASONAL PARK EMPLOYEES**

The Parks, Recreation, and Tourism Department is interviewing and hiring for seasonal concession attendants and park aides to work at Gloucester Point Beach. Park aides are also being interviewed for working at Beaverdam Park.

### **SECONDARY ROAD PLAN**

The public hearing on the proposed Secondary Road Plan was held in April. The Board requested that the decision on the list be postponed to the May 4 Board meeting to allow sufficient time for the Board members to consider recommendations by Marcie Parker, VDOT Resident Engineer, that the Board incorporate roads from the Rural Rustic Roads list in the County's plan, as there is insufficient funding available now and over the upcoming years of the plan, to fund the more expensive secondary road projects. At the May 4 Board meeting, the Board voted to include the following roads in the Secondary Road Plan: Willis Road, Salem Church Road, Zack Road, Schley Lane, George Lane, and Cross Road.

### **SENIOR CENTER ANNEX ROOF REPLACEMENT & BATHROOM INSTALL**

The Director of Public Works reports that new ADA bathroom in the Senior Center Annex is complete, the railing for the front ramp to the building was rebuilt to meet ADA standards requiring a "graspable" surface, and new ADA compatible hand rails were installed on both the front (preexisting) and rear (new) ramps to the building. Buildings and Grounds will install a ductless/wall mounted air conditioner that we have had in storage to replace the window unit that previously served the building. Courthouse Construction has done a good job coordinating efforts with the County. Together, we are getting the most work/upgrade for our fixed budget. . The interior of the entire building was painted and new carpet installed. A Main Street Preservation Trust representative hand delivered a check for \$25,000 paying their commitment in full to the County. We are working now with the Trust to confirm that window replacement is a suitable use of their donated funds. We expect to complete the project soon. Staff is working with the Main Street Preservation Trust to arrange a ribbon cutting.

### **SEPARATIONS**

Separations reported:

- Larry Ringer, Real Estate Appraiser II, resigned effective April 30, 2010
- Jill Smith, Real Estate Assessment Technician III, resigned effective April 30, 2010

### **SEPTIC TANK PUMPOUT**

Following discussion at a Board meeting, the Director of Codes Compliance reported that it is the Codes Compliance office which sends out the notification to property owners that it is time for their septic tank pumpout, as required by law. The 2010 round of notifications will be sent soon.

### **SHELTER MANAGEMENT TRAINING**

Each May, Social Services Department staff are provided with group training on the duties associated with shelter management should the agency be called upon to open a shelter. The training format is being revised in order to capture the trainees' attention to an otherwise mundane training.

### **SOCIAL SERVICES ADMINISTRATIVE STAFF REVIEW PHYSICAL FACILITY SECURITY MEASURES FOR THE DEPARTMENT**

A review of best practices to assure staff safety and the security of the building was held with the Social Services supervisory staff to ensure that all possible safety measures are in place to protect staff and the citizens that visit our building. Ideas were solicited and plans for implementation were made.

### **SOCIAL SERVICES BUDGET**

The Director of Social Services has received preliminary budget guidance regarding programs and administrative budget lines that identified potential changes to State allocation formulas and local matches, if Federal monies are not forthcoming. This information is being evaluated and consultation is occurring with the County Finance Director. Further State budget information is anticipated in early May.

### **SOCIAL SERVICES DIRECTOR AND STAFF ATTEND TRAININGS AND REGIONAL MEETINGS**

The Social Services Director participated in an Executive Committee and Board meeting of the Virginia League of Social Services Directors, representing PD 18, as Chair of the League's Budget committee, and as a member of the Comprehensive Services Act committee. Child Welfare Supervisors attended a state sponsored training on the new State Child Welfare Transformation project. Adult Service staff attended state sponsored advanced training on financial exploitation of the elderly. A Benefit Program Supervisor attended a state sponsored regional meeting to learn of upcoming changes to the SNAP (Supplemental Nutritional Assistance Program) in order to prepare staff for changes. The Senior Adult Services social worker participated in a regional educational meeting for all social services adult service coordinators in the eastern region. New legislation related to the aged population was discussed, as well as implementation plans for new laws. The status of State initiatives related to the adult population was discussed, with progress having been noted in the area of sharing information electronically between State departments that serve the aged population. The Administrative Services Manager met with her counterparts in several localities to also review recent findings from around the state relative to audits within local departments. The Director of Social Services participated in a monthly State Comprehensive Service Act committee meeting held in Henrico for the purpose of reviewing and responding to recent legislation and funding for Comprehensive Services Act expenditures. Preliminary plans were made to research and devise working papers related to potential capping of Comprehensive Services funds to localities that may surface in the next General Assembly. Social Work Supervisors met with State Social Services staff to learn of new demands placed on local agencies in the Child Protective Services, Foster Care, and Adoption programs in order to comply with federal regulations.

### **SOCIAL SERVICES REQUIRED LOCAL COMPENSATION PLAN.**

The Director of Social Services and the Administrative Services Manager completed the Annual Local Department of Social Services Compensation Plan (2010-2011). This includes a variety of areas, such as how on-call Child Protective Services staff are compensated, how leave is paid out at separation, how raises are to be given, when available, and salary ranges, to name a few of the required items.

### **SOCIAL SERVICES SOCIAL WORK STAFF PARTICIPATE IN A MEETING WITH THE JUVENILE JUDGE AND GUARDIAN AD LITEMS**

Senior social work staff met with Judge AtLee and the court appointed Guardian ad litem to discuss ways that we can improve our processes for meeting the needs of the citizens. Further discussion will be held in an effort to streamline some court ordered services.

## **SOCIAL WORK ADVISORY BOARD AT CHRISTOPHER NEWPORT UNIVERSITY**

The Director of Social Services was appointed to the Social Work Advisory Board at Christopher Newport University and will work with others on that Board as the School of Social Work at Christopher Newport University begins its reaccreditation process. Other current tasks of the Advisory Board include budgetary reductions leading to course consolidation and recruitment of a culturally diverse student population.

## **SONAR EQUIPMENT TEST**

Marine Sonic Technologies, of White Marsh, conducted tests of sonar equipment at the reservoir in April. This research and development project is being conducted for the Department of Defense (DOD). Based on the results of the test, requests for access to the reservoir for additional testing may occur.

## **STATE PARK MASTER PLAN MEETINGS**

At a meeting of the State Park Master Plan Committee held this month, the group worked on creating a mission statement for the park and discussed the park's name using guidance provided by the Department of Conservation and Recreation's (DCR) Policies and Procedures. The Directors of Planning and Parks, Recreation, and Tourism, as well as Supervisor Rilee, serve on the committee. The committee wanted to incorporate the site's historic significance as well as its location on the York River. The name should be one that would "entice visitors to the park by emphasizing the unique characteristics of the park and the amenities located there." A public hearing regarding the park was held this month at Page Middle School to solicit input from the public on the types of amenities they would like to see in this state park. Comments ranged from concerns over road conditions to the need for horse trails, bike trails, camping, and more. Many horseback riding enthusiasts expressed their desire for horse trails with sufficient mileage to make the trip to the park worthwhile. Unfortunately, due to many environmental constraints, this may be problematic. In addition, the need to improve Aberdeen Creek Road was discussed relative to the current conditions as well as any park improvements. DCR staff suggested that they work with VDOT and the County to get this into the Six Year Plan and a Capital Improvement Plan. Use of the park for re-enactors based on the success of the Battle of the Hook was also raised as a potential use, as well as the need for a crew facility and group camping. Bikeways and hiking trails were also discussed, and the concept of the trails extending beyond the park was noted for future long range planning in the Comp Plan Update. At the request of the public, the first three sets of steering committee minutes were posted on the Parks, Recreation and Tourism Department's webpage. Information about the planning for the park and the public meeting appeared in the Daily Press and the Gazette Journal. The next public meeting to receive the proposed plan for the park will be held on Monday, May 17 at Page Middle School at 7:00 pm.

## **SUMMER READING PROGRAM SUPPORT**

As in years past, the Department of Information Technology (DIT) is working on both the program and the equipment for the Summer Reading Program at the Library. DIT staff are working with Library staff to ensure the applications include all the features that the Library needs. Support staff is getting computers ready for a special area that is set up for the Summer Reading Program.

## **SUPERVISOR CREWE'S GLOUCESTER POINT AREA BUSINESS MEETING**

Postcard notices were mailed this month to businesses in the Gloucester Point area to announce the follow-up meeting to Mr. Crewe's March 1 kick-off meeting to continue discussions and sharing of ideas on ways to promote, unite, and sustain business in the Gloucester Point area, which was held on May 3.

## **SURETIES AND ACCEPTANCE OF BONDS**

Based on requests from developers, Planning Department staff researched the County's current policy on not accepting bonds as a type of surety for public improvements required by the Subdivision Ordinance. Staff compiled information regarding this issue and has sent a memo requesting direction from the County Administrator and County Attorney on this policy.

### **T. C. WALKER HOUSE**

The Economic Development Director has sent an initial draft of a Memorandum of Understanding (MOU) between the Economic Development Authority (EDA) and Hampton University (HU) to staff at HU for initial review and comments. The MOU was a topic of discussion at the monthly Steering Committee Meeting on April 21.

### **TASK FORCE ON COMMUNITY CONCERNS MEETING**

The Task Force on Community Concerns was honored to have Judge Isabel H. AtLee, Juvenile and Domestic Relations District Court for Gloucester, Mathews, and Middlesex Counties, speak before the group with an overview of domestic violence issues within the Courts. She shared that substance abuse and domestic violence often go hand in hand in the cases coming before her. She acknowledged there are often many perplexing issues in attempting to break the cycle of domestic violence, and no easy answers.

### **TAX BILL PREPARATIONS**

The Chief Deputy Treasurer has begun preparations for the June tax bills. The Treasurer has opted to outsource the printing, preparation, and mailing of this year's bills, which they expect to help them better manage the tight window they have for getting bills in the mail to citizens. The spring billing is particularly difficult, because the Treasurer must wait for the tax rate adoption and the books to then be completed by the Commissioner of the Revenue. While bills legally must be mailed 14 days in advance of the due date, the Treasurer prefers to mail them 30 days before the due date to give citizens, especially those on fixed incomes, ample time to pay without penalty.

### **TERRAPIN COVE ROAD AREA SEWER EXTENSION**

The questionnaires regarding the Terrapin Cove Road area sewer extension were mailed to the property owners this month, with replies requested by the end of the month. The Public Utilities Department has received several phone calls asking for further information on this future project.

### **TIMBERNECK AFFORDABLE WORKFORCE HOUSING**

Planning Department developed applications, a fact sheet, and associated documents regarding the workforce housing units that were proffered as part of the Timberneck Rezoning. This month, they met with staff from Bay Aging, Bay Family Housing Division, the Acting Director of Housing, and a representative of the developer to finalize the documents. Staff received important guidance and information regarding the two homes that are currently under construction. Based on the availability of the homes, it was decided to have two lotteries: the first for the two homes in Holly Beach and another for the remaining three homes once the lots have been purchased. The developer has been very helpful in coordinating this effort from his end, providing information about the homes, and facilitating the advertising process. Bay Aging staff has provided valuable input into the process based on their experience and knowledge of HUD programs. The deadline for applications is May 21, 2010 at 4:00 pm. Applications and additional information about the homes are available on the Planning Department's webpage as well as on the County's homepage, under the link: "[New Affordably Priced Homes Available](#)". Staff has also prepared a PSA about the program which was forwarded to the media. Staff is working with the Department of Community Education to get the word out through all available avenues. During this first week, staff has already started receiving citizen inquiries about the program. An excel spreadsheet was created to keep track of the inquiries, how they learned of the program, and types of questions for future reference and programs.

### **TIMECLOCK PLUS**

Human Resources staff attended a training session on TimeClock Plus, an automated time and attendance software program that will be implemented. Staff in the Department of Information Technology (DIT) continues to work with Human Resources (HR) and a small test group on the software. HR and DIT staff had training to go over additional questions and features of the software. HR plans to expand the test group.

## **TRAFFIC SIGNAL AT GLOUCESTER BUSINESS PARK**

Directional drilling for conduits to support the traffic signal project continues with the north/south conduits being placed. These conduits, unlike the East/West conduits that were directionally drilled, are trenched in place. Dagan Electric completed the directional work for the conduits, and the foundations for the various poles and electrical services were poured on April 22. We are anticipating the signal work to be completed by the end of May.

## **TRAINING**

Human Resources staff researched a variety of low-cost or no-cost training options in response to an inquiry for affordable training on Microsoft Office products. Results were compiled and shared with the inquiring department. In addition, the information has been posted on the Human Resource Department's Intranet website as a resource for other departments looking for affordable training opportunities.

## **TRANSPORTATION PLANNING**

Planning Department staff is working with the VDOT District Planner in Fredericksburg to have more VDOT involvement in the County's transportation planning through the Hampton Roads Transportation Planning Organization (HRTPO). The other localities participating in the HRTPO are served by the Hampton Roads' VDOT District Office, and VDOT staff from that office attends the HRTPO related meetings. Gloucester currently has no VDOT representation at these meetings and we are trying to coordinate a plan that would work for all involved.

## **TREASURERS' ASSOCIATION BOARD MEETING AND DISTRICT MEETING**

The Treasurer attended the Treasurers' Association Board meeting in Verona on April 28. She currently serves as the Immediate Past President of the Association. Four staff members from the Treasurer's Office attended a Treasurers' Association all-day district meeting held in April in Yorktown. These ladies are all working towards earning education points for certification or re-certification as Master Governmental Deputy Treasurers. Having the training offered at a location that was so close to Gloucester meant that the Treasurer could maximize the number of staff members who could attend.

## **URBAN DEVELOPMENT AREA (UDA) PLANNING GRANT**

Planning Department staff received the grant agreement from VDOT for the Tier I Urban Development Area (UDA) Planning Grant which the County was awarded earlier this year. The grant agreement was forwarded to finance and they forwarded it for review by the County Attorney's Office. These offices expressed concern for the requirement that the County revise our ordinance to incorporate implementation strategies for the UDA's. These revisions will be required by June 30, 2011. However the Planning Director called to discuss this time frame with the VDOT representatives, and based on this phone conversation, the completion date was revised to September 30, 2011, giving the County more time to plan and adopt ordinance revisions. At their April 20, 2010 meeting, the Board of Supervisors voted to accept this grant money given the requirements for adoption of ordinance revisions. Staff is proceeding with the assigned consultants as outlined in the details of the grant application in order to comply with the requirements of State Code regarding this element that is required for our Comprehensive Plan.

## **UTILITIES DEPARTMENT DISTRIBUTION AND COLLECTION SYSTEMS**

The repairs to Pump Station #12 were completed following a small sewer overflow. The necessary notification to DEQ was completed. The 6" water main beneath Duval Ave. was repaired. Additional street work will be necessary for VDOT to repair a break in the storm drain and to patch the paving. The two electric motors at Lift Station #12 failed, and were taken to the motor repair shop and returned to service this month.

### **VACO'S REGIONAL SPRING MEETINGS**

VACo's Region 2 (of which Gloucester is a part) Spring Meeting is scheduled for June 9 in Tappahannock at Old Beale Church. In recent years, VACo has used these regional meetings as a way to collect issues and concerns, region by region across the state, as the beginning of its process to develop VACo's Annual Legislative Agenda. Typically, the County Administrator and Board members attend these regional meetings.

### **VBCOA SPRING WORKSHOP**

Several staff from the Building Official's Department attended the spring Virginia Building Code Officials Association (VBCOA) workshop in Charlottesville in April. Recent and proposed changes to the Uniform Statewide Building Codes were discussed and necessary continuing education credits were received by the attendees.

### **VICTIMS' RIGHTS – COUNTY ACTIVITIES RELATED TO NATIONAL CRIME VICTIMS' RIGHTS WEEK**

A number of activities took place in Gloucester County during the week of April 19-24 related to National Crime Victims' Rights Week:

- Pinwheels on the Museum Lawn on Main Street -- The 344 blue pinwheels represented the number of Child Abuse Cases in Gloucester during 2009. The 67 red/ green pinwheels represented the number of Elder Abuse Cases in Gloucester during 2009.
- April Silhouettes on the wall as you walk in the Courthouse -- The 162 Silhouettes represented the number of Domestic Violence victims last year.
- Candlelight Vigil, Parking Lot behind County Administration Building.
- Community Response to Senseless Traffic Death Forum at T. C. Walker Elementary School.
- "Jeans For Justice" and "Just Desserts" Program at the Hampton Inn in Gloucester, which was an Awareness Event for Domestic Violence and Sexual Assault.
- Awareness Fair at Ollie's Parking Lot.

### **VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP**

Accessing International Markets (AIM) is a state sponsored program to help companies reach export markets including compliance, legal, and Website optimization, to name a few of the programmatic resources. According to the Director of Economic Development, Catesby Jones' company, t/a Peace Frogs, Inc., successfully completed the program in early 2010. Congratulations to this local company! The Director of Economic Development met this month with the Virginia Economic Development Partnership's new Communications Director and two other Project Managers as part of the continuing effort to foster relationship building with the Partnership.

### **VIRGINIA EMERGENCY MANAGEMENT ASSOCIATION EXECUTIVE BOARD MEMBER**

Gloucester County's Emergency Management Coordinator was elected to serve as the Virginia Emergency Management Association's Treasurer for the second consecutive year.

### **VIRGINIA EMERGENCY MANAGEMENT ASSOCIATION SYMPOSIUM**

The Emergency Management Coordinator, Planner, and Deputy Coordinator participated in the annual Virginia Emergency Management Association Symposium. Highlights of the conference included lessons learned from the Buffalo Plane Crash and the DC Metro Crash, as well as workshops on special needs, legal issues in emergency management, volunteer and donation management, and the 211 system. Our Emergency Management Coordinator represented Gloucester County and the Hampton Roads Special Needs Committee as a speaker on the panel for medical special needs outreach.

## **VIRGINIA MAIN STREET PROGRAM AFFILIATE APPLICATION UPDATE**

The application for Affiliate Status has been sent to the Virginia Main Street Program. The Gloucester Main Street Association expects to hear on the application within the next 30 days.

## **VOLUNTEER RECOGNITION -- NATIONAL VOLUNTEER WEEK**

April 18-24 was National Volunteer Recognition Week with various County departments and agencies bringing awareness and recognition to the many benefits of volunteering. To recognize the importance of volunteers to our local government and schools, a banner sign was posted on the Court Circle sponsored by the Community Education and Parks, Recreation, and Tourism Departments. Through Community Education, all elementary schools conducted volunteer recognition and appreciation activities with a letter to the editor published in the local Gazette Journal highlighting several volunteers with the theme "Volunteering is Good for Your Heart and Health" in keeping with National County Government Month. Additionally, a volunteer recognition and training for mentors was planned for May. Radio "ads" regarding volunteerism were placed on WXGM.

## **WATER TREATMENT PLANT MAINTENANCE**

The Director of Public Utilities reports the following with regard to the water treatment plant:

- Six loads of alum sludge were hauled from the plant to the Landfill. This is a regular occurrence.
- The #1 Effluent valve failed and was replaced with the spare which was on hand. A replacement for Effluent valve # 2 has been ordered.
- Replacement valves were installed for the failed RO units and the RO Units are now fully operational.
- Preparations are being made for the installation of an aeration tank on the final discharge line.
- The reservoir was treated with copper sulfate to control the growth of algae.

## **WEB FUSION TRAINING**

The Emergency Management Coordinator participated in the regional Web Fusion Training for WebEOC to learn how to post events and status updates to the Regional Hampton Roads Server. This training led into the monthly WebEOC meeting, where it was discussed how to better integrate volunteer groups with WebEOC in the event of a disaster.

## **WHERE IN THE WORLD IS...BRENDA GARTON?**

On Friday, April 9, the "Where in the World Is...Brenda Garton?" visit was with the old Colonial Courthouse building to visit with Emergency Management and Animal Control. Following a lunch and informal chat with both departments, the County Administrator met with Emergency Management to discuss how things were going and hear any issues and concerns. Then, she met with Animal Control, and was taken on a tour of our Animal Shelter. Future visits scheduled include the Courts Building, Sheriff's Office and Jail, Water Treatment Plant and Public Utilities Maintenance Yard, and Building Two with the staffs of the Treasurer, Commissioner of the Revenue, and Real Estate Assessor.

## **WIND ORDINANCE**

The Board directed that the County Administrator review with staff possible options for assistance by the Go Green Gloucester Advisory Committee regarding the Small Wind Ordinance Recommendations. Recommendations from staff are on the May 18 Board agenda.

## **WOODVILLE PARK**

The Director of Parks, Recreation, and Tourism reports that construction work has continued at Woodville Park. Several concerns have been raised by the adjacent neighbor, and Parks, Recreation, and Tourism staff and the contractor have met with her to provide information and address her concerns. Major work was accomplished on the construction of the new road at Woodville. The very large drainage ditch is under construction and excess material is being placed in several locations on site. The contractor is working daily

with a crew of three to six people running various types of equipment. Work at Woodville Park slowed some this month due to wet conditions. The contractor used the opportunity to switch gears and burn debris piles. The large drainage ditch is almost complete. Volunteer Chris Clifford also continued clearing the area where the softball fields will be constructed. The Baystars group held a volunteer workday one Saturday on site.

### **YOUTH COMMISSION'S QUACK-A-LACKA EVENT**

The members of the Youth Commission conducted a special fun and field day event, Quack-a-Lacka Fun and Field Day, for fourth and fifth grade students on April 24 at Gloucester High School. The event was a tremendous success with 65 youth participating, to encourage kids to “get moving,” as First Lady Michelle Obama stresses, and provide a healthy event for National County Government Month and the “Healthy Counties” theme. Over \$700 in donations from local businesses was raised by the Youth Commission members to help support and fund this event.

### **YOUTH COMMISSION APPLICATIONS AND OUTSTANDING YOUTH AWARDS**

Applications for the 2010-11 Youth Commission are due May 21. Seven of the current members will be requesting reappointment. Nominations are in, as the deadline has passed, for the 2010 Outstanding Youth and Youth Advocate Awards program. A record number of nominees were submitted. The tentative date for the awards program is June 3, 6:30 p.m. at T. C. Walker Elementary School.

Monday, May 10, 2010