

**GLOUCESTER COUNTY
COUNTY ADMINISTRATOR'S
JUNE 2010 MONTHLY REPORT
Presented Monday, July 12, 2010
Prepared by Brenda G. Garton, County Administrator**

CALENDAR ITEMS

Upcoming events:

- NACo Annual Conference, July 16-20.
- Regular Board Meeting, Tue., Aug. 3, 7:00 pm.
- Board Worksession on Reassessment, Mon., Aug. 30, 6:00 pm, Library
- Regular Board Meeting, Tue., Sept. 7, 7:00 pm.

\$16.675 MILLION AND \$8.56 MILLION VIRGINIA RESOURCES AUTHORITY WATER SYSTEM REFUNDING BONDS

The County received the arbitrage rebate calculation report for the period January 3, 2002 to April 1, 2010 for the \$16.675 million VRA Water System Refunding Bonds. The County is not accruing an arbitrage rebate liability as of April 1, 2010. Sections 103 and 148 of the Internal Revenue Code make the arbitrage rebate calculation a necessity. The IRS code stipulates that any earnings over the declared yield of a tax-exempt bond issue must be paid to the federal government. These excess earnings are defined as arbitrage. Failure to comply with the rebate requirement may result in the retroactive loss of the tax-exempt status of the bonds as well as other financial penalties. Additionally, the County filed the required report on utility facility operations, which is prepared annually by our consulting engineer, Wiley/Wilson. This report is required under the Indenture of Trust for the financing for the Beaverdam Water Supply Facilities project.

ADDITIONAL APPROPRIATIONS FOR FY 2010

The Treasurer has asked for an additional appropriation for FY 2010, which was approved by the Board at its July 6 meeting. She requested an additional appropriation of \$10,300 for placing DMV stops on vehicle registrations, which is very beneficial for the County in collecting personal property taxes. This appropriation has matching revenue and will not require any County funds.

ANIMAL RESPONSE TEAM

The Emergency Management Planner and Animal Control met with Community Emergency Response Team members to create a steering committee for a possible Community Animal Response Team for the County.

APPLICATIONS INTEGRATOR POSITION INTERVIEWS

Interviews for the Applications Integrator position in DIT were completed this week. The interview panel has discussed the candidates, and an offer has been made and accepted.

BACKUP AND DISASTER RECOVERY APPLICATION

The Director of Information Technology reports that DIT staff continue to explore options for 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 many outstanding items on each. The third project, Email archiving, is waiting on resolution of the first two issues.

BATTERY RECYCLING EFFORT

The Clean Community Committee is working with the Tidewater Soil and Water Conservation staff on County used household battery recycling effort. Over 50 pounds of batteries were collected within a one month period, an increase of almost 5 times in previous months.

BENEFITS

The Employee Access Center (EAC) was readied for the annual benefit open enrollment period. Training sessions on how to use the EAC were conducted in June.

BOARD OF SUPERVISORS STRATEGIC PLANNING RETREAT ON JULY 9

The County Administrator planned a Strategic Planning Retreat with the Board of Supervisors for July 9, which was aimed at prioritizing items on the Gloucester County Strategic Plan. Board members prioritized items individually prior to the actual retreat, with the goal of determining an average rank for each item based on the seven Board members' priorities. Community Education staff facilitated the materials prior to the retreat, and Middle Peninsula Planning District Commission staff provided equipment and staff to facilitate the prioritizing exercise for the retreat.

BOARD OF EQUALIZATION JOINT MEETING WITH THE BOARD OF SUPERVISORS

As a continuation of the Board meeting from June 1, the Board held a joint meeting with four members of the Board of Equalization (BOE) on June 29. At that meeting, the Board received the BOE's Report and discussed issues related to our recent reassessment with BOE members. A follow-up meeting with the internal Reassessment Team will be held by the Board in August.

BOTETOURT FOURTH GRADE TOURS

The Treasurer's Office hosted about one hundred fourth graders from Botetourt Elementary this month. The Treasurer reported that four groups of children toured the Treasurer's Office to find out more information about what is done in that office. Our local teachers place a lot of emphasis on learning about the local tax structure, and express appreciation for giving the students this opportunity.

BROADBAND GRANT APPLICATION -- MIDDLE PENINSULA DISTRICT PLANNING COMMISSION

The County learned from the Middle Peninsula Planning District Commission (MPPDC) that the MPPDC application for the Broadband Technology Opportunities Program (BTOP) has advanced to the due diligence phase of the application review. Advancing to due diligence means that our application is under further consideration by NTIA; it does not guarantee a grant. The four Middle Peninsula localities that agreed to move forward with a second round grant application pledged funding for a knowledgeable consultant to prepare the application. The same consultant will now be used to coordinate and facilitate the four localities' required responses during this phase of the grant application process. As previously reported to the Board, any associated consultant costs will be covered from the County Administrator's Contingency Fund. County staff attended a kick-off meeting in Saluda in June to better understand forthcoming NTIA requirements.

CABLECASTING OF PUBLIC MEETINGS

To help explain and clarify the current procedure on which public meetings are cablecast live and replayed on GCTV Channel 48, currently only the four regular monthly meetings of the Board of Supervisors, School Board, and Planning Commission are cablecast. The annual budget public hearing is the only special meeting cablecast. As there are numerous public meetings that could be cablecast, because of staffing and budget issues, it has been decided only to cover the regular meetings at this time unless requested officially by the County Administrator or Board of Supervisors, and funds budgeted accordingly.

CHESAPEAKE BAY REGULATIONS TO INCLUDE INCREASED AGRICULTURAL COMPONENT

Codes Compliance, Environmental Division, received notification that the Chesapeake Bay Local Assistance Board (CBLAB) approved new program Compliance Evaluation Review Elements (CERE) at its June 21 meeting. Staff from Codes and Planning have been tracking this development, which will be the basis for the State's second round of compliance evaluations of the County's actions/programs concerning the Chesapeake Bay Act. Codes has been notified that the new evaluation elements will be the basis for the review of County programs scheduled for this Fall, which include day to day administration/permitting for our Chesapeake Bay Ordinance in Codes, as well as elements involving the Planning Office (platting of properties and Comprehensive Plan). The following link is provided to depict the new CERE, and an overview of agricultural elements which have been added, http://www.dcr.virginia.gov/chesapeake_bay_local_assistance/comply4status.shtml.

CHIEF ADMINISTRATIVE OFFICERS TABLE TOP EXERCISE

The Virginia Department of Emergency Management hosted a tabletop exercise that involved County Administrators/City Managers and their Emergency Management Coordinators. The scenario was a category three hurricane hitting Hampton Roads, which would require evacuation of the Hampton Roads area, including lane reversal on I-64. The County Administrator and Emergency Management Coordinator participated for Gloucester County.

CIVIL WAR SESQUICENTENNIAL

The Program and Events Committee met and continued planning the upcoming Last Muster and Civil War encampment, which will be held August 14-15. Recruitment of re-enactors and registration for the event began early in July. The Courthouse Circle officially became a part of the Virginia Civil War Trails program this month. A new interpretative sign was installed in the circle and directional signage was placed on Route 17.

CLEAN COMMUNITY COORDINATOR POSITION

The Clean Community Coordinator's position was advertised in June, with a deadline for applications due June 18. The current coordinator's resignation was effective June 11. Applications are currently being reviewed with interviews planned in mid-July for the vacant Clean Community Coordinator position. It is hoped a new coordinator will be employed and working by August 1, 2010.

CLEAN THE BAY DAY CREEK CLEAN-UP IS A SUCCESS

The Environmental Division of Codes Compliance, in conjunction with the Chesapeake Bay Foundation (CBF), undertook the annual creek clean-ups on Saturday, June 5 for Sarah's Creek (hosted by the York River Yacht Haven), Severn River (hosted by the South Chesapeake Marina), and Perrin Creek (hosted by Crown Pointe Marina). We also understand the Ware River Yacht Club also sponsored a clean-up of the Ware River that day. Approximately 75 participants collected and removed nearly 3,000 pounds of miscellaneous trash and debris from these water bodies and marshes including toilets, car and boat parts, plastic and metal drink containers, and the like. Many members of County staff as well as volunteers from the community made this event a success.

COMMUNICATIONS/DISPATCH UPGRADE

The Director of Public Works reports that plans are pulling together to support a cutover from the current dispatch to the new temporary dispatch in July. Training for dispatchers was provided in June so that they are ready to take over using the new 911 and radio console equipment. The new windows PC based system replaces an aged non-ergonomic push button console system. When dispatch moves, they will be connected to both the old radio system and the new system for a short period of time. During this time, the old and new systems will be tied together, allowing the new end user radios to gradually replace the old radios in the field. Eventually the old system will be turned off and dismantled after all new radios are installed.

COMMUNITY CONNECTION FOR NON-PROFITS

Each month, an e-bulletin is distributed to 900+ subscribers of the Gloucester Community Connection for Non-Profits providing valuable information and featuring a monthly spotlight on either an organization or announcement of importance, town crier announcement, community calendar, training opportunities, grants, news and links of interest, and volunteer needs. Visit the CommunityConnection website at www.gloucesterva.info/commed/CC/home.htm.

COMPREHENSIVE PLAN UPDATE

Planning Department staff prepared for, advertised, and conducted three scheduled public meetings on the Comprehensive Plan, which were held:

- Tuesday, June 15, 2010 at Achilles Elementary School
- Tuesday, June 22, 2010 at the Piankatank Community League Building in Harcum
- Thursday, June 24, at the Gloucester County Library in the Main Street Center

The meetings were conducted in an open house format in the hopes that the flexibility would encourage increased participation. The Planning Department printed fliers for distribution throughout the County, as well as through the standard advertising and public service media. Using contacts acquired during a recent Webinar, Planning Department staff requested and received brochures from the National Association of Counties (NACo) which provide information on what Green Infrastructure is and what it means to Counties which are trying to utilize Green Infrastructure planning. This is one of the topics presented during the public meetings and staff was pleased to be able to provide a professionally produced brochure explaining the concept. The meetings were attended by over sixty in total, who learned more about the Plan and completed the survey to provide input. Although attendance was low, staff and Steering Committee members felt positive about the format, presentations, and feedback provided by those that did attend. Staff hopes to continue to gather more input from our community through these meetings and many other available opportunities for input. The Steering Committee will meet on July 15 to go over the comments heard and discuss any changes or directions in the current plan concept before Hampton Road Planning District Commission (HRPDC) staff go too far in writing the remaining chapters of the document. Planning staff will publish the presentation boards and the surveys on their website in the coming weeks, which will provide additional opportunities for public input through a web based survey. HRPDC staff will finalize the Natural Resources Section and Transportation Section by the end of July and will send them to the appropriate state agencies for their mandatory review. Members of our community can also stay informed about the Plan's progress now by following it on Facebook on the "Gloucester County Comprehensive Plan Update" page. Visit the Planning homepage for a link to the Facebook page: www.gloucesterva.info/planning.

CONSENT ORDER

The Director of Public Utilities reports that we have now received the last pieces of equipment necessary for the re-monitoring of sewage flow required by the Department of Environmental Quality (DEQ). Once this equipment is installed, re-monitoring will begin in July.

CONTINGENCY FUND

The balance in the contingency fund is \$17,792:

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	\$	(13,202)
Animal Control Insurance Deductible	\$	(1,000)
Animal Control Alarm for Pound	\$	<u>(1,576)</u>
Balance Remaining June 30, 2010	\$	17,792

COOLING PROGRAM SEES RECORD NUMBER OF APPLICATIONS

The Cooling Program at Social Services began June 15. The program is devised to assist low income families with children and/or disabled or elderly members, in paying for their power bills when they have received a disconnection notice. This year with a loss of federal stimulus monies, the maximum approved amount citizens can receive is \$100 as compared to \$458 last year. In order to receive Cooling funds, citizens must pay the difference between the Cooling payment and their total bill. This has severely impacted our ability to serve the community's need. This year has seen 187 applications in the first 8 days the program has been in existence. Last year 182 applications were received in the first 12 days of the program.

COURT CIRCLE SCHOOL FIELD TRIPS

Parks, Recreation, and Tourism staff hosted students from Botetourt Elementary School in the Court Circle for a field trip to learn more about the County's history and historic buildings.

COURTHOUSE CCTV DVR REPLACEMENT

The current fiscal year budget ending June 30 includes funding to replace two CCTV DVRs (Closed Circuit Television Digital Video Recorders) that have serviced the Courthouse of 2002 since that building came on-line. Replacement is necessary to ensure continued functionality after suffering hard drive failures last year (hard drives were replaced at that time). As is typically the case with all electronic equipment, the new equipment will offer superior functionality and video quality.

COX FRANCHISE AGREEMENT

County staff has begun working with Cox Communications on the cable franchise renewal agreement. The cable franchise renewal agreement relates only to video services (cablecasting) and not data services (broadband). A committee composed of staff from Community Education, Information Technology, and Gloucester School's Technology, and G.H.S. Studio are identifying needed equipment for repair, replacement or enhancement for local county and school's cablecast capabilities as well as possible video streaming and meeting management. A draft of the modified renewal agreement is targeted for completion in July or August.

DAY FOR JARRETT PLAYGROUND

The swing set and climber were to be installed this month at the Day for Jarrett Playground, but due to excessive heat, the work was postponed.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION (DRPT)

The Director of Economic Development attended at program sponsored by the DRPT with an emphasis on telecommuting as a way of unlocking gridlock and using transportation more efficiently, such as ride sharing and Traffix programs.

DOMINION VIRGINIA POWER

This month, the Director of Economic Development met the newest External Affairs Representative from Dominion Virginia Power for the Middle Peninsula and the Northern Neck areas, including Gloucester County, who will be Gloucester's point of contact, following the retirement of the previous representative. In addition, the Hayes/Yorktown Distribution Line Project was discussed, which appears to be moving forward on a positive track.

ECONOMIC DEVELOPMENT AUTHORITY

The initial meeting of the Economic Development Authority's (EDA) Planning and Policy Committee (PPC) was held on May 25. The purpose of the meeting was to finalize the Bylaws of the EDA and to discuss committees and the continuing efforts with Hampton University. The PPC has asked the Director of Economic Development to have a Memorandum of Understanding drafted to outline the EDA's future engagement with Hampton University for the T. C. Walker House and properties. The initial meeting of the EDA's Main Street Committee (MSC) was also held in June. The MSC will work in conjunction with the Gloucester Main Street Association. At this time, however, the MSC will focus its efforts on continuing to advance the T. C. Walker project. The Director has been instructed to formalize planning activities to be presented to the EDA's PPC at the PPC's July meeting. The EDA's Small Business Committee met to review activity on the update to the EDA web site and the development of a data base of businesses and to discuss the development of a survey that will be forthcoming in early September. The Gloucester Point Committee held its initial meeting on Friday, June 18. The committee will continue the EDA's focus on VIMS, work with the Comprehensive Plan process, and the new UDA planning grant and will support Supervisor Crewe's interest in development of business in Gloucester Point. The EDA met this month and heard from Thane Harpole on the Fairfield Foundation's goals and objectives for their renovation of the Texaco station. Additionally, the EDA met with Lee Haywood of Haywood Flooring to discuss design modifications to the Haywood project in the Gloucester Business Park. The Director will meet with Mr. Haywood to discuss the design parameters as well as potential loan programs to assist with his project financing.

EMERGENCY COMMUNICATIONS CENTER

Contracts are in place with HVC-Chenault and work is underway for detailed design of the new Gloucester County ECC/EOC. We are happy to report that the architect has teamed with local company AES for civil/site plan work and to this extent some of our citizens tax dollars will be spent locally. Recall ECC stands for Emergency Communications Center and EOC for Emergency Operations Center. The EOC portion of the building (lower/basement floor) will be constructed as shell space ready for future build-out when funds are available. The final schematic floor plan upon which detailed design will be based has been iteratively streamlined to the point that overall it is slightly smaller than the version shared with the Board and also rectangular in shape which is a more efficient design that will hopefully be reflected by lower construction costs. We continue to work towards an overall project that stays within the project budget.

EMPLOYEE PLUS COMMITTEE

The monthly meeting of the Employee Plus Committee was held on June 30. Officers were elected for the upcoming year. This committee is an employee based group which helps plan events for County staff as well as charitable activities by employees for the benefit of the community.

EROSION AND SEDIMENT CONTROL PROGRAM DEEMED COMPLIANT

The County Administrator recently received notification from the State Department of Conservation and Recreation (DCR) that the County Erosion and Sediment Control (E&S) Program has been found fully compliant with State Law. The Environmental Division of Codes Compliance administers the State required program and received an exhaustive 5 year audit this past fall, complete with new criteria and rating system.

FEMA HAZARD MITIGATION GRANT PROGRAM

The Finance Department mailed letters to six property owners who had their homes elevated, but have not paid their 5% match in full. There are an additional five homes, which have not been 100% completed, that will need letters sometime in the future. As you may know, homeowners pay the 5% match up front on the estimated cost of the project, but those payments have to be adjusted to actual costs and for any change orders in the project; thus, the homeowner is billed later to make this adjustment. The FEMA Hazard Mitigation Grant Program Management Team met this week and approved the submittal of a request to the Board to make an additional application for grant funds, which was approved by the Board on July 6. The financial reconciliation reports for the Isabel #1 and Isabel #2 grants, which were due June 30, have been filed.

FINANCIAL ADVISOR

The County issued a Request for Proposals (RFP) for financial advisory services, which will make advisory assistance available to the Board of Supervisors, the School Board, and the Economic Development Authority. Our Financial Advisor (FA) would be available to provide pertinent advice and counsel concerning the developments in the financial community in general and the municipal finance area in particular in order to enable the County to remain in the best possible financial posture. The FA will provide advisory services as they relate to the issuance of debt, and they will be able to provide additional research and advisory assistance as needed in areas such as debt capacity, financial policy development, capital improvement program analysis, special revenue projects, and utility finance programs. The County Administrator-appointed committee has reviewed the proposals, interviewed qualifying companies, and a contract was awarded to Davenport & Company, LLC.

FIREWORKS PERMIT ISSUED

The County Administrator's Office received, reviewed, approved, and completed paperwork regulating a fireworks permit for a display on Wilson Creek, the evening of July 3, 2010.

FISCAL YEAR END

The Finance Department is notifying departments and agencies of the need to review their FY 2010 expenditure transactions for accuracy. Preparation took place this month for the audit field work scheduled for July 12-13. The budget ledgers have been built in the Pentamation financial system, and various reconciliations are being conducted in preparation for the June 30 fiscal year end.

FLEXIBLE BENEFITS ADMINISTRATOR SERVICES

Human Resources staff reviewed proposals received in response to an RFP issued for flexible benefits administrator services.

FLOATING HOME STUDY COMMITTEE

Planning Department staff attended the second meeting of the Floating Home Study Committee on June 21. The discussion focused on defining a floating home and transiency. The committee reviewed information from other localities compiled by the Middle Peninsula Planning District Staff. Overall, the committee felt that the *use* of the vessel as a residence was more important than what the vessel looked like and should be included in any definition. The concept of transiency and how it should be defined was more difficult. The group discussed the current uses of boats and other vessels in marinas and the positive economic impacts

from boats traveling and staying in various localities. The use of the Health Department standards for transiency was an option discussed. The next meeting of the committee will be on July 12.

NFIP FLOOD INSURANCE RATES TO DECREASE

The County Administrator received the results of the Insurance Services Office (ISO) 5 year audit of the County's FEMA Community Rating System (CRS) National Flood Insurance Program (NFIP) review this week and received great news. The ISO has recommended to FEMA that the County's rating be advanced two full classes from a Class 9 to a Class 7. What this means for citizens is that once approved by FEMA, residences and businesses within the County flood zones will be receiving a 15% discount on flood insurance via the NFIP, an increase in discount of an additional 10% due to improvements in the County's CRS program. For those with NFIP flood insurance, please contact your agent for your next insurance cycle, although we understand the discount should be automatic once the final federal paperwork goes through. For those who have not taken advantage of the NFIP flood insurance previously, it is a great time to contact your independent agent for details. Though there was a problem with the program being allowed to lapse at the federal level, Congress recently passed a bill continuing funding for the NFIP which continues the program through September 30, retroactive for applicants back to May 31, 2010, when Congress had allowed the program to lapse.

FLOOD ZONE DATA FOR CODES COMPLIANCE DEPARTMENT

Using the new FEMA flood zone data, the GIS group has refined our information and overlaid it on the County's GIS mapping to provide a list of all homes in the flood zones for the Codes Compliance Department.

FLOODPLAIN WORKSHOP HELD AT VIMS

The Building Division of Codes Compliance in conjunction with the State Department of Conservation and Recreation (DCR), the Virginia Association of Surveyors (VAS), and the Virginia Building Code Officials Association (VBCOA) Region VII, co-sponsored a daylong workshop on June 3 in Waterman's Hall at VIMS. The primary focus of the training was to provide up-to-date information on the new FEMA Flood Insurance Rate Maps (FIRMs) to be adopted by the County by September 22, with specific training provided for Surveyors and other design professionals involved in the design and survey documentation required. Speakers included:

- Richard Sobota of the FEMA National Flood Insurance Program (NFIP) Philadelphia Office on elevation certificates and flood proofing requirements;
- Charles Banks of the State DCR on the County FIRM Map adoption procedures;
- Dr. Carl Hershner of VIMS on sea level rise;
- Debbie Messner of Virginia Department of Emergency Management (VDEM) and Michael Dodson of Community Planning Partners, Inc. on Gloucester County's grant programs for acquisitions and elevations within the County Flood Zones; and
- Ms. Joan Salvati, Director of the Chesapeake Bay Local Assistance Division of DCR, on the Chesapeake Bay Act.

The training provided for five Continuing Education Units (CEU's) for the attendees, and provided excellent exposure for the County concerning new FIRM Map adoption and the highly successful grant programs for acquisition and structure elevations within the floodplain. Topics discussed at the workshop included sea-level-rise, the new digital FEMA maps and the National Flood Insurance Program (NFIP), flood hazard mitigation and grant funding, and the Chesapeake Bay Preservation Act.

FOG ORDINANCE

The EPA Special Order on Consent requires localities to develop, adopt, and enforce a program addressing the release of Fats, Oils and Grease (FOG) into their public sewer systems. The elimination of FOG from the public sewer system will result in reduced maintenance costs and more efficient operation of the sanitary sewer system. The HRPDC Directors Committee has developed a Model FOG Ordinance. The Department

of Public Utilities, with cooperation of the County Attorney, has modified this model ordinance to reflect our local conditions. The implementation of this ordinance will primarily affect the commercial food establishments and will require their cooperation for it to be effective. The ordinance will require the installation and registration of all types of Grease Control Devices (GCD), and the proper maintenance of those devices. Additionally, the ordinance requires the training/certification of haulers, owners, and employees who service the GCDs. Finally the ordinance requires that at least one employee of each facility has to successfully complete training in Best Management Practices of GCDs. The ordinance also calls for the inspection of GCDs, record keeping, imposes fees and allows for the imposition of fines for violations. Other localities in the HRPDC have conducted stakeholder meetings prior to the effective date of the FOG ordinance. The Department of Public Utilities intends to hold at least one such stakeholder meeting prior to a request for the formal adoption of the FOG ordinance.

FULL SERVICE SCHOOL END-OF-YEAR MEETINGS

Both Petsworth and Bethel conducted end-of-year meetings to celebrate program achievements and successes this past school year and plan for new goals and programs for the coming school year. The Full Service School program is a pilot program that uses a coordinated team approach to provide human services and programs to identified children and families.

GLOUCESTER ACTIVE LIFESTYLE CENTER (SENIOR CENTER) ANNOUNCED AS HEAT RELIEF SITE

Bay Aging has announced they are offering the Gloucester Main Street Active Lifestyle Center as a heat relief site, Monday - Friday from 8:00 am - 4:00 pm during the summer months. In doing so, they welcome those in our community when the temperatures become unsafe in homes without adequate cooling.

GLOUCESTER BUSINESS PARK

The Gloucester Business Park sign was energized in May. Note that there was some inaccurate reporting on the traffic signal. The funds for the signal were not related to any federal funding and the funds did not come from Canon Virginia. The funds were from the Commonwealth's Transportation Partnership Opportunity Fund and were awarded through Newport News in conjunction with the joint expansion of Canon Virginia and IRT. Pavement markings are complete, and the signal is now active.

GLOUCESTER COURTHOUSE ROTARY

The Director of Planning was the guest speaker at the June 3 meeting of the Gloucester Courthouse Rotary. She provided an update on the Comprehensive Plan process as well as the many other planning initiatives recently completed, underway, or planned for the near future. She also encouraged the group to help spread the word about the public meetings and to come to the meetings and provide input on the Comprehensive Plan.

GO GREEN GLOUCESTER ADVISORY COMMITTEE

The Go Green Gloucester Advisory Committee meeting scheduled for May 25 was not held due to a lack of quorum. The bylaws state that a quorum consists of a simple majority of all full members. However, the Go Green Advisory committee did hold its regular monthly meeting the following month, on June 29. During the next few weeks the subcommittees will meet to prioritize the items they have developed so far, and the entire committee will begin working on these items at the July meeting. The subcommittees include: Nature and Environment, Public and Government, and Private Commercial and Residential.

GOLDEN DUKE TV AWARDS FOR TV PRODUCTION CLASSES

The success of the partnership between Gloucester County and Gloucester County Public Schools in the cable communications arena was never more evident than experiencing the 2010 Golden Duke Awards for G.H.S.'s TV Production Classes. Recognition and awards were presented to the students completing TV

Production 1, 2, and 3/Co-Op. Four seniors were given special recognition for completing all four years in the program with all the students planning to major or work in the TV production field.

HAMPTON ROADS ECONOMIC DEVELOPMENT ALLIANCE

The Director of Economic Development traveled with the Hampton Roads Economic Development Alliance (HREDA) during the week of May 20 to Pennsylvania, New York, and New Jersey to meet with consultants who work with corporate clients in site selection and other economic development initiatives. Additionally, he attended the HREDA Executive Committee meeting on May 27. The focus of that meeting was a presentation from Old Dominion University on their on-going efforts to support economic development programmatically, including research, advancements in collaborating with others on intellectual property synergies, as well as other resource based initiatives. Also, in June, the quarterly meeting of the HREDA Marketing Advisory Committee was held in Norfolk. The advisory committee reviewed prospect site and building requests for the past eighteen months. On Friday, the quarterly breakfast with the Virginia Economic Development Partnership (VEDP) was held in Richmond. The topic of discussion at the VEDP breakfast meeting was the development of the Rolls-Royce project in Prince George County and the potential for development of suppliers in Hampton Roads.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION - TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC) AND 2034 LONG RANGE PLANNING COMMITTEE MEETING

Due to a conflict with the Affordable Housing lottery, the Planning Director was unable to attend the June meeting of the Hampton Roads Transportation Planning Organization (HRTPO) Transportation Technical Advisory Committee (TTAC), but attended the Long Range Planning (LRP) meeting immediately after. Adam Campbell, District Planner from the Fredericksburg District attended both meetings as part of VDOT's initiative to have the Fredericksburg District more involved in the TPO planning process for Gloucester County. The group discussed public participation for the plan as well as a process for review and implementation of the prioritization process for the projects submitted. The next meeting is scheduled for August 4.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION (HRTPO) TRAINING

Planning Department staff attended training at the HRTPO meeting on June 16, 2010. The Gloucester County Administrator had requested training for TPO Board members in order for them to understand the TPO process. The training was very useful and will be helpful to orient new Board members assigned to the HRTPO. The two presentations used during the Board Training are on the HRTPO website and the link to that page is below. The session was also videoed.

http://www.hrtpo.org/MTG_AGNDS/TPO_HRTPO_RctMtg.asp

HEALTH AND WELLNESS COMMITTEE

The first wellness seminar hosted by the Health and Wellness Committee was held this week with approximately ten employees in attendance. Handouts were provided and a guest speaker spoke about nutrition as it relates to heart and stroke prevention. Free blood pressure checks were provided for attendees. This committee was formed by the County Administrator with the charge to promote employee health and wellness.

HIGH-SPEED AND INTERCITY PASSENGER RAIL (HSIPR) STEERING COMMITTEE

Planning Department staff attended the High-Speed and Intercity Passenger Rail (HSIPR) Steering Committee meeting. The HRTPO is developing a vision and feasibility plan for a Passenger Rail system from Hampton Roads to Washington. The HRTPO endorsed the designation of a "High Speed Rail" corridor along the Norfolk Southern/Route 460 corridor and enhancement of the intercity passenger rail service along the CSX/I 64 corridor. A consultant was hired to examine the feasibility and recommend a strategy. The consultant presented their progress report which is available on the HRTPO's website and

describes the vision for this corridor. Also discussed were the upcoming public meetings on the Intercity Passenger Rail Operations Funding Study by the Virginia Department of Rail and Public Transportation (DRPT) which is envisioned to be a segment of the larger corridor. Public comments on the study by DRPT to evaluate potential dedicated sources of funding for high-speed and intercity passenger rail operations are due July 2, 2010. More information and opportunities to comment can be found on DRPT's website.

HUMAN RESOURCE AND INSURANCE CONSULTANTS

The Finance Director, Human Resource Director, and the School Budget and Finance Director participated in the selection interviews for consultants to help with various human resource and health, property, and general liability insurance needs. We have had on-going consultants for these areas for a number of years, and our current contracts need to be updated.

INTERGOVERNMENTAL PERSONNEL ADVISORY COMMITTEE (IPAC)

The Intergovernmental Personnel Advisory Committee (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. A member of the Human Resource staff attended the regional IPAC meeting held on June 9 in Yorktown. The group discussed 2011 budgets, health premiums and how increases are being passed along, Virginia Retirement System 5% member contribution decision, Reduction in Force policies, and lay-offs.

JULY 4 CELEBRATION

The Events Safety Committee has determined that a policy is needed to not allow the use of fireworks at Gloucester Point Beach during the July 4 Celebration. A number of families either bring materials with them or purchase them at the nearby fireworks stands on the way to the park. The use of fountains, sparklers, and other legal fireworks create a safety problem with the very dense crowds that are experienced during the event. The public was notified of the policy through press releases and signage. Signs on site were also posted in Spanish. The Sheriff's Department was available to enforce this prohibition if necessary.

LIBRARY PROGRAMS AND ACTIVITIES

A variety of Library programs and activities happened in June:

- Summer reading registration kicked off on June 1 at the Library with on-line registration.
- Several school groups visited the library this month and were treated to a story, complete with puppet visuals and a full-blown puppet show of the children's coordinator's production of Little Red Riding Hood. The older groups were shown a DVD on manatees and their plight. They were also entertained by their teachers competing in Wii boxing. This program was followed by a discussion of how to register for the summer reading program and receipt of a summer brochure.
- An art reception was given by The Friends of the Library, where about 200 people enjoyed refreshments and chats with the artists.
- The Point Library continues to be plagued by road construction.
- The 3rd Annual Teen Film Festival DVD is now available for check-out.
- Registration for summer reading continues on-line.
- Forty people attended the first family night summer reading program-Hook a Book: a fun evening of magic.
- The number of manatees swimming on our summer reading program wall soared to over 700. This represents the number of books read and logged in by our young library patrons in one month!
- Nine to twelve year olds were treated to a Marine mammal program given by a VIMS professor. Twenty one children were registered.
- Mother Goose rocked again with thirty-four toddlers dancing to music during one session.

The Library reports a definite increase in the amount of patrons coming in for library cards and use of computers.

LIBRARY DIRECTOR INTERVIEW PANEL CANDIDATE SELECTION

The Library Director's Interview Panel forwarded a name to the County Administrator as a recommended candidate for employment earlier this month. The Human Resources Department completed paperwork and the job offer was accepted. A press release was prepared in July.

MAIN STREET PRESERVATION TRUST (MSPT) FAÇADE IMPROVEMENT DESIGN GUIDELINES

The Director of Planning serves on a Design Review Advisory Committee for the Main Street Preservation Trust's (MSPT) proposed façade improvement grant program. Other members include representatives from the Gloucester Historical Society, Economic Development Authority, MSPT's Board, business and property owners from Main Street as well as the architect that designed the Main Street Center. This project is one of the recommendations from the Gloucester Courthouse Village Plan that was adopted by the Board of Supervisors. At its second meeting, held on June 1, the committee discussed the draft guidelines that were prepared by Frazier Associates and provided comments and recommendations. The group's members have diverse backgrounds, experience, and knowledge of both Main Street and issues related to historic structures and rehabilitation, and the discussion and resulting comments should be very helpful in future implementation of this program as well as coordinating with local regulations.

MARILYN MORRIS RETIREMENT RECEPTION

The Board of Supervisors and the Virginia Cooperative Extension Office hosted a retirement reception for Marilyn Morris as she retired this month as our Extension Unit Director, acknowledging thirty-two (32) years of service, of which twenty-two (22) years have been in Gloucester County. Board Chair Louise Theberge made a few remarks and presented her with a gift from the County and a framed resolution from the Board of Supervisors.

MIDDLE PENINSULA MITIGATION PLAN

The Emergency Management Coordinator attended the monthly meeting for the Mitigation Plan that is being updated through the Middle Peninsula Planning District Commission. The plan's first draft has been completed and is under review by the committee members.

NATIONAL MILITARY APPRECIATION MONTH

County staff did a great job during the month of May with countywide participation and support for National Military Appreciation Month sponsored by local merchants, the Schools, and the County. The Library hosted an exhibit and the Tourism Department sponsored a "Thanks A Million" card writing campaign. Community Education Coordinators sponsored special programs in the elementary schools and the Museum highlighted an exhibit of Gloucester's WW II veterans. On June 6, the Museum hosted a special reception for veterans or family members of WW II veterans to meet and share stories of that era.

NEW HIRES

Mariah Vickers - Gloucester Point Beach Concession Attendant effective June 3, 2010

Logan Wood - Gloucester Point Beach Concession Attendant effective June 3, 2010

Christianne King - Gloucester Point Beach Concession Attendant effective June 3, 2010

Nelson Clarke – Maintenance Specialist effective June 21, 2010.

Linda Jones – Part-time Custodian effective June 29, 2010

Allen S. Varner – Applications Integrator Coordinator effective July 1, 2010

PLANNING COMMISSION MEETING - JUNE 3

The Planning Commission (PC) held its regular meeting on June 3. In addition to a presentation of a plaque to Wanda Fary for her service to the Commission, the PC heard a brief presentation by Thane Harpole, Co-director of the Fairfield Foundation, regarding their recent purchase of the Edgehill Texaco and their plans for its future. Staff then gave an update of the Comprehensive Plan update status and the public meeting

format. The PC Chair encouraged the community to provide their input on this document that will help guide county decisions on growth and land use issues for the next 20 years. Larry Dame volunteered to be the recommended PC representative for the Dragon Run Steering Committee.

PLANNING COMMISSION REFERRALS FROM THE BOARD OF SUPERVISORS

Planning Department staff briefed the Planning Commission on the recent code amendment referrals from the Board of Supervisors for broadband and wind turbines. Given the focus on the Comprehensive Plan update, staff proposed working on a draft document internally and bringing the draft to the PC for further action. The PC agreed to this process, but requested a panel of expertise be provided when the topics are discussed to help them to learn about the issues and the technology involved, similar to the process used for the Transitional Home code amendment.

PRIMARY ON JUNE 8

The Department of Information Technology (DIT) staff now supports the Electronic Poll Books and voting machines in the Registrar's office. DIT staff worked with the Registrar's Office before the primary to make sure all equipment was ready to be used. DIT staff was available on June 8 in case something did not work correctly.

QUARTERLY MEETING WITH BOARD OF SUPERVISORS CHAIR, SCHOOL BOARD CHAIR, SCHOOL SUPERINTENDENT

The quarterly meeting between the Board of Supervisors Chair, County Administrator, School Board Chair, and School Superintendent was held this month. The issue of categorical funding and the School Board's request to be part of that discussion as well as the joint meeting planned for the fall were discussed.

REASSESSMENT TRAINING

The County Assessor attended a "Residential Modeling Concepts" class in June, which is offered by the International Association of Assessing Officers (IAAO) and provides a detailed study of the mass appraisal process as applied to residential property. The class will cover the comparison of single-property appraisal and mass appraisal, the major steps in the mass appraisal process, data requirements, market analysis, application of the approaches to values, use of sales ratio studies, and valuation review techniques.

RECOGNITION OF BOARD-APPOINTED GROUP MEMBERS

After receiving input from Department Directors, an administrative policy is being drafted for review on a recognition process for citizens serving on board-appointed commissions, councils, boards, and committees to ensure consistency in the appropriate recognition of the hundreds of citizens serving on the more than thirty advisory groups in the County. This initiative arose as the Leadership Team discussed variation in the current practice among various committees and departments in recognizing citizen appointees. We all felt recognition by the County should be more standardized. Once drafted, this proposed administrative policy will be forwarded to the Board for input prior to implementation.

RECRUITMENT

Snapshot for Week Ending July 2, 2010			
Position	Department	Closing Date	Status
Director of Library Services	Library	5/14/2010	Offered
Pretrial Officer	Probation/Pretrial	5/26/2010	Interviewing
Deputy Clerk I	Clerk of Circuit Court	6/4/2010	Screening
Grounds Technician	Buildings & Grounds	6/4/2010	Phone Interviews Complete
Custodian - Fulltime	Buildings & Grounds	6/11/2010	Phone Interviews Complete
Clean Community Coordinator	Community Education	6/18/2010	Screening
Sr. Real Estate Appraiser	RE Assessment	7/15/2010	Recruiting
Customer Service Representative (part-time)	Utilities	7/19/2010	Recruiting
Community Education Coord. (part-time)	Community Education	7/30/2010	Recruiting

Visit us on the web at www.gloucesterva.jobs.

REGIONAL EMERGENCY MANAGEMENT TECHNICAL ADVISORY COMMITTEE (REMATCH)

At the monthly meeting of the Regional Emergency Management Technical Advisory Committee (REMATCH) in May, discussion of grant funds for generators was held. Along with James City County, Gloucester County was chosen for a \$100,000.00 allotment for a generator to be used at the main shelter of Peasley Middle School. This grant, through the 2009 Urban Area Securities Initiative Grant (UASI), has no match of any kind.

RETIREMENT

Charles Hogge, Customer Service Supervisor, retired on June 30 after 31+ years of service to the Public Utilities Department.

REVOLUTIONARY WAR ENCAMPMENT

Re-enactors from the 7th Virginia Regiment of the Continental Army provided an excellent free program for the public over the Memorial Day weekend. Saturday events were held in the court circle and Sunday's events were held at Warner Hall.

RURAL ADDITIONS - LAURELLYE LANE

Letters were sent to the property owners along Laurellye Lane informing them of their status on the rural additions list and the process required to have a road taken into the state system. This letter is intended to assist these residents in determining the potential costs involved and how these costs may be distributed between the property owners involved. The actual process for taking this road into the system cannot start until Meredith Drive has been completed.

RURAL ADDITIONS - MEREDITH DRIVE

Residents of Meredith Drive have been actively pursuing having their road taken into the state system. They have been working with VDOT to determine where the right of way is and what will be needed and have been in contact with the utilities to make sure there are none within the right of way. They plan on having the survey done soon. Staff is providing support as needed.

RV TAX

Due to the work required on the Land and Personal Property Books, the Commissioner of the Revenue has asked that the discussion on RV tax be pushed to later in the year when he can have adequate time to prepare for the discussion. The Board has asked that staff present information on this issue.

SANITARY SEWER SYSTEM

The Director of Public Utilities reports that field activities were completed on the Rehabilitation of Pump Station #13. The paperwork required to transfer the deed for the Dunstan Hall pump station was completed and forwarded to the County Attorney for final approval and transfer of the deed.

SAWGRASS POINTE AREA SEWER EXTENSION

The Director of Public Utilities reports that the design of the collection system for Sawgrass Pointe Area sewer extension is complete. Copies of the plans were provided to VDOT for comments. A cost estimate for preparation of the Specifications for Phase 1 of this sewer extension has been requested.

SCHOLARSHIP ACCOUNTS

The Treasurer's Office maintains several scholarship accounts on behalf of the School Board. In order to maximize their interest earnings, she has moved these accounts from the State's Local Government Investment Pool (LGIP) to Chesapeake Bank. Chesapeake was very responsive to our need to have these accounts, even though some have comparatively small balances, earning a respectable amount of interest (considering, of course, the current interest rate environment).

SENIOR CENTER ANNEX ROOF REPLACEMENT & BATHROOM INSTALL

A ribbon cutting ceremony was held on June 3 to commemorate the completion of the Senior Center Annex roof replacement, bathroom installation, and other building renovations. The public bathroom is now open to the public on weekdays during the day. The bathroom will be opened on weekends during special events. Buildings and Grounds is developing signage visible from the sidewalk to notify pedestrians of the new bathroom. The Director of Public Works accepted a check in the amount of \$5,250 from Courthouse Construction Friday morning. Recall funding for the project was \$25,000 from Main Street Preservation Trust, \$15,000 from Gloucester County, and \$5,250 from Courthouse Construction.

SHERIFF'S OFFICE COMPUTER SERVICE

The Department of Information Technology (DIT) staff reviewed all network closets at the Sheriff's Office and the new dispatch center to become familiar with the equipment in preparation for providing full DIT support beginning on July 1. GIS is also working on a database issue with the Sheriff's staff on importing information from the GIS database to the Sheriff's database. The DIT staff will be working with the Sheriff's office to make sure the transition is smooth and all issues are covered.

SIGN ORDINANCE

The Planning Commission continued its discussions on the comprehensive sign ordinance update. The primary topic was whether the proposed ordinance would permit the use of digital signs in the County. Staff provided three options: (1) prohibit them with some exceptions for time, temperature, date, and fuel prices, (2) allow them by right with conditions, or (3) allow them on a case-by-case basis by Special Exceptions with specific criteria. The PC also discussed a fourth option of allowing digital signs by a Conditional Use Permit (CUP). Staff had not recommended this option since staff felt the impacts of these signs were fairly predictable and the CUP process was meant to address uses for which the impacts needed to be thoroughly evaluated and conditions placed based on those impacts. Several Commissioners commented that they felt digital technology was not in keeping with the County's rural character and would prefer to prohibit them and if future generations wanted to allow them the ordinance could be revised at a later date. Other Commissioners felt that they should be allowed. On an 8-4 vote, the PC decided to move to public hearing with the proposed ordinance prohibiting digital signs with the minor exceptions listed

above. Staff will send the draft with these revisions to the County Attorney for review prior to scheduling a public hearing.

SKATEBOARD SPOT

The Director of Parks, Recreation, and Tourism reported that the footings for the skate spot were poured this month. The local contractor completed his work on the concrete pad. One piece was not shipped by the American Ramp Company and there were concerns about the condition of some of the equipment. The concerns did not warrant stopping construction but may require American Ramp Company to do some repair work to improve the aesthetics of a few pieces. The matter is being addressed and should be settled soon. Channel 13 produced a story about the park, which aired this month. There is landscaping to be completed by County staff, but after the safety signage is installed, people can begin to use the park. We will be working on plans for a grand opening event to take place in late July or early August.

SOCIAL SERVICES BOARD LOSES A LONG TERM MEMBER

The Social Services Board met this week and acknowledged the efforts of two Board members who will be leaving the Board. Ms. Fredi Branch, a member whose term limit was reached (two consecutive four year terms), was presented a resolution of appreciation for her service. Ms. Branch represented the Petsworth district. Mr. Roger Loring, was presented with a letter of appreciation for serving an unexpired term for a year. Mr. Loring represented the Gloucester Point district.

SOCIAL SERVICES CLOSSES OUT THE END OF THE STATE SOCIAL SERVICES FISCAL YEAR

May 31, 2010, represented the end of the State fiscal year. Having to operate within that fiscal year as well as the County's fiscal year often proves challenging. The year was successfully closed out prior to the Memorial Day holiday, meeting State deadlines.

SOCIAL SERVICES STAFF PARTICIPATE IN TRAININGS AND MEETINGS

Social Work and Benefit Program staff, front line as well as administrative staff, participated in a number of activities, meetings, and trainings this week. All were either sponsored by the State, funded through a grant, or provided at no charge through a regional task force. The activities included training on Advanced Investigation Techniques in Child Sexual Abuse matters, training for the upcoming Cooling program (as part of the Energy Assistance program), and training to assist staff in understanding substance abuse in persons required to participate in employment readiness components of public assistance programs. In addition, the Director participated in a planning session with fourteen other local social service agencies in preparation for phasing in a new Family Engagement model in Child Welfare Services. A regional Child Fatality Review Team meeting was held with a presentation by a social work staff member. Supervisory staff met with several private adoption providers who have recently been awarded State contracts to secure adoptive homes for waiting children who are not already placed in a preadoptive home. The Administrative Services Manager had the opportunity to meet with State Social Services staff to learn how a new Day Care Subsidy computer program will change the way local agencies have operated in regard to applications and payments for day care subsidy cases. Currently Gloucester has 52 of these types of cases. Social Work and Benefit Program staff attended job specific trainings offered by the State in areas such as assessing the hard to serve incapacitated adult, processing Medicaid applications, and changes in regard to aged, blind and disabled citizens. Also, a consortium was held in Portsmouth with the focus on regional recruitment and retention of foster parents. Ideas were presented and are being evaluated for possible implementation. Localities have found that they are unable to successfully recruit foster families to meet their community needs with no funding for recruitment. Many localities such as Gloucester do not have staff positions dedicated to this matter as there is no State administrative funding to do so.

SOCIAL SERVICES SUPERVISORY STAFF SET SUMMER EDUCATIONAL GOALS

This month, the Supervisory staff at Social Services set the topic of establishing priorities as their summer educational project utilizing the principles from Peg Pickering's book titled *Prioritize, Organize-The Art of Getting It Done*. It is anticipated that this will enable the supervisory staff to improve their skills as well as assist their staff with making improvements. This is especially important due to the continued increase in caseloads and demands placed on the agency.

SPECIAL EVENTS SAFETY COMMITTEE

The Director of Parks, Recreation, and Tourism reports that a new Event Safety Committee was formed to create and manage event action plans for Parks, Recreation, and Tourism events. This idea for this committee arose out of safety-related issues during the last Daffodil Festival. The risk management plans address potential emergencies and how they are to be handled, with particular attention given to events that have large crowds. Representatives from both fire and rescue companies, the Sheriff's Department, amateur radio, and the Daffodil Festival serve on the committee, along with the Emergency Services Coordinator, the Director of Parks, Recreation and Tourism, the Parks Superintendent, staff from Buildings and Grounds, and the Special Events Coordinator. The first event addressed was the annual July 4 Celebration.

STAFF MEETS WITH DELEGATE HARVEY B. MORGAN

The Assistant County Administrator joined Anne B. Smith, Colonial Group Home Commission Administrator, on Thursday morning for a meeting with Delegate Morgan to solicit his support and sponsorship of a bill to restore juvenile justice monies for statewide juvenile group homes. In actual dollar figures, the funds that the Colonial Group Home Commission have received annually have been greatly reduced from \$748,715 in FY03 to \$261,748 this current fiscal year 2011 and will drop to \$243,091 for FY12.

STAFF PLANNING RETREATS

The County Administrator conducted staff retreats during June with County leadership, including Department Directors and Constitutional Officers. The retreats focused on process, process improvement, organizational structure, and improvement of flow for citizens who seek services from the County.

STATE SOCIAL SERVICES MAKES PROGRESS ON IMPLEMENTATION OF A NEW PROGRAM FOR DAY CARE SUBSIDY PROGRAM

Social Services received notice that progress has been made towards implementation of a new computer program that can greatly assist in determining eligibility for day care subsidy programs as well as processing payments for day care services received by citizens. The program will also have a component that permits community day care providers to check the status of payments. Full implementation is expected in the next three months.

STREET MAP UPDATES

The GIS group started work on updating the County street map. All new roads have to be placed and the layout updated since the last street map was produced. This project will continue until all road additions are drawn and all quality control work is complete. The GIS group is shooting for a July completion date when the map will be sent to the printers.

SUPERVISOR CREWE'S GLOUCESTER POINT AREA BUSINESS MEETING

The Community Education Department is assisting with publicity efforts for the upcoming July 13 followup Gloucester Point Area business Meeting to be held at 7:00 p.m. in Abingdon Elementary School. A postcard mailing was sent to all targeted businesses and flyers produced for delivery.

SUPPLEMENTAL NUTRITIONAL ASSISTANCE PROGRAM (SNAP) SEES A DECREASE IN APPLICATIONS

For the first time in twenty-three months, the number of applications for the Supplemental Nutritional Assistance Program (SNAP, previously known as food stamps) dropped by a few this past week. While this is not a sign of a changing economic climate it does provide some insight into the economy and its effects in Gloucester County.

TASK FORCE ON COMMUNITY CONCERNS CONTINUES DOMESTIC VIOLENCE AWARENESS

The Board appointed Task Force on Community Concerns on Monday morning sponsored a program on domestic violence presented by Hope Brooks, Director of the Middle Peninsula Pre-Trial and Probation Program. Hope's very informative presentation noted how this program addresses monitoring court ordered placed domestic violence offenders.

T. C. WALKER HOUSE

The T. C. Walker Subcommittee met at Hampton University. HU has agreed to begin initial internal demolition of the house and to remove all asbestos materials. Additionally, we will look to remove the external vegetation and insure that the house is weather secure. HU has requested site information and aerial photographs of the property including the two houses located on Route 3/14. Additionally, work was done to re-tack a portion of the protective covering from the porch removal that had lost its adhesiveness. This helps protect from weather and other unwanted intrusion into the house.

TAX BILLS MAILED

The Treasurer reports that both the real estate and personal property tax bills have been mailed. Real estate bills were mailed on June 10 and 11, and personal property bills were mailed on June 14. State law requires that bills be mailed at least 14 days in advance of the due date, and while we were close to that, we did beat that deadline in both cases. She reported that they did have issues with each of the bills – they inadvertently missed including mortgage company information on the real estate bills. The information was sent to the mortgage companies; however, the property owner's copy of the bill does not reflect that. With the personal property bills, we have an alignment issue with the tax relief information. The billing amounts are correct, but the bills are slightly confusing for those taxpayers receiving the personal property tax relief.

TAX PAYMENT PROCESSING

The Treasurer reports that they continue to work on processing tax bill payments. They are seeing lots of walk-in customers as well as receiving high volumes of payments by mail, through our drop box, and electronically.

TIMBERNECK AFFORDABLE HOUSING LOTTERY

On June 2, the lottery drawing was held for the two homes offered as Affordable Workforce Housing through proffers by Timberneck LLC. Although two individuals were chosen to purchase the two lots in the Holly Beach Subdivision, for various reasons, purchase of the homes has not come to fruition. The committee which established the criteria for the affordable homes will reconsider the eligibility criteria. The group will meet again in July to discuss the next step in securing qualified buyers for these first two homes.

TIME SHEET PLUS

Buildings and Grounds staff is reviewing the sites to see what needs to be done for each card reader (power and network drops must be placed at each location). The test group is being increased to have many different locations and employees testing the software. The software integrates with our payroll software and should help increase efficiencies with timesheets and payroll.

TRANSIT VISION PLAN FOR HAMPTON ROADS - PHASE II

Planning Department staff attended the Steering Committee meeting for the Transit Vision Plan for Hampton Roads. This planning process is being coordinated by the Virginia Department of Rail and Public Transportation (DRPT) in conjunction with Hampton Roads Transit (HRT) and Williamsburg Area Transport (WATA). This Vision Plan provides for a functional transit system for the area based on existing and proposed land use, ridership modeling, and marketing analysis. As previously reported, the long term vision for Gloucester is an express bus along Route 17 from Gloucester Courthouse to Oyster Point which will connect to the rest of the system. Express buses are typically coach style buses offering a comfortable ride and typically wireless internet service allowing commuters to work on their way. Ideally a dedicated lane of right of way would be preferred for the route; however, it is not required and various recommendations for facilitating bus movement and planning for commuting stations in rural and suburban areas of Hampton Roads will be discussed in the final report.

TREASURER STAFF TRAINING

The Treasurer and a Deputy Treasurer attended a Delinquent Collections class sponsored by the Treasurers' Association of Virginia in Petersburg on May 25-26. Participants were taught the specifics of Virginia law with respect to the various collection tools that are available. The Treasurer and Chief Deputy Treasurer attended the Treasurers' Association Annual Conference in Williamsburg this month. The Treasurer was co-chair of this year's conference committee.

TRUANCY INTERDISCIPLINARY TEAM

A staff member has been selected to serve on the newly created Interdisciplinary team being spearheaded by Gloucester Public Schools in regard to truancy matters. Youth who present with excessive truancy are referred to this team prior to court intervention being sought. It is hoped that court intervention can be sought as a last resort, after all resources and options have been explored. The first referral was made to this team this week. It is expected that this team will gain momentum as the upcoming school year progresses.

URBAN DEVELOPMENT AREA (UDA) PLANNING GRANT

The Planning Department has worked with the VDOT consultant firm, The Cox Company, to finalize a scope of work, schedule, and project budget to designate at least one UDA in Gloucester based on the state code requirements and provide the related analysis and code amendments to allow for implementation of the UDA in the County. This final scope of work was approved this month by VDOT and a notice to proceed was issued on June 24. Planning staff has begun working closely with The Cox Company to start the project. The Planning Department and the Department of Information Technology are coordinating with The Cox Company to compile the necessary data and information for Cox to do the initial analysis of the proposed UDA at Gloucester Point. Staff will be meeting with the consultants at the end of July and will continue to provide information and direction as needed.

UTILITY ADVISORY COMMITTEE

The Utility Advisory Committee has continued its work on the identification of a long-term financial plan for the Public Utilities Department. The Committee held an additional Special Meeting and completed the Recommendations for the Board concerning methods of long-term financing of the Department.

VACO/VML LEGISLATIVE STEERING COMMITTEE ON ENVIRONMENT AND AGRICULTURE

The County Utility and Codes Compliance Directors attended an Overview of Major Water Quality Issues-Stormwater regulations and Chesapeake Bay-wide TMDL (Total Maximum Daily Loading) at the Albemarle County Annex on June 2. The briefing included comments/presentations/Q&A from representatives of VACO/VML, US EPA, Center for Watershed Protection, State DCR, State DEQ, Virginia Association of Municipal Stormwater/Wastewater Agencies, Homebuilders Association, Chesapeake Bay Foundation, and the Virginia Agribusiness Council. Each agency made presentations on their respective

concerns regarding the upcoming Bay Wide TMDL pollution diet standards, to be adopted by the EPA this year, with focus on the individual stakeholders involved, including Counties and Cities, and the imposed requirements for each. County staff continues to monitor this issue and gather information pertaining to guidelines, regulations, and deadlines expected to be imposed by both the EPA and the State, with expectations of County Program development within two years.

VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP/JAPAN VIRGINIA SOCIETY

The Director of Economic Development attended the annual Virginia Nippon event in late May. This event is a daylong opportunity to meet and support Virginia's Japanese companies and their leadership. Representatives from Canon Virginia were in attendance.

VIRGINIA HOSPITAL CONFERENCE SPEAKER

Our Emergency Management Coordinator spoke on a panel at the Virginia Hospital Conference pertaining to Special Needs.

VIRGINIA LOCAL GOVERNMENT MANAGEMENT ASSOCIATION (VLGMA)

The County Administrator, who has been serving as Secretary of the Virginia Local Government Management Association (VLGMA) and liaison to several committees, was elected Second Vice-President of VLGMA at the annual meeting in June. Part of the responsibilities of that office include chairing the Professional Development Committee, which is ultimately responsible for planning VLGMA's Winter and Summer conferences and helping to select the chair of the subcommittee for each conference.

VIRGINIA RETIREMENT SYSTEM (VRS)

As reported earlier, the 2010 General Assembly created a new Virginia Retirement System (VRS) benefit plan, VRS Plan 2, for employees hired on or after July 1, 2010 who are new to VRS. The new benefit plan was reviewed with the Board of Supervisors at the June 1 meeting, and the Board exercised its option to pay the 5% member contribution for Plan 2 employees beginning July 1, 2010. This percentage contribution is the same as that currently being paid on behalf of VRS Plan 1 members. This decision can be changed by Board action at a later time, with any changes made effective the following July 1. This decision has no impact on next year's budget, as we will always have to budget full VRS contribution amounts because you will not know until after a hire if the new employee has prior service in the VRS.

WATER QUALITY REPORT FOR GLOUCESTER POINT BEACH

Readings for the water quality report for this year's swimming at Gloucester Point Beach were excellent.

WATER TREATMENT PLANT

Vendors installed the IQ analyzers at the Water Treatment Plant, which are part of the electrical power system which had been damaged by an electrical surge during December. The cost for this replacement has been submitted to our insurance carrier for reimbursement. The Director of Public Utilities reports that the soft starter on Well #2 was damaged by a lightning strike on June 12. Replacement parts will be ordered in July. Our insurance carrier has been notified of the pending claim. Sludge was removed from holding pond #1 and placed in the drying bed. Water demand continues at an increased rate. Water intake averaged 1.5 to 1.6 MGD (million gallons per day). The Distribution Crew responded to an increased number of potable water leaks. The Director of Public Works reports that a representative from the Virginia Department of Health (VDH) conducted his semi-annual inspection of our Water Treatment Plant and conducted interviews with department's management.

WEB EOC PROCESS MANAGEMENT

Emergency Managers from the Region met at the Hampton Roads Planning District Commission to participate in a discussion of how to fully utilize WebEOC. The meeting was facilitated by ESI, the

company who produces WebEOC. The group will bring back a formal report to the Region with policies for all to use.

WEBSITE DEVELOPMENT

Department of Information Technology (DIT) staff is working with departments that are having problems working on their new website in Dot Net Nuke (DNN). We are spending time on development of the web pages and graphics so that the new website will be more interactive and have more features than the existing website.

WHERE IN THE WORLD IS...BRENDA GARTON?

This month, the County Administrator visited the Sheriff's Office and Jail. In addition to spending considerable time with Sheriff Gentry, she also spent time with staff from various divisions, including patrol, investigations, dispatch, courts service, etc., where various staff members reviewed the work they do. It was clear that members of his staff take great pride in what they do. She enjoyed lunch with the staff and had a great opportunity to spend time with the staff. Future scheduled "Where in the World Is...Brenda Garton?" visits:

- Wed., July 7, Water Treatment Plant and Public Utilities Maintenance Yard, 2:15 – 4:30 pm.
- Fri., Aug. 13, 8:30 – 11:30 am, Building Two: Treasurer, Commissioner of the Revenue, Real Estate Assessor.

The last site to be visited will be the Health Department, though the date in September has not yet been finalized. These monthly visit will be suspended once this final site visit has been completed. Employees have been very appreciative of the opportunity to showcase the work they do, meet one-on-one with the County Administrator, and discuss issues and concerns.

WOODVILLE PARK

The contractor installed culvert piping this month for the road at Woodville Park. Volunteer Chris Clifford worked on rough grading of the second soccer field. Curb and gutter for the entranceway at Woodville Park was installed and additional road base material was delivered from the Gloucester Point road construction project. Unfortunately this month, geo tech inspectors found unexpected underground soil complications during a section of the road's proof-rolling. Construction work on the road had to be halted while an action plan was made on how to deal with poor subsurface soils. As the road cannot be constructed to VDOT standards without adequate road bed, we had to address the issue. Several options were considered and the solution was to install a layer of geogrid material to make the subsurface stronger. The cost for this will be \$29,130.15. To cover this additional cost, we plan to transfer any identifiable unspent funds within the Parks, Recreation, and Tourism Department and transfer any amount that cannot be thus covered from the County Administrator's Contingency Fund. Once that problem was resolved, construction work on the road started up again and is moving along nicely. Because the County has not utilized the maximum of grant funds from VDOT, we can apply for a reimbursement of \$8,000 of the \$29,130. Additional free material was brought in from Gloucester Point and Chris Clifford is using it to build a connector road. Recall that this project is made possible by a \$350,000 grant, with an additional \$92,000 from donors. We have received another offer for fill material that may be appropriate for the softball fields and are investigating the possibility.

YMCA

The Director of Economic Development met with the Executive Director of the Peninsula YMCA and others to discuss the potential for the development of a YMCA in Gloucester. The meeting was an initial discussion on the overall requirements for a site, financial commitments, and community support, including the necessary fund-raising.

YOUTH AND YOUTH ADVOCATE AWARDS

Twenty-five youth and adults were recognized for their special accomplishments and achievements during the 2010 Outstanding Youth and Youth Advocate Awards program held on June 3 at Walker Elementary School. The County's DIT Director was recognized for his many years of dedicated service to our youth through his work with Boy Scouts, Parks and Recreation programs, and Baystars soccer. The program helps to provide a spotlight and focus on the many positive contributions of our youth and adults in our community. Community Education staff organized this event as well as the very nice reception held following the awards for recipients, their families, and other attendees.

Monday, July 12, 2010