

**GLOUCESTER COUNTY
COUNTY ADMINISTRATOR'S
MARCH 2010 MONTHLY REPORT
Presented Friday, April 9, 2010
Prepared by Brenda G. Garton, County Administrator**

CALENDAR ITEMS

Upcoming events:

- Board of Equalization Hearings, Apr. 12-17, beginning at 8:45 am, Old Health Department Building.
- Budget Public Hearing, Mon., Apr. 12, 7:00 pm, Gloucester High School.
- Budget Worksession, Thu., Apr. 15, 7:00 pm.
- Board of Equalization Hearings, Apr. 19-23, beginning at 8:45 am, Old Health Department Building.
- National Crime Victims' Rights Week Activities, Mon., Apr. 19 – Sat., Apr. 24. (See activities listing later in report under Victims' Rights.)
- Regular Board Meeting and Budget Worksession, Tue., Apr. 20, 7:00 pm.
- Budget Worksession (Budget and Tax Rate Adoption), Thu., Apr. 22, 7:00 pm.
- Board of Equalization Hearings, Apr. 26-30, beginning at 8:45 am, Old Health Department Building.
- Board of Equalization Hearings, May 3-4, beginning at 8:45 am, Old Health Department Building.
- Regular Board Meeting, Tue., May 4, 7:00 pm.
- Gloucester Goes Green Day, Sat., May 8, 9:00 – 12:00 noon, Gloucester County Library parking lot.
- Regular Board Meeting, Tue., May 18, 7:00 pm.

4-H CAMP SCHOLARSHIP

County Agency Heads, Department Directors, and Constitutional Officers will sponsor an elementary school 5th grader's attendance at Jamestown 4-H Camp this summer. The \$190 registration fee plus camper supplies will be provided to a child who otherwise would not have financial resources to attend. The funds to support this camper are voluntary donations by County leadership, done on an annual basis.

ABINGDON PARK

An evaluation of the grading work was made after this month's rain. A few small areas still need work. Chris Clifford purchased a piece of equipment to cut grooves into the field, which helps to integrate the layers of soils and with drainage. The Director of Parks, Recreation, and Tourism reviewed plans to irrigate the soccer field with the Utilities Department and a decision was made to pursue a well. Contact was made with the Health Department and Codes Department about permit requirements. A local well digger has been asked to provide a cost estimate.

ADOPT-A-SCHOOL GRANT PROJECT

The Director of Community Education reports that Abingdon's Community Education Coordinator applied for and received an Adopt-a-School grant given by the Chesapeake Bay National Estuarine Research Reserve to provide Abingdon elementary students with field trips and class presentations on the Chesapeake Bay. The grant will be used in conjunction with educational services from the Virginia Institute of Marine Science and demonstrates one example of the strong partnership that exists with VIMS, the school, and Gloucester County.

ALLSTATE GRANT

Park Partners was awarded a \$1,000 grant by Allstate thanks to the involvement of Nan and Ken Evans. The Board of Park Partners will meet next month to discuss how to use the funds.

ALTERNATIVE SEWAGE DISPOSAL SYSTEMS (ASDS)

The Utility Department continues to address the various issues surrounding Alternative Sewage Disposal Systems (ASDS). An application for installation of an ASDS was received by the VDH for a system that does not have the NSF 245 certification. In conjunction with the Virginia Department of Health (VDH), the Utilities Department reviewed the application for the installation of a Clearstream ASDS unit, which was not approved. The submitted information demonstrated only that the Clearstream 500 has the capability to achieve greater than fifty (50) percent nitrogen reduction under the conditions tested. However, the testing did not replicate or simulate the performance of the system under conditions anticipated to be experienced once a unit is installed and in operation, nor was the testing period sufficient to demonstrate compliance with the standard.

ALTERNATIVE SEWAGE DISPOSAL SYSTEMS (ASDS) – STATUS OF STATE EMERGENCY REGULATIONS AND POLICY DEVELOPMENT

The proposed Emergency ASDS Regulations were signed by the Virginia Secretary of Health and returned to the Governor's office for signature. As part of the County's ASDS Working Group, the Planning Director, Utilities Director, Director of Codes Compliance, County Administrator, County Attorney, and representatives from the Health Department participated in several meetings and discussions regarding interpretation of the local ordinance, Code Section 19-17, regulating Alternative Sewage Disposal Systems (ASDS). The group will be preparing a policy to assist the Health Department in interpreting the local ordinance. The Director of Utilities, Chair of the ASDS working group, will be coordinating this effort. Finalization of the County policy is being considered since the state emergency regulations are now officially adopted and signed by the Governor.

APRIL IS NATIONAL COUNTY GOVERNMENT MONTH

A terrific way to bring in spring is to show your pride in county government by celebrating [National County Government Month](#) (NCGM) throughout the month of April. (Gloucester is highlighted on NACo's website.) In sponsorship with NACo, Gloucester County joins counties across the country in celebrating "Health Counties" as the theme. A special 2-page feature article was printed in The Beehive citizen publication, as well as features in the Gazette Journal and on local radio station WXGM. On Thursday, April 22, a "Job Shadow Day" will be held with 8th grade students in partnership with the school system.

BEAVERDAM PARK EQUIPMENT

Using previously budgeted funds, Parks, Recreation, and Tourism staff purchased two new canoes to replace canoes that were bought when Beaverdam Park originally opened. A grader blade attachment for the tractor will also be purchased with existing funds to use for grading gravel parking lots and roads.

BEEHIVE SPRING/SUMMER PUBLICATION PRINTED AND MAILED

The latest edition of the County's citizen publication *The Beehive* was printed and mailed in early April to all postal box holders. In this issue is a special feature on National County Government Month with the theme "Healthy Counties" that highlights the many ways Gloucester County government provides services and programs for a healthier community. In addition there are informational articles on the FY11 budget process, fire burning rules and ban, "green" initiatives, Gloucester Village plan, Census 2010, as well as schedules and activities for Parks, Recreation, and Tourism, Public Library, Cooperative Extension, and numerous non-profit/community organizations.

BOARD OF EQUALIZATION

The Real Estate Assessment Office worked with the members of the Board of Equalization (BOE) to develop the forms and letters that they needed in order to start their business. An organizational meeting was held late in February. A template of minutes for future meetings was developed and reviewed. The BOE decided that due to time constraints, assigned appointment times would be used and at the BOE's direction, staff is scheduling four or five cases per hour. The first set of letters was mailed on March 5 and

hearings began on March 15. Citizens who requested a BOE hearing are being assigned a specific time slot, and the case will be considered at that time, whether or not the citizen can make it. The BOE has seriously considered that this will not be a popular decision, but is necessary if they are to complete their work in the 60-day time frame. They decided to do their reviews geographically, so that properties in the same area will be considered together. The space in the old Health Department was set up for the BOE hearings with the help of Buildings and Grounds, the Department of Information Technology, and the Real Estate Assessment Office. The Real Estate Assessment Office mailed letters to property owners assigning a meeting time with the BOE (per the instructions of the BOE). They have also been making individual telephone calls to property owners to make sure they are aware that they have or they will be receiving letters. Four of the BOE members met with the Real Estate Assessor personally early this month to gain a better understanding of Reese's process for the reassessment. The BOE continues to meet virtually daily per the advertised schedule. At the end of March 31, the Board of Equalization had reviewed 422 parcels for a total decrease in value of \$7.85 million.

BOARD OF SUPERVISORS MEETINGS CANCELLED

The following meetings previously scheduled have been cancelled by the Board of Supervisors:

- Budget Worksession, Tue., Apr. 27.
- Board Retreat, Sat., May 1.

BOTETOURT BUILDING BASEMENT

A few months ago, two heaters were installed in the Basement of the Botetourt Building to provide an indoor climate more conducive to public use in that area. Calculating the heat load required for historic basements is far from an exact science and the two heaters were installed to determine their effectiveness. Having plenty of cold days to monitor the basement, the Director of Public Works reports that a third heater has now been added and should satisfy heating needs.

BROADBAND PROJECT: MIDDLE PENINSULA BROADBAND PROJECT AND GOOGLE APPLICATION

As a result of the fact that the MPPDC and NNPDC Broadband Project was not funded in Round One of the ARRA Broadband Funding cycle, the localities decided to proceed with Round Two. Staff also learned of the Google offer to provide internet access to a community and worked through the MPPDC on posting a regional application on that website as well. Deadlines for both were very tight. The MPPDC worked on putting together our application to Google and gathering information for the consulting firm that prepared the application for Round Two. As part of the Google application process, we solicited support and positive comments from as many people and organizations as possible. The Departments of Community Education and Information Technology conducted an awareness campaign to encourage as many people as possible to visit the Middle Peninsula Planning District's website at <http://www.vamidpengoogle.com/> to post their comments prior to the March 26 deadline. Information was also shared with the school system and all agencies and organizations of the Gloucester Resource Council. Announcements were made through all media sources, as well as the County's e-news service and website. All mediums were used to get the word out to as many as possible, as soon as possible.

BROWN PARK SKATE SPOT

The site plan for the skate spot at Brown Park was resubmitted with revisions to the Codes Compliance Office. As soon as it is approved, construction will be scheduled to begin.

BUDGET: COUNTY ADMINISTRATOR'S PROPOSED FY 2010-2011 BUDGET

The County Administrator's Proposed FY 10-11 Budget was presented to the Board and the public at the Board Meeting on March 2. The FY 2011 Proposed Budget and the County Administrator's PowerPoint presentation have been posted to the County's web site. The Public Hearing on the proposed budget and advertised tax rates is April 12. The County website has been updated to include all pertinent budget

documents and presentations and provides an online comment form for citizens to submit input and comments to the Board electronically.

BURGH WESTRA

The Planning Commission reviewed the recommendation from the Historic Committee for the Burgh Westra Historic Overlay District and agreed with the recommendations. They directed staff to schedule a public hearing on the code amendment in May, and asked for a letter from the property owner agreeing to this change.

BUSINESS LICENSE AND BUSINESS TANGIBLE PERSONAL PROPERTY TAX

The Commissioner of the Revenue reports that “this is a very busy time of year for this office and this year has been especially busy in dealing with out of the norm situations where personal property values are concerned.” He says that “Business License and Business Tangible Personal Property Tax Returns were due on March 1 and 600 +/-, or approximately 20% of the businesses, remain delinquent in filing. This is not abnormal or specific to Gloucester, as all localities in Virginia face a similar if not worse non-compliance rate. We have mailed our first round of communication to those in non-compliance reminding them of the requirement by suggesting it was an inadvertent oversight and compliance would be appreciated. Further communication to those that remain in non-compliance in early May will be less forgiving in terms of legal action.”

CELEBRATE FAMILIES FESTIVAL

Celebrate Families was a tremendous success with over 600 families attending (estimate of 2,000-2,500 total participants). Community Education, Parks, Recreation and Tourism, and Virginia Cooperative Extension staffs were instrumental in working with the Gloucester Resource Council planning committee to offer this event to the community. The Gloucester Chamber of Commerce and Gloucester Public Schools were also involved offering a Job and Trade Fair as well as food court. Over 90 exhibitors were on site and family entertainment and activities were offered throughout the day. Several county departments exhibited including the County Administrator’s Office with the Board of Supervisors, Planning, Codes Compliance, Community Corrections (Pretrial and Probation), the Treasurer’s office, and others. In keeping with this year’s theme, “Celebrating the 21st Century Family”, the display featured pictures of the staff of various County Departments and Agencies which serve our community. Additionally, County brochures and other related information were distributed. The Planning Department had a table at the event with the latest zoning and other maps for display, with assistance from the DIT. The Planning Director and both staff planners were on hand to interact with citizens and representatives from other groups and agencies. Citizens were asked to put a star on a map of the County to show where they live, which often resulted in discussions about planning in Gloucester and participation in our Comp Plan Update. Planning Department staff handed out bookmarks and business cards with our website, newsgroup, and contact information. In addition to our Zoning and Future Land Use maps, the display had a running PowerPoint Presentation that explained the Comprehensive Plan Process. Based on the number of stars “lighting up” our map and the many discussions staff enjoyed with interested citizens, we felt it was another very successful event and congratulate the organizers for a job well done. The Codes Compliance Office also enjoyed participating at the Celebrate Families Event. Department volunteers manned the booth. With emphasis on the health of the Bay, stormwater run-off, and other environmental concerns, exhibits were prepared and presented and child and adult handouts (as well as some goodies) were distributed. Special thanks to the Hampton Roads Planning District Commission’s ‘HR Storm’ for the freebies and the Tidewater Soil and Water Conservation District for exhibit help and materials.

CHESAPEAKE BAY GOVERNORS SCHOOL AT RAPPAHANNOCK COMMUNITY COLLEGE (RCC)

The Environmental Programs Administrator in the Codes Compliance Office was a guest speaker at the Chesapeake Bay Governors School Program at Rappahannock Community College (RCC). The Governors

School Program, sponsored by RCC through Gloucester High School, provides for college level credits for High School students to participate in a number of disciplines including environmental through the Chesapeake Bay School. Topics covered in the presentation included the Chesapeake Bay Act, upcoming mandates by EPA on “pollution diets” for the Bay (TMDL or Total Maximum Daily Load), and effects of agricultural, commercial and residential development on the health of the Bay.

CHESAPEAKE BAY LOCAL ASSISTANCE ADVISORY REVIEW

The Planning Department coordinated a meeting with staff from Codes Compliance to review the draft Advisory Review from the State Department of Conservation and Recreation’s Division of Chesapeake Bay Local Assistance (CBLA). Staff had thirty days to comment on the draft prior to the County’s formal compliance evaluation, which is scheduled for October 2010. Planning Department staff and staff from Codes Compliance held a conference call in March regarding their comments on the draft Advisory Review provided to us by the Department of Conservation and Recreation’s Division of Chesapeake Bay Local Assistance (CBLA). This review is only an advisory one and the formal compliance evaluation will take place later this year.

CHESAPEAKE BAY TMDL

The EPA will establish and oversee achievement of a strict "pollution diet" known as a Total Maximum Daily Load, or TMDL, that will drive actions to clean local waters and the Chesapeake Bay. Staff from Planning and Codes Compliance attended a second in-house EPA webinar on the status of the upcoming bay-wide TMDL. Staff from Planning, Codes Compliance, and Public Utilities Departments, as well as the Health Department, have formed a committee and will continue to follow actions by EPA and DEQ, and meet as needed throughout the TMDL process.

CHESAPEAKE CLEAN WATER AND ECOSYSTEM RESTORATION ACT

Staff from Planning and Codes Compliance met with representatives of the Chesapeake Bay Foundation (CBF) to discuss the recommendations from the Go Green Gloucester Advisory Committee for support of the Chesapeake Clean Water and Ecosystem Restoration Act, which is a federal level proposal that is currently in committee. While staff supports the efforts to clean up the Bay, we were concerned with the requirements for local governments in the legislation and our ability to perform them. According to Ann Jennings, the Virginia Director for CBF, the legislation mirrors the requirements for the Bay Clean-up through “TMDL’s” which is the Total Daily Maximum Load of various nutrients going into the Bay. The EPA has mandated clean-up for the Bay through implementation of a “Pollution Diet” based on these TMDL’s and this Act would codify these requirements and provide funding for implementation. Tommy Leggett, who is a member of the Go Green Gloucester Advisory Committee and is also a CBF staff member, made a presentation to the Board at its April 6 meeting on the Chesapeake Clean Water Act and received the County’s support for this legislation.

CLEAN COMMUNITY & LITTERING HOUSE BILL NO. 1334

The Clean Community Committee was recently notified by Delegate Morgan’s office that HB 1334 did not pass the Senate Courts of Justice and no further action will be taken this year. The committee will work with Delegate Morgan to have the bill revised and re-submitted for next year.

CLEAN COMMUNITY PROGRAM BROADCAST

Lorna-Frazier Lindsey was the featured speaker on DUKE Report, which is produced by the GHS Broadcast class in the studio and was shown on Channel 47.

COMMUNICATIONS/DISPATCH UPGRADE

The County Engineer reports that we are currently awaiting shipment of the last pieces of equipment to enable the gradual and complex cut-over process from the current dispatch room, current 911 equipment, and current radio systems to the new dispatch room, new 911 equipment, and new radio system. Once the

cut-over process is complete, the new radios will gradually be installed throughout the fleet. Final Tower Site inspections were held in March, with only very minor deficiencies identified. Staff from the Sheriff's Office and Public Works Department attended a meeting in York County, along with representatives from the other users of our regional communication system, to discuss how the expansive system can be programmed to best provide for our local communication as well as interoperable communications. The national "rebanding" process drove both the recent delays to our project and the need to have this regional meeting. The rebanding process is now clearly laid out for our regional system and our cut-over to the new system can now confidently be scheduled over the next few months. The Director of Public Works and the County Administrator attended a meeting with the County Administrators and their staff from York County and James City County to discuss the contents of a draft memorandum of understanding for "Operations, Oversight and Management" of the joint public safety/public service radio communications system serving the Counties of York, James City, and Gloucester. This document is necessary to protect our mutual interests today, but more importantly in the future when completely different representatives are involved. The schedule to cut over to our new system continues to be difficult to finalize. Nearly all of the infrastructure is in place here in Gloucester, our subscribers (radios) are ready for installation, but there are many interrelated projects underway which impact each other. We have a proposal from HVC Chenault Architects for preliminary Emergency Communications Center 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. The preliminary design scope would culminate in the presentation of two concepts with probable construction costs for 1) a completely separate building and 2) an addition to the law enforcement building. Our capital budget for the overall E911/Radio/Dispatch project already includes funding for design and construction of this relatively small building (~4,000sf).

COMMUNITY CONNECTION E-NEWS SERVICE

With almost 800 individual subscribers, the Gloucester Community Connection Email News Service provides current County, school, and community information to individuals and non-profit groups each month. The April notice was e-mailed to all subscribers. The total number of group subscriptions to all the e-news services is 6,500. Efforts are underway to promote and publicize the e-news service in the next few weeks to increase participation.

COMMUNITY EMERGENCY RESPONSE TEAM (CERT) STEERING COMMITTEE MEETING

The Emergency Management Planner met with the CERT Steering Committee to discuss and set dates for future training, to include the functional exercise on April 24 and a chain saw safety class later this spring.

COMPREHENSIVE PLAN UPDATE

The Comprehensive Plan Steering Committee and Planning Department staff met in March with staff from the Hampton Roads Planning District Commission to continue work on the County's update of the Comprehensive Plan. During the meeting, the committee worked on the Plan's vision statement, Natural Resources section, and a map exercise based on the Plan's green infrastructure approach. Planning Department staff and HRPDC staff will meet during the coming weeks in preparation for the group's next meeting on April 15 to work on the next sections of the plan and review the updated maps based on the work from the March meeting.

CONSENT ORDER – CONTINUED ACTIVITY

Regarding the EPA Consent Order, of which Gloucester County is part due to its membership in the Hampton Roads Sanitation District (HRSD), the Utilities Department initiated work on the required re-monitoring of eight pump stations. The equipment vender/installer has been contacted and a meeting is being scheduled to pursue this issue. A meeting was held with the consultant (URS) to identify the equipment necessary for the re-monitoring of sewage flow required by the DEQ, with cost estimates from the vendor anticipated in April.

CONTINGENCY FUND

As of March 31, the County Administrator's Contingency Fund looks like the following:

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	\$	(47,000) 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)
Balance Remaining March 31, 2010	\$	25,368

CORR STREET ACCESS TO COURTHOUSE

We continue to get questions and requests to open Corr Street to traffic. (The entrance from Corr Street to the Courthouse parking lot is blocked.) VDOT will assist the County with the equipment necessary to count cars. Using a start date in April, we would collect traffic information on Corr St. with the access road closed to measure a baseline, and then we would measure the traffic on the opened access road for comparison. Staff plans to discuss this proposed activity with residents of the area.

COUNTY FAIR

Recognizing the lack of appropriate facilities at Ark Park for hosting the County Fair (mainly parking and the need for a building), Parks, Recreation, and Tourism staff explored the possibility of relocating the fair to Gloucester High School. Due to the cost associated with such a move, the decision to potentially relocate the fair has been postponed. Attendance has declined over the last two years, and the number of exhibits has been reduced dramatically since the fair moved to Ark. People do not want to exhibit their work under a hot and damp tent. Some entries have been damaged by heat, dew, and rain. The location of Ark Park for this year's fair is confirmed, and the dates were moved this week to avoid 4-H Camp Week and the Last Muster event in the Court Circle scheduled for the same weekend. The Fair will be July 28 – July 31, 2010. Mrs. Burnette has announced this will be her last year. It is her 40th! Staffs from Parks, Recreation, and Tourism and the Extension Service are very concerned about how to handle the future of the event.

COURTHOUSE SQUARE STREETLIGHTS

Correspondence with the Homeowners Association of Courthouse Square and Dominion Power indicate that the promised streetlights should be installed within 60 days.

CREEK CLEAN-UPS SCHEDULED: CLEAN THE BAY DAY ON JUNE 5, 2010

Codes Compliance, Environmental Programs, is again sponsoring the annual creek clean-ups for the Sarah's Creek, Severn River, and Perrin Creek areas in the County on Saturday, June 5. For the last several years, we have combined these longstanding events with the Chesapeake Bay Foundation's (CBF) Clean the Bay Day activities. The Department recently signed the participation agreement with the CBF for this year's event on June 5. Further information on participation and details will be released when available.

CSA TRAINING AND REGIONAL MEETING

Along with other members of the Community Policy and Management Team and the Family Assessment and Planning Team, the Director of Social Services attended a half day training on the Comprehensive Services Act (CSA) as it applies to Special Education Individual Education Plans (IEP). Primarily this training focused on mandated funding requirements of CSA as well as mandated funding requirements of the public school system for IEP related services. This has long been a source of confusion across the State. This training served to answer several questions that repeatedly are raised within our locality. In addition, the Director also met with the Executive Director of the Office of Comprehensive Services, as part of a Middle Peninsula/Northern Neck Social Service Directors' effort to gain more insight into how the General Assembly's CSA changes will impact localities in the upcoming fiscal year. All questions were answered and it was made very clear that there will be an increase in local funding requirements for mandated populations served, primarily due to a higher local match for Medicaid reimbursed services.

DAFFODIL FESTIVAL PREPARATION

Staff in the Parks, Recreation, and Tourism Department and volunteers worked diligently and in support of the Daffodil Festival Committee to prepare for the Daffodil Festival, held on March 27-28. The Festival Store was opened this month in the Court Circle for people wanting to buy items in advance. Buildings & Grounds (B&G) staff worked hard to make final preparations to the Grounds in preparation for the Daffodil festival. A little nitrogen and rain goes a long way, and the Sheriff's inmate work crew was needed to help rake up cuttings from the tall grass after the lawns were mowed this week. B&G staff also installed the long table that is an annual fixture in the food court area at the festival (plywood on saw-horses) late Friday afternoon. Have you ever wondered about the safety of the amusement rides at the Festival? The County's Building Official is a Certified Amusement ride inspector in the Codes office, and he inspected the devices early Saturday morning for compliance with amusement ride codes. The device owners were extremely cooperative in providing a safe and fun portion of the Daffodil Festival activities.

DAFFODIL GARDENS HOUSING GRANT EXTENSION

The County has requested an extension for Bay Aging's Daffodil Gardens II Community Development Block Planning Grant. The extension will allow the incorporation of the proposed veterans service center and housing for which Bay Aging is currently seeking a special congressional appropriation.

EARTH DAY CELEBRATED AS "GLOUCESTER GOES GREEN" DAY IN GLOUCESTER

To celebrate Earth Day on April 22, employees were given an opportunity to purchase "Earth Day" t-shirts for Gloucester County. Forty-five t-shirts were purchased. To celebrate Earth Day, Clean Community and members of the County's Green Initiatives Team are planning a special event on May 8, 2010 from 9 a.m. to noon in the Gloucester Library parking lot to promote environmental and green projects such as recycling, paper shredding, rain barrel usage, and more.

EMPLOYEE PERFORMANCE EVALUATIONS

Departments have begun to complete evaluations with employees and return them to the Human Resource Department for final review, tracking and filing.

ENERGY WAVE SYSTEM TESTING

A pilot scale device for generating electricity from wave energy was tested at the Beaverdam reservoir on Weds and Thurs (March 24-25). The reservoir was used last year for the same purpose by the same research group from Northrop-Grumman.

FEMA HAZARD MITIGATION GRANT PROGRAM MANAGEMENT TEAM

At the FEMA Hazard Mitigation Grant Program Management Team meeting in February, the majority of the meeting covered routine items, but one topic dealt with the bankruptcy and closing of business for one of our major contractors. This bankrupt contractor currently has three homes with outstanding issues.

County staff is working through getting the work done on the homes through the surety company holding the performance bond for the bankrupt contractor, gathering alternate proposals and negotiating a new contract (that met the approval of the Surety) with a replacement contractor to finish the work within 30-days. This new contractor is on the job site. A second home, which had also been completed, but falls within the 1-year warranty period, will require that the County step in and file suit through the courts with a hope that we will be able to cover the cost of repairs through the Virginia Contractor Recovery Fund. A third home, which had also been completed, but falls within the 1-year warranty period, needs very minor repairs. It was a decision of the group that we request \$300 from the Contingency Fund to have a plumber come in and make the necessary repairs (leaking kitchen sink).

FINANCIAL SERVICES

The contract for our financial services advisor will expire on June 15, 2010. A Request for Proposals for Financial Advisory Services has been released with a return date of March 31. At the April 6 Board meeting, I anticipate updating the Board on the process, which will include a recommendation for a County Administrator appointed committee to interview and recommend a financial advisor for Board approval.

FLOOD PLAIN MANAGEMENT COMMITTEE

The County is in the process of identifying interested residents, business owners, and residents residing in flood plains to serve on the newly formed Flood Plain Management Committee whose purpose is to facilitate, review, and evaluate the Flood Plain Management Plan. To date five community members have expressed an interest in serving as well as staff identifying potential candidates. These appointments will be made by the County Administrator.

FOIA REQUESTS

The Director of Community Education reports that significant staff time was devoted to fulfilling several FOIA requests for documents related to the budget, Daniel Stuck’s legal services agreement, the reassessment, NACo Conference expenses for Supervisors, reassessment records/documents, a copy of the Gloucester Public Library lease agreement, a request related to an animal control issue, and the County’s HVAC equipment.

FROZEN COUNTY POSITIONS

The following County positions are currently frozen, as of March 31. Positions listed as “frozen and unfunded” remain on the position chart, but were not budgeted for FY 09-10 and remain vacant. As positions have become vacant since the beginning of FY 09-10, each position is frozen and the County Administrator makes the decision, on a case-by-case basis, as to whether to allow that position to be filled or to fill one of the other vacant positions which has remained open for a longer period of time. Therefore, there are also some positions which are “frozen and funded”, as those positions are funded in the current fiscal year, but have been vacated since the start of the fiscal year and have not yet been released to fill.

Office	Position	Type
Frozen and Unfunded:		
County Attorney	Assistant County Attorney	FT
Commissioner of the Revenue	Revenue Technician	FT
Codes Compliance	Inspector I	FT
E-911	Dispatcher	PT
Emergency Services	Administrative Assistant III	FT
Engineer	Public Works Engineer	FT
Buildings & Grounds	Custodian	FT
Tourism	Office Assistant	PT
Utilities	Assistant Director	FT
Utilities	Utility Worker I	FT

Frozen and Funded:

Parks, Recreation, & Tourism	Park Ranger	FT
Codes Compliance	Permit Technician	FT
Purchasing	Buyer	FT
Parks, Recreation, & Tourism	Program Assistant	PT
Planning	Planner I	FT
Sheriff	Major	FT
Reassessment	Senior RE Appraiser	FT

FURLOUGH DAYS FOR FY 09-10

At the All Employee meetings late in February and early in March, the County Administrator announced to employees that she would NOT impose the two furlough days budgeted for this fiscal year. The County Administrator has authorized that funds from the County Administrator’s Contingency Fund be transferred to the departmental budgets to replace the funding for the two furlough days. Being able to take this action at this time also has the benefit of making the proposed FY 10-11 budget figures compare to full salary figures for this year. Even though we are only left with a bit over \$25,000 in the Contingency Fund, we are confident that we will make it through the budget year in good shape, as we also have significant vacancy savings due to positions included in this year’s budget being frozen as they are vacated. At this time, the proposed budget for next year does not incorporate any furlough days.

GLOUCESTER BUSINESS PARK

The Director of Economic Development delivered executed documents to Bowen Law Office for the Haywood Flooring, Inc. closing in March. Mr. Haywood, a Gloucester business owner, plans to build, over time, three 6,000 square foot flex-space buildings, one for his flooring business and two for potential users. This completed the purchase agreement obligations between the EDA and Mr. Haywood. The EDA will continue to support Mr. Haywood through the development process.

GLOUCESTER BUSINESS PARK -- POTENTIAL NEW BUSINESS

The Director of Economic Development met with management of a company interested in relocation to the business park. He provided information on purchase procedures, Covenants and Restrictions, etc. Additionally, he met with an inventor to discuss development in a general nature and explored potential investment opportunities and sites for potential new retail stores.

GLOUCESTER COURTHOUSE VILLAGE PLAN IMPLEMENTATION

Planning staff continues to work with the Main Street Preservation Trust (MSPT) staff on projects to support or implement the recommendations in the Gloucester Courthouse Village Plan adopted by the Board on March 2, 2010. Staff from Planning, Economic Development, and Codes Compliance met with Frazier Associates and MSPT representatives to discuss a façade improvement program being initiated by the MSPT, which will be a cooperative effort between the Association, the EDA, and the County. The Association will provide either grants or loans to businesses to help design and make improvements individually to store fronts and collectively to Main Street as detailed in the Gloucester Village Plan approved by the Board. The EDA and the County will work with the Association to assist in these efforts. Additionally, Frazier will be providing design guidelines and recommendations on signage for the Village. Coordination with our sign ordinance update and compliance with our zoning and building codes are issues that the group discussed. Staff will continue to provide comments and input related to the County’s role in approving permits for any site improvements.

GLOUCESTER INSTITUTE TAX EXEMPTION

The County Administrator has received a formal application from The Gloucester Institute for tax exemption. The application was reviewed by various departments per Board Policy, and presented to the

Board at the April 6 meeting. Authority was given to the County Administrator to advertise a public hearing for the May 4 Board Meeting.

GO GREEN GLOUCESTER ADVISORY COMMITTEE

The Go Green Gloucester (GGG) Advisory Committee met this month and worked on establishing subcommittees based on separate areas of concentration in order to keep the monthly meetings as efficient as possible. These committees will meet before the next GGG Advisory Committee Meeting on April 27 and classify some of the previously discussed goals as either long or short term. Additionally, the GGG Advisory Committee has completed their recommendations for the zoning restrictions placed upon wind turbines. The Chair of that committee, Dr. William Dodson, plans to convey the committee's recommendations to the Board and public at its April 20, 2010 meeting.

GREAT AMERICAN CLEAN-UP UNDERWAY

The Clean Community Office and Clean Community Committee are promoting the Great American Clean-Up as part of the Keep America Beautiful campaign. Groups and individuals are encouraged to organize road-side and neighborhood clean-ups, with supplies and trash pick-up provided by Clean Community and VDOT. Beautification and plantings are also encouraged.

GROUNDS AND FLOWERS

Take a look at all of the flowers up and down Main Street and within our County planting beds. Our staff does a great job planting the thousands of perennials our citizens and visitors are now enjoying. Special thanks go to Brent and Becky Heath for donating countless bulbs to beautify our village.

"GUYS NIGHT OUT" EVENT AT PETSWORTH FULL SERVICE SCHOOL

A special program for male students and their fathers/male chaperone was held at Petsworth Elementary School and sponsored by the Full Service School Planning Team. Dinner was provided and a presentation made by Dr. Thomas Irungu, Three Rivers Health District Director, on "Fathers Nurturing Hearts and Minds." Afterwards there were a variety of basketball activities for the boys and their fathers/male chaperones to enjoy together. This event is held to recognize the importance that adult male involvement plays in the lives of young boys. A total of 53 people attended.

HAMPTON ROADS ECONOMIC DEVELOPMENT ALLIANCE (HREDA)

The Director of Economic Development attended a reception held by the Hampton Roads Economic Development Alliance (HREDA) to meet with companies visiting from Australia. One of the companies, a manufacturer and distributor of clothes for boys ages 6 months to 6 years, was very interested in learning more about Peace Frogs and their manufacturing, outsourcing, and distribution networks.

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION'S TRANSPORTATION CITIZEN'S ADVISORY COMMITTEE (HRTPO - TCAC)

The Planning Director met with Phil Olekszyk, the County's representative on the Hampton Roads Transportation Planning Organization Citizen's Advisory Committee (HRTPO – TCAC), which held its first meeting in March. Mr. Olekszyk is also on our Comp Plan Steering Committee and his involvement on this TCAC should be helpful in coordinating the work of the HRTPO and our long range planning for Gloucester. Staff provided Mr. Olekszyk with a brief overview of some of the projects we have been involved with for the TPO and will meet with him after his first TCAC meeting to see if he has any questions or information for staff.

HEART DISEASE AND STROKE PREVENTION TOOLKIT FOR EMPLOYERS – PILOT EMPLOYER

Gloucester County government has agreed to serve as a pilot employer in the Heart Disease and Stroke Prevention Toolkit for Employers (HDSP) program. The HDSP program is a cooperative effort of the

Virginia Business Coalition on Health (VBCH), the Virginia Department of Health (VDH), and the Centers for Disease Control and Prevention (CDC) to help employers identify and manage the risk of heart disease and stroke among their workers and their families (covered lives), while helping employees to be healthier and more productive. The Co-Chairs of the County Administrator's internal Health and Wellness Team are very excited about initiating some of the ideas contained in the toolkit.

HISTORICAL COMMITTEE REVIEW OF BOE SIGNAGE

The Director of Public Works attended the March Historical Committee (HC) meeting in support of a requested change to signage located within the Courthouse Square Historical District regarding the location of the Board of Equalization meetings. All changes to signage within the district must be considered by the HC, so the lettering change to one directional sign as well as the placement of a sign on the face of the old Health Department building required the committee's approval. Approval for the signs was granted, and a broader discussion ensued regarding the types of alterations requiring approval by the committee. The Zoning Administrator and the HC agreed that routine maintenance activities, including painting the same color, do not need to be presented to the committee.

HISTORIC PLANNING SUBCOMMITTEE

The Historic Planning Subcommittee met on March 22 and received an update on the Main Street Preservation Trust's (MSPT) activities to implement the Gloucester Courthouse Village Plan, including the progress with Historic District designation and the design guidelines for a façade improvement grant program. The group was pleased to hear that a property owner in the existing Courthouse Square Historic District is working on improvements to one of the buildings along lawyers' row and will be one of the design examples for the program, but will be using the tax incentives based on the existing district without any grant money. This will provide a real world example of how national and state historic district status can provide tax benefits for improvements. The group also continued to discuss potential new local legislation for cultural resource surveys on properties with known historic or archeological sites based on 2009 enabling legislation. Staff hopes to have a draft ordinance for discussion from the committee's May meeting.

HOUSING ADVISORY BOARD AND HOUSING TRUST FUND

The Gloucester Housing Advisory Board met this month and among several matters presented and discussed were an update on the "Timberneck" affordable housing project and the continued review and discussion of the formation of a local Housing Trust. The Planning Director was asked to speak to the Housing Advisory Committee on Housing Trust Funds and Housing Funds at their April 1, 2010 meeting. Staff compiled information regarding these options for inclusion in the committee's packets based on research of the State Code and information provided at conferences and meetings where affordable housing was discussed. Creating a Housing Fund would allow developers to contribute to the fund in lieu of building affordable workforce housing and provide opportunities to use the funds to improve existing housing stock for affordable units. The Planning Director also requested input from the committee on affordable housing for the Comp Plan Update. She referenced the Housing Needs Assessment Study that was done for the County and encouraged the group to review the recommendations and provide the Comp Plan Steering Committee with their thoughts on what should be included in the Comp Plan.

HUMAN RESOURCES AND INSURANCE CONSULTANTS

Central Purchasing is preparing to release a Request for Proposals for property insurance consulting services and human resources consulting services. The proposal will be used by both the County and the School Division.

ICMA DEPARTMENT/AGENCY HEAD TRAINING

The Human Resources Director assisted the County Administrator with registration for an ICMA (International City/County Management Association) University webconference "Stop the Drama: Shifting

Office Politics to Develop Healthy Working Relationships” which took place on Thursday, April 1, 2010. The webconference was viewed in the DIT conference room and was open to all department/agency heads and supervisors. The low-cost webinar can be watched by a number of employees together, with availability for additional viewing for a month following the initial broadcast so that managers can share the information with staff as appropriate or as needed.

JOINT ENVIRONMENTAL COMMITTEE MEETING - HRPDC

Planning staff attended the monthly meeting of the Hampton Roads Planning District Commission (HRPDC) Joint Environmental Committee. This month’s meeting focused on multiple aspects pertaining to the upcoming bay-wide TMDL (Total Maximum Daily Load), including land cover data from localities, an update on recent stakeholder meetings, and what PDC staff can do to help localities prepare. In addition, the end of the comment period for state stormwater regulations that were put on hold earlier this year was this month. HRPDC staff also presented information on their Regional Infrastructure Project, Climate Change Report, and Hampton Roads Watershed Roundtable Report, and asked for review and comment by localities in order to present these in a final format to the Commission. Finally, there was discussion on the proposed Chesapeake Bay Compliance Evaluation Review Elements, which the Chesapeake Bay Local Assistance Board will adopt in some form on March 15. Based on comments previously provided, some changes have been made; however, the specific sections relating to agricultural activities remain an issue that staff from localities and the SWCD would like to see further revised.

JOINT MEETING OF BOARD OF SUPERVISORS AND SCHOOL BOARD AND CHANGE IN LOCATION

Community Education staff worked to identify a larger facility to accommodate an expected large audience for the March 25, 2010 joint Board of Supervisors and School Board budget worksession. This joint budget worksession was relocated from the Library Community Room to the Walker Elementary School auditorium. At the meeting, the School Board asked for an additional local funds transfer of approximately \$1M above the funding level in the County Administrator’s Proposed FY 10-11 Budget.

LIBRARY DIRECTOR POSITION SEARCH CONTINUES

After great expectations in the process of hiring a Library Director and having received a verbal acceptance from the top candidate, the County was notified this month that the candidate of choice has declined the offer. The Interview Panel reconvened and advised the County to readvertise the position.

LIBRARY – E-AUDIOBOOKS

Due to a generous donation from The Gloucester Friends of the Library, One-Click e-audiobooks from Recorded Books and NetLibrary are available for downloading to iPods and MP3 players. After an initial sign-in at the library, and an initial set-up on home computers, patrons will be able to choose from over 2,000 titles to “borrow” for 21 days. This new program is an exciting opportunity to reach technologically savvy citizens who will use this methodology to “check out books”, as opposed to the more traditional approach. See the Library home page for more details. Even with the bad weather, the meeting room continued to be a busy place with the AARP tax help for seniors, the Census Bureau recruiting and training for the upcoming census, and various other clubs and groups.

LIBRARY PROGRAMS AND ACTIVITIES

The Library received the long-awaited atlas stand. This wonderful addition to our shelving area holds one open atlas and has pull-out drawers for five more atlases. The Always a Yankee program, featuring Jim Coates and author Douglas Williams, was a big success, with 117 in attendance. The recent repairs by Buildings and Grounds to the Bookmobile were successful, as no rain leaked in. Story time continues to draw large numbers. During one 9:30 story time this month, children and parents participated in the state-wide tornado drill. The Library now has fire extinguisher signs posted above the three main extinguishers. Seventy citizens had their taxes prepared by AARP volunteers. Ten citizens attended the two day 55 Alive

driving class. Seventeen dads came to practice their Daffodil Festival routine for Guy's Read. Ten enthusiasts played chess. Twenty-nine citizens attended a garden seminar. Thirty-one people were at a special education meeting. We had a few visitors from the Northern Neck who were here to see our Bookmobile. The VEC continues their Wednesday and Friday availability for job hunting.

LIDAR IMAGERY

The County received news from Middle Peninsula Planning District Commission (MPPDC) staff that Gloucester County will be one of three localities receiving state funded "Lidar Imagery" mapping. The USGS will fly the Chesapeake Bay with LIDAR. According to MPPDC staff, "Because of the unique sea level rise issues facing Middlesex, Gloucester, and Mathews, these three localities have been identified as the highest priority coastal areas in the Commonwealth and will be the beneficiary of LIDAR imagery. The major benefit of LIDAR -- it will now afford localities the ability to determine elevation parcel by parcel. LIDAR imagery will advance your GIS and planning services to a level not previously accessible to rural localities." Staff may be able to elaborate further on the benefits to Gloucester County and its citizens at a later time.

MIDDLE PENINSULA EXERCISE PLANNING COMMITTEE

Emergency Managers from the Middle Peninsula and Northern Neck met to discuss concepts and objectives with State Consultants on the next required emergency management training exercise. The exercise will be held in the late fall focusing on Emergency Operations Center Management and Communications.

MIDDLE PENINSULA MITIGATION PLAN

The Middle Peninsula Planning District Commission is taking the lead in updating the Regional Mitigation Plan. A meeting was held this week that went into detail of the Hazard Risk Assessment. The Emergency Management Coordinator is the County contact for the Plan. The goal of the PDC is to finish the plan by the end of June.

MIDDLE PENINSULA REGIONAL AIRPORT AUTHORITY

The County Administrator and the Director of Economic Development attended this month's meeting of the Middle Peninsula Regional Airport Authority (MPRAA). At that meeting, the Chair announced that David Grow (our MPRAA primary representative) had submitted his letter of resignation. At the April 6 Board meeting, the Board of Supervisors appointed the Director of Economic Development and the County Administrator as the Board's representative and alternate, respectively.

MOSQUITO CONTROL

In preparation for the upcoming mosquito control season, the mosquito control release form used to authorize treatment on private property (private lanes, drives, etc.) has been updated including review by the current County Attorney. The forms must be completed each season by citizens who live away from State maintained roadways and who request treatment on private property. Blank forms will be distributed soon.

NACO INVITATION

The National Association of Counties (NACo) has 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 May 3-5, 2010. The County, a plan sponsor of Nationwide Retirement Solutions (formerly PEBSCO) since October 1991, is one of twelve plan sponsors from counties around the country invited to attend. Invitees will be asked to provide input on a number of issues designed to help NACo and Nationwide fine tune the deferred compensation program so that it continues to meet the needs of participants and plan sponsors. Travel, hotel and meal expenses will be paid by NACo. We plan to send an appropriate and knowledgeable individual from Human Resources to the meeting.

NACO WAGE AND SALARY SURVEY FOR 2010

Human Resources staff completed and submitted the NACO 2010 Wage and Salary Survey. Information was requested for 91 positions. Our job descriptions had to be matched to theirs and we had 42 positions match. The information requested was salary range, full time hours per week, and number of people in each position. Other information requested in the survey referred to benefits we offered (health, dental, vision), retirement, life insurance, and leave. They requested information about the amount paid by both employer and employee and percentages for retirement, and the final questions were about recruiting and retention. The results of the survey will be posted in the Members Only section of the NACO website.

NEW HIRES AND SEPARATIONS

Separations reported for the month include:

- Tracy Proctor, Captain - Corrections, resigned effective March 31, 2010.
- Frederick Mesch, Maintenance Specialist, will retire June 1, 2010.
- Earl Bowman, Grounds Technician, resigned effective April 7, 2010.

NO WAKE ORDINANCE CHANGE AND POLICY DEVELOPMENT

The Director of Public Works has completed the development of a proposed no wake policy to accompany proposed ordinance changes. The proposed policy has been reviewed by the County Attorney and was presented to the Board at the April 6 meeting. The essence of the proposed policy is the placement of financial responsibility for the establishment, maintenance, and disestablishment of signs upon the applicant for each sign. In this case, the applicant can be either a citizen or the County. A public hearing on the proposed ordinance is scheduled for May.

OUTSTANDING YOUTH AND YOUTH ADVOCATE AWARDS PROGRAM

The call for nominations has gone out for the 2010 Gloucester County awards program that recognizes outstanding youth and youth advocates. Nomination forms are available online or from Community Education with a deadline of April 23, 2010. The awards program is usually held in late May or early June.

PAYROLL

Staff in Human Resources utilized Web Upload, a free online filing service of the Virginia Department of Taxation, to upload 2009 Virginia wage and income tax statements (W-2's). This service offers an efficient and timely method for filing required employer wage and income information to the State.

PENINSULA EMERGENCY MEDICAL SERVICES BOARD MEETING

The Emergency Management Coordinator serves on the Board of Directors of the Peninsula Emergency Medical Services (PEMS) Board, which met for its quarterly meeting. The Board approved PEMS budget and also discussed budget cuts that the General Assembly had considered.

PERSONAL PROPERTY TAX VALUES

The Commissioner of the Revenue reports, that, "as previously communicated to both the Board and the public, personal property values on passenger trucks, vans, SUV's, and luxury vehicles have increased substantially over last year where they declined. Industry experts have suggested that both the decline in 2009 values and the increase in 2010 values are related to supply and demand of new vehicle inventory in the marketplace, new car incentives, and fluctuating gas prices both positive and negative. Keep in mind that personal property values are based on historical market data, not current, and reflected as of January 1 of the following year. Therefore, the increase in gas prices over the last 90 to 120 days has little or no impact on the January 1, 2010 values. State law requires that we use a recognized pricing guide and we have been using NADA simply because the majority of the values we receive electronically are free from the Division of Motor Vehicles. In 1997, when then Governor Gilmore instituted his PPTRA plan to reimburse localities for taxpayers personal property tax on passenger vehicles, the County was required to advise the State what method of assessment we had in place at that time relevant to 100% of FMV.

Gloucester advised we were using the “Retail Value” for purposes of valuing passenger vehicles....Under Virginia statutes we are permitted to take “condition” into account when valuing passenger vehicles if or when brought to our attention by a taxpayer through means of an appeal and we do make a substantial number of those when bills are received and due. Realizing the above we are carefully reviewing property that appears abnormally high and making corrections where possible, but we are limited in terms of mass corrections based on the limits of the software and state statutes governing such uniformity. Similar situations have occurred in other classifications of tangible personal property but those have been where values have abnormally deflated in value and we have to manually review those items that appear to be an exception to other similar market items. At the present time we have set a completion date of May 7, 2010 for the Personal Property Tax Book to be delivered to the Treasurer for billing.”

PIANKATANK COMMUNITY LEAGUE

The Director of Codes Compliance was guest speaker at the March monthly meeting of the Piankatank Community League held at the Community Center in Harcum. The presentation included information on zoning and environmental issues and other Codes activities, with special emphasis on the County Burning Ordinance. Being prevalent this time of year, information was distributed on the proper ways of yard maintenance trimmings and refuse disposal via permissible burning rules and regulations.

PLANNING COMMISSION SURVEY

In order to learn how staff can better support the Planning Commission (PC) in their role, the Planning Department created a survey for the Commissioners to complete anonymously. Staff received eleven responses and provided the results of the survey to the Commission for discussion of potential changes or ideas of things staff could do better. Overall, the responses were positive and staff has already implemented some of the suggestions in the information provided to the PC.

PLAT AND PLAN REVIEW

The Planning Department continues to receive a substantial number of inquiries and plats related to the recent reassessment.

PROPERTY INSURANCE RENEWAL

The time period for returning proposals for County property insurance ended on March 22. We received two proposals, which are being evaluated by Sam Rosenthal, our property insurance consultant.

PROVIDENCE BAPTIST CHURCH SEWER EXTENSION

The Utilities Department received a proposed utility easement from an attorney representing the Providence Baptist Church, which would allow the installation of this sewer extension. The proposed Deed of Easement was reviewed by the Department and the County Attorney’s Office and returned to the Attorney for the Church for confirmation of some information. In addition, staff responded to numerous e-mails and telephone requests for information regarding this proposed project. Most recently, the Director of Utilities reports that the property owners have not yet agreed to give an Easement for the proposed Sewer Extension. The Board of Supervisors previously gave the Church a deadline of April 19 to obtain the necessary easements.

PUMP STATION #12 -- UTILITIES DEPARTMENT

A sewage release occurred at Pump Station #12 this month as the result of a pump failure. Unfortunately, the other pump at PS #12 had been removed from service to be re-built. The Department will be submitting the required notification to the DEQ shortly. The pump at lift station #12 was removed from service for repair.

PURCHASING CARD PROGRAM

The Central Purchasing Department, the Finance Department, the School System, and Buildings and Grounds have been working to roll out a Purchasing Card, or P-Card, Program. We are almost ready to enter the testing phase by assigning a limited number of cards for use.

REAL ESTATE

Per the Commissioner of the Revenue, "As a rule General Reassessments, bring about challenges in terms of balancing or timing actions necessary to complete the Land Book, simply because appeals to the Assessor interfere with valuing subdivided parcels from the previous calendar year, impede the field visits necessary to value as a whole or percentage of completion new construction, and delay information in general based on changes or reviews as part of the Board of Equalization appeal process. We did not propose any changes to the Tax Relief for the Elderly and Disabled this year, as information from the general reassessment was not available in time to evaluate its impact on those in the program. We have observed that some participants have been eliminated from participating in the program based on increased values on contiguous parcels to their home site or property owned in other parts of the County. Changing the Net Worth limits in the program, in most of these cases, would not have assisted the participant to qualify, as the values of those additional parcels exceeded the state limits authorized. If the Board of Equalization changes or lowers the value in some or all of these cases, it is possible those presently not qualifying may again become eligible, and we will continue to monitor those changes as they occur. Land Use has been very difficult to revalidate this year based on the changes to the land class break downs when compared to the forestry or agricultural reports from state or federal agencies. It is taking a great deal of staff time to compare the data and reconcile the differences between general reassessment changes and state or federal breakdowns on use acreage. Any changes by the Board of Equalization in mass on forested or agricultural property in the County will further delay the preparation of the Land Book for 2010 simply because each parcel in use would then have to be reconciled to the new value. In preparation for the annual Land Book there are many components to the input and correction of data that encompass the information included in the Land Book; as such time management and accountability from external sources are critical and essential elements for completion of the tax roll in May of each year. For many reasons that information has been slow in making its way to this Department and will delay the delivery of the Land Book. The exact delay will depend on when the information will become available. Please do not make an inference from my statements that staff or in-house reassessments are causing this delay, as workflow and technology are the biggest obstacles in moving or processing data from the external components of the process. Some subject content is purposely brief in nature to limit the length of the information presented but we hope it was informative in terms of giving you an up to date view of where we are in the process and what is needed to complete the annual tax roll process."

REAL ESTATE ASSESSMENT

The Real Estate Assessment Department mailed out 186 notices to property owners who have applications for appeal to the Board of Equalization. These changes were the result of factual or clerical errors that have been discovered since January 4, 2010. These were not the result of any action of the BOE. It is hoped that this will reduce the number of appeals heard by the BOE. The department will continue to review property records for parcel errors and/or clerical errors. The Real Estate Assessment Department received a resignation from the Real Estate Appraiser II, which will be effective late in April. This will have two of the three appraiser positions vacant.

RECRUITMENT

The part-time Domestic Violence Advocate position has been filled and the new employee will start April 12. The Library Director position is being re-advertised and the application deadline is May 14, 2010. Beaverdam Park has received a great response to the Park Aide vacancy announcement which closed Friday, April 2, 2010. Recruitment continues for seasonal summer positions at Gloucester Point Beach – Concession Attendants and Park Attendants. These positions are open until filled. Recruitment is also

continuing for the fulltime position of Application Integration Coordinator for the Department of Information Technology. This position, a redefinition of the Application Programmer position, had been frozen since September 2009. Application for this position will be accepted through April 14, 2010. For additional information on these employment opportunities, please visit www.gloucesterva.jobs.

RECYCLING RATE RESULTS FOR 2009

Gloucester has experienced a slight increase in the recycling rate for 2009. The county's rate of 31.8% is an increase over the 2008 rate of 31.51%. The rate meets the required 25% recycle rate that the Virginia Department of Environmental Quality has set for each county in the state. The 2009 recycle rate survey of Gloucester businesses received a tremendous response, with 725 businesses returning the form. Of those responding, 51% indicated that their business recycled in some form, either through the County's convenience centers or through private recycling services.

REGIONAL CAO/FINANCE DIRECTOR MEETINGS

The County Administrator and Director of Finance attended a regional meeting in Williamsburg this month regarding next year's proposed budgets. This meeting was arranged through the Virginia Institute of Government and was very similar to meetings held last year for the same purpose of sharing thoughts and proposed actions throughout the localities in our region in balancing the upcoming very difficult budget. It is good to hear what other localities are doing in the region, and based on what we heard, across the board, while we have been taking similar measures as other localities last year and this year, we are definitely in better shape this year than some. Without exception, the School side of the house in all localities was struggling with the almost impossible task of preparing a balanced budget with little or no increase in local funding to offset the deep Federal and State revenue losses.

REGIONAL CATASTROPHIC PLANNING TEAM GENERAL MEETING

The Emergency Management Coordinator represented Gloucester at the monthly Regional Catastrophic Planning Team (RCPT) meeting. The meeting finalized a coordination plan for the region as well as sheltering standards.

REGIONAL CATASTROPHIC TEAM/VIRGINIA DEPARTMENT OF EMERGENCY MANAGEMENT MEETING

The Emergency Management Coordinator attended a meeting with other emergency managers from Hampton Roads and the State Operations staff at the Virginia Emergency Operations Center (EOC) to discuss how state resources were requested and allocated, especially during a catastrophic event.

REGIONAL INTEROPERABILITY

Our Director of Public Works serves as the County's representative on a Regional Interoperability Advisory Committee to Hampton Roads Planning District Commission (HRPDC) called the Hampton Roads Interoperable Communications Advisory Committee (HRICAC). HRICAC was responsible for application and receipt of a multi-million dollar Port Security grant several years ago that was used to develop and install a regional microwave network which provides a survivable phone/data connection between the emergency operations centers (EOCs) for all 16 HRPDC localities (the network is called HRTacRAN or the Hampton Roads Tactical Regional Area Network). There have been discussions this month about the potential for grant funds to upgrade and/or maintain this large capital investment. Absent grant funding, the sixteen localities will need to fund maintenance costs. The cost for Gloucester will depend on how the cost-sharing is calculated, but could range from approximately \$6,000 to \$17,000, and can be funded from the County Administrator's Contingency Fund if grant funds are not identified.

REPAIR ISSUES ON DISTRIBUTION AND COLLECTION SYSTEMS

The Director of Utilities reports that the altitude valve on the Gloucester Point Water tower was rebuilt. A new clean-out was installed and the lateral inspected for the Seabreeze Restaurant on Main Street, which was found to be in very good condition.

REPETITIVE FLOOD CLAIM (RFC) 2010 GRANT APPLICATION

The County has received notification from FEMA Region III that the application for Gloucester County for the Repetitive Flood Claim (RFC) Grant, which will be used to elevate eight residential properties, has been identified for further review. This is a good thing, since it means that the application has sufficient information for a preliminary determination of cost effectiveness and feasibility, and that the application will move to the next step in the process.

RURAL ADDITIONS -- GENERAL

The Planning Department has been working with VDOT and the County Attorney on the process for having the next road on the Rural Additions list, Meredith Drive, taken into the state system. Due to changes in VDOT funding allocations, as well as changes in the regulations affecting Rural Additions, the Planning Department has been working on a revised, more detailed process, to adequately explain what needs to be done in order for a road to be dedicated to the County, improved to state standards, and be accepted into the state system for maintenance. The petitions for many of the roads on the current list were submitted over 20 years ago, and state requirements and available funding have substantially changed. The Planning Department coordinated a meeting with VDOT staff, the County Attorney, and the County Administrator to discuss the draft process as well as the potential funding issues associated with the state budget shortfalls. For the last two years, the money typically allocated for Rural Additions has been allocated to secondary road projects on the Six Year Plan. Under the current state budget, the money is allocated statewide rather than by locality. If there is insufficient money in one locality to ensure that a road project can be completed, the money will be used elsewhere in the state to complete projects that have sufficient funding. As a result of this meeting, staff will proceed with the process for the next road on the list and send a letter indicating the requirements for the property owners to dedicate the right of way to the County. In addition, as part of the discussions for the public hearing on the Six Year Plan, held on April 6, VDOT and staff discussed with the Board the Rural Addition Program funding and priorities given the current funding status. The Board voted to freeze the list at nine roads and to continue to accept applications. Staff will continue to develop and define the process.

RURAL ADDITIONS – MEREDITH DRIVE

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 give the property owners until July 1, 2010 to reply as to whether or not they will participate in the program.

SAWGRASS POINT AREA SEWER EXTENSION

The scope for the design work for the Sawgrass Point Area Sewer Extension was finalized and the requisition for the design of the Sawgrass Point extension was signed and forwarded to Purchasing.

SENIOR CENTER ANNEX ROOF REPLACEMENT & BATHROOM INSTALLATION

The Director of Public Works reported in March that work at the Senior Center Annex was proceeding well. Close inspection by Courthouse Construction, Inc. (CCI) and staff have shown that a complete removal and replacement of the roof framing and structure was not warranted. Selective replacement of deteriorated members was completed. Cost savings gained by taking this selective approach may permit broader renovations of the building to take place. The front brick columns holding up the canopy portion of the building roof housed a wood core that served as a route for termites. Needless to say, the wooden core no

longer carried any load. The columns were taken down and rebuilt using a steel support member to hold up the large beams supporting the canopy roof. The large beams that were in place and that were damaged by termites have also been replaced with steel beams. The roof ceiling and building soffit were replaced with a maintenance friendly product which will look more like the original bead board ceiling. The ADA bathroom portion of the project will be conducted after the Daffodil Festival. The Director of Public Works reports that the final exterior trim work at the Senior Center Annex project for the most part wrapped up this month. While some savings were realized by selective repair of the existing roof instead of complete removal and replacement, the budget for the project continues to restrict us to one ADA bathroom accessible from the exterior of the building. With one bathroom, it does appear that some additional work through our contract with Courthouse Construction, Inc. may be possible such as full interior painting, replacing windows, replacing carpet, etc. depending on concurrence of using funds in this manner by the Main Street Preservation Trust (MPST), which is partnering with the County to fund this project.

SERVICE AWARDS DISTRIBUTION

Service award gift selections for employees recently honored for service milestones were received this month. Employees have been notified and asked to stop by Human Resource to pick up their selection.

SHERIFF STANAWAY -- RESOLUTION RECOGNIZING SHERIFF STANAWAY

The family of former Sheriff Robin Stanaway has privately received the posthumous resolution adopted by the Board of Supervisors recognizing his dedicated and meritorious career in law enforcement. The family has expressed appreciation of this gesture from the Board and the citizens of Gloucester County.

SIGN ORDINANCE

The March Planning Commission (PC) meeting included an update on the sign ordinance revisions. Staff provided a copy of the current draft. Several questions and issues were raised during the public meeting on this topic held in February and the Commission decided to use the April Planning Commission Meeting as a work session to go over the sign ordinance and provide direction to staff regarding some of these issues prior to taking the ordinance to public hearing. Staff received comments this month from Frazier Associates regarding potential changes for the B-2, Village district to ensure the ordinance aligns with the newly adopted Court House Village Plan and the guidelines being drafted in order to implement the plan. Staff's presentations from the February and March meetings on signs, as well as the draft ordinance, are available on the Planning Department's website: www.gloucester.info/planning. Once the final draft has been reviewed by the Planning Commission, additional opportunities for public comment will be available through the public hearings by the Commission and Board prior to adoption of any changes to the current ordinance. At the April 1 meeting of the Planning Commission, the Commission held a worksession on signs -- going over the proposed changes and providing direction on items that remain outstanding. The meeting was full of in-depth discussion on the proposed changes and outstanding items on which staff was seeking further direction. The ordinance will be revised based on the evening's discussion and the revised document will be provided to the Commission at their May meeting. At this time, a June public hearing is planned for the amendment in order to receive additional input from the community on the proposed changes. After the public hearing, the Planning Commission will prepare a recommendation for the Board of Supervisors.

SNAP -- SUPPLEMENTAL NUTRITIONAL ASSISTANCE BENEFITS (FORMERLY FOOD STAMPS)

Supplemental Nutritional Assistance Program (SNAP) statistics for February 2010 were just released and indicate Gloucester Social Services is 100% compliant in providing timely benefits to new applicants for expedited and nonexpedited SNAP benefits. This is an incredible attainment due to rising caseload sizes without an increase in staff.

SOCIAL SECURITY

Human Resources staff researched and gathered information to respond to a request from the Social Security Administration (SSA) regarding health insurance coverage information for twenty employees who are either eligible for Medicare themselves or have a dependent who is receiving Medicare benefits. SSA uses the information for coordination of benefits purposes.

SOCIAL SERVICES ATTAINS HIGH FISCAL ACCURACY RATING

The regional Virginia Social Services Administrative Manager conducted an audit of three federal related aspects of Social Services recordkeeping and accounting which resulted in a 100% accuracy rating.

SOCIAL SERVICES COMPLETES FEDERAL PAYMENT ACCURACY MATCH-UP REPORT

Staff completed match-up payment reports for three months of time in 2009, to ensure that proper payments to foster and adoptive parents are being made, when a portion or all of the payment involves federal funding.

SOCIAL SERVICES CONTINUED SUPPORT OF PETSWORTH FULL SERVICE SCHOOL

A Benefit Programs Supervisor participated in a Full Services School Advisory Board meeting this month where the full service school project was reviewed as to services offered and barriers encountered. Notation was made that the services provided by Social Services were instrumental in creating change in the educational setting as well as the medical well being of one youth and their family. The Full Service School project is an effort to increase the one stop shopping concept by enabling Social Services programs to be available onsite to families served through the project.

SOCIAL SERVICES COST ALLOCATION PLAN

Robinson Farmer Cox and Associates was in Finance on Monday, March 15, gathering information needed to complete the FY 2009 Social Service Cost Allocation Plan. This plan identifies, accumulates, and distributes allowable direct and indirect costs and identifies the allocation methods used for distributing the costs, with the goal of maximizing reimbursements from the State for services provided by the County to Social Services.

SOCIAL SERVICES CUSTOMER SERVICE

Due to the increase in caseload size, customer service changes were implemented. Unfortunately, citizens are more frequently not receiving the high degree of personalized attention previously provided. A temporary change in the timeframe for returning telephone calls has been set to a maximum of three days, in order to enable staff to attend to the increased workload. Also, telephone call login procedures have been temporarily modified to keep operating schedules moving smoothly in getting citizens where they needed to be in a timely fashion.

SOCIAL SERVICES DIRECTOR SPEAKS TO GLOUCESTER POINT ROTARY CLUB

The Director of Social Services was asked to speak to the Gloucester Point Rotary Club. The topic was the State of the Economy as seen through the eyes of Social Services. While there were many questions, there was also an interest in what the organization can do to help. Previously, the Gloucester Point Rotary has assisted with prescription assistance for indigent citizens, transportation assistance for agency clients, baby items for foster children, as well as many other items for foster care youth. They have also been assisting in meeting the wishes of Gloucester foster care youth at Christmastime. At the end of the presentation, a donation was made by the Gloucester Point Rotary to support needed services for youth in care, child protective service families, and adult protective service individuals. Deep appreciation goes to all who made that possible. The Director of Social Services and the foster care staff presented the Club with appreciation acknowledgment for their support with the back-to-school supplies and the Christmas foster care project. The latter included not only gifts but also a party for the youth and their foster families. The organization has continued over the years to support these two projects in a tremendous way.

SOCIAL SERVICES RECOGNIZES STAFF

The Virginia Social Services Board, by resolution, declared March to be Social Work Staff Appreciation Month. The resolution reads in portion “Virginia’s Social Workers have been in the forefront of public efforts to meet the needs of all Virginians to maintain families, to create permanency for children, to protect aged and disabled adults and to protect children.” April is being recognized as Administrative Professional month. In each of the months, staff within the Department provided a pot luck lunch for staff being recognized.

SOCIAL SERVICES REGIONAL MEETINGS

The Social Services Director participated in two regional meetings with other local departments of social services where topics including regional program sharing, fiscal impact analysis, resource allocation, new State guidelines for Child Care subsidies, and Medicaid program cuts were discussed with State Social Services officials. The Director also participated in a discussion with the regional Director of Legal Aide focusing on increased services for youth leaving foster care and domestic violence related services. As the eligibility income and resource limit for Legal Aide services has not changed, it is expected that more Gloucester citizens could be served under these two newer service categories. The Administrative Service Manager participated in a regional meeting with other Middle Peninsula/Northern Neck local departments of social services to discuss office practices and review processes that may need to be altered due to the increase in demand that all social service agencies are experiencing.

SOCIAL SERVICES SOCIAL WORKERS RECEIVE TRAINING IN FEDERAL DOCUMENTATION REQUIREMENTS

State representatives from Child Protective Services, Foster Care, and Adoption staff came to Gloucester Social Services and provided valuable training to assist in ensuring that agency documentation in those program areas, related to Federal and State requirements, will be met. Supervisory staff at the agency requested the training in an effort to ensure time spent on documentation is used wisely and necessarily.

STATE PARK MASTER PLAN STEERING COMMITTEE MEETING

The Director of Parks, Recreation and Tourism and the Planning Director along with Mr. Rilee, our Board of Supervisors representative, are on the Steering Committee for the planned Middle Peninsula State Park, which is located adjacent to Aberdeen Creek Road. The March meeting started with a tour of the Park and a discussion of the assets and constraints based on the physical characteristics. The group then met at Rosewell to discuss planning questions for the park, including what types of amenities they think should be included in the park. Issues with access, road width, and cultural, historic, and natural resources were also discussed. Due to the lateness of the hour, the committee was asked to provide direction by email on what the theme or focus of the park should be, what would make it unique in the state park system, and what would be the highest priority for facilities or activities to be included in the park. The next meeting will be on April 6, 2010 at the library. Public meetings are scheduled for April 19 and May 17, both from 7:00-8:30 pm at Page Middle School.

SUPERVISOR CREWE’S GLOUCESTER POINT BUSINESS MEETING

The Directors of Economic Development, Community Education, and Planning attended Supervisor Crewe’s Gloucester Point Business Meeting on March 1, 2010 at Abingdon Elementary School. About twenty folks including staff, Paul Martin representing the Chamber of Commerce, and John Phillips, EDA Chairman, attended the meeting. The discussion centered on a few main topics including transportation, signage, potential for co-advertisement of activities, and future actions. The consensus was that looking forward is the only practical solution to development of concepts such as business districts, creating village environments throughout the Point using good planning tools, and potential for creation of a Gloucester Point Association. The Department of Information Technology (DIT) provided maps of the area for use in the discussion. The Planning Department gave an overview of the status of the Comprehensive Plan Update and provided information on the VDOT project and planning, the sign ordinance update, and regulations

affecting development at the Point and along Route 17. There was a lot of good discussion and ideas to help promote businesses at the Point and to attract additional business from the surrounding areas. The group decided to meet bi-monthly on the first Monday of the month to continue the momentum of discussing issues and solutions. Staff is excited about the opportunity for these meetings to provide additional input for the Comp Plan update, as well as planning for the Urban Development Areas (UDA's) as part of the Comp Plan. A follow-up meeting was scheduled for Monday, May 3, 2010 to continue discussions.

T. C. WALKER HOUSE

The Director of Economic Development received a proposal from Hampton University's architect on the initial costs for beginning to clear the interior of the Walker home and begin the interior work to clear other problem areas such as failing ceiling material. This should be the first step in beginning to determine a memorandum of understanding between Hampton University and the EDA.

TEMPORARY FAMILY HEALTH CARE STRUCTURES – HB 1307

Planning Commission staff followed some of the land use bills under consideration by the General Assembly. This legislation requires localities to allow temporary family healthcare structures by right in single-family districts. Staff provided some information about concerns for this legislation, particularly the language that prohibits a locality from requiring a special exception for this use. It was hoped that the legislation could be modified to provide flexibility for localities where these structures could be permitted and to allow localities to use a case-by-case process, since not all single-family properties would be appropriate for such a use. This item was added to the Planning Commission (PC) Meeting Agenda in March at the request of one of our Planning Commissioners, who has been lobbying to allow for more local oversight for these facilities than the current legislation allows. However, this bill received significant support from the General Assembly as both a job creation bill and as one that fits a need for at-home health care. The PC discussed the issues and potential implications related to the passage of this legislation, but did not take any formal action on this item. This legislation passed the General Assembly and staff will need to advise the Board as to needed changes in our local ordinances.

TIMBERNECK AFFORDABLE HOUSING

The Planning Department staff met with the Acting Housing Director to discuss the advertising for the Timberneck Affordable homes, as well as the process for receiving the applications. Staff prepared a draft advertisement and application for the five homes that will be available. Planning offered to take the lead on this project given the current circumstances and the logistics related to the process. As we work through the process, additional questions arise and it may take more time than originally envisioned in order to make sure we have a reliable process. Staff is working on pulling together information to address the additional concerns and will likely have a follow-up meeting to make sure we addressed as many of the items as possible. Two of the houses, in the Holly Beach subdivision, are under construction. The proffers indicate that the homeowners will be chosen by a lottery and staff has had to develop a proposed system for this lottery, since this will be a new process. Five houses are proffered but the developer has only acquired four of the five lots. In consultation with the developer, staff is considering the possibility of conducting two rounds of applications in order to obtain homeowners for the lots under construction in time for them to have input in some of the interior colors and possibly be eligible for the ARRA rebate, rather than waiting for all five lots to be acquired. The developer will be paying for the cost of advertising.

TORNADO DRILL

Staff and citizens who were in various buildings in the County on Tuesday, March 16, at 9:45 a.m. participated in a state-wide tornado drill sponsored by the Safety Committee. These drills help employees feel comfortable with what actions to take should a real emergency occur.

TRAFFIC SIGNAL AT GLOUCESTER BUSINESS PARK

The traffic signal project review has been completed and the Land Disturbing Permit was delivered on March 4. Poles and mast arms were ordered this month and with the permit in hand, construction began this month. Electricity load letters have been delivered to Dominion Virginia Power for both the signal and the new Gloucester Business Park sign. Directional drilling for conduits to support the traffic signal project began work on March 30. Additionally, a meeting and a progress report request were completed this week on Transportation Opportunity Funds, which will be submitted to VDOT. The first conduit has been pulled for the Traffic Controller.

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

Due to issues related to the late winter storm, Planning staff was unable to attend the Hampton Roads Transportation Planning Organization (HRTPO) Transportation Technical Advisory Committee (TTAC) meeting for March. We reviewed the agenda and contacted staff to the TPO by email to see if there were any items that came up which needed immediate action from Gloucester. Other than commenting on their Unified Work Plan, many of the issues and discussions did not require additional action or input. The agenda and background from the meeting is on the HRTPO web site.

TRANSPORTATION PLANNING - MEETING WITH KIMLEY-HORN AND ASSOCIATES, INC.

As a result of the applications the Planning Department submitted to the Hampton Roads Transportation Planning Organization (HRTPO) for Congestion Management and Air Quality (CMAQ) funds, staff was contacted by VDOT's on-call consultants, Kimley-Horn and Associates, Inc., to discuss other potential funding sources for some of these projects, including bicycle and pedestrian facilities and the "Safe Streets to Schools" program. Representatives from Kimley-Horn met with staff to discuss potential projects and possibilities. Unfortunately, Kimley-Horn is the on-call consultant for the Hampton Roads VDOT District, while Gloucester is in the Fredericksburg VDOT District, which uses another on-call consultant. Therefore, while the meeting provided planning staff with ideas and possibilities for funding sources, it will require additional staff time and resources to determine the applicability of these programs for Gloucester, as well as the appropriate channels to access any other funding available through VDOT from various sources.

TRANSPORTATION PLANNING - TRANSIT VISION PLAN - PHASE II

On March 23, the Planning Director and the Director of Economic Development attended the Hampton Roads Transit Vision Plan Steering Committee meeting in Hampton. This committee is a Steering Committee of the Hampton Roads Transit Authority. Meeting with consultants, the Virginia Department for Rail and Public Transportation, and other localities, they learned about the Hampton Roads Transit Vision Plan, Phase 2 of the proposed light rail and bus service corridors. The Department of Rails and Public Transit (DRPT) has partnered with the HRTPO, Hampton Road Transit (HRT), and Williamsburg Area Transit Authority (WATA) to develop a plan to bring Transit to the Hampton Roads region by connecting Light Rail, Bus Rapid Transit, Ferry Service, and Express Bus Service to the region. The plan provides options for phasing of the various transit types around Transit Oriented Development (TOD), using marketing analysis of the benefits transit could bring to the various segments of the Hampton Roads community and economy. As a bedroom community to the Hampton Roads regions, the plan currently envisions an express bus from Gloucester to connect to the more rail oriented system serving the core of Hampton Roads regions. This plan is proceeding toward public comment and final report presentation in June and July, respectively.

TREASURER HOSTS DIVISION OF UNCLAIMED PROPERTY AT CELEBRATES FAMILIES EVENT

The Treasurer hosted representatives from the Commonwealth of Virginia's Division of Unclaimed Property at the Celebrate Families event. The Division of Unclaimed Property is the custodian of all property in Virginia that is determined to be "unclaimed" – this might include dormant bank accounts or

insurance policies, utility company refunds that are never cashed, etc. For example, the Treasurer's Office is required to annually turn over un-cashed checks that are over a year old. Attendees at the event found \$24,500 in cash being held and 618 shares of stock. These individuals were given the proper forms and instructions to submit a claim to the Commonwealth for their property.

TSUNAMI AWARENESS COURSE

The Emergency Management Coordinator attended a day long training at the National Weather Service in Wakefield that was taught by the West Coast Tsunami Warning Center. The course was an overview of tsunamis and preparedness.

UTILITIES ADVISORY COMMITTEE

The regularly scheduled meeting of the Utilities Advisory Committee was held on March 12. Topics discussed included the proposed Fats, Oils, and Grease (FOG) ordinance and sewer extensions for Providence Baptist Church, Sawgrass Point, and Terrapin Cove Road. In addition, the proposal submitted by Waterview Mobile Home Park (at Bray's Point) was discussed. The Committee recommends that the installation of any sewer system be treated as if the site was a new development, that any sewer system installed would be required to comply with Department standards, and that the system would have to be funded by the owner.

UTILITIES DISCONNECT DAY

The number of customers who had service disconnected by the Utilities Department for non-payment this month was 79. This is the highest number of disconnections ever.

VACO'S REGIONAL SPRING MEETINGS

At this point, VACo's Region 2 (of which Gloucester is a part) Spring Meeting is tentatively scheduled for Wednesday, June 9, at 9:00 am in Tappahannock. 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. (This meeting was previously scheduled for April 28.)

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

The following activities will take place in Gloucester County during the week of April 19-24 related to National Crime Victims' Rights Week:

- Monday, April 19, Pinwheels on the Museum Lawn on Main Street -- The 344 blue pinwheels represent the number of Child Abuse Cases in Gloucester during 2009. The 67 red/ green pinwheels represent the number of Elder Abuse Cases in Gloucester during 2009.
- Monday, April 19, April Silhouettes on the wall as you walk in the Courthouse -- The 162 Silhouettes represent the number of Domestic Violence victims last year.
- Tuesday, April 20, at 6 pm, Candlelight Vigil, Parking Lot behind County Administration Building.
- Wednesday, April 21, 5:30 – 7:00 pm, Community Response to Senseless Traffic Death Forum, T. C. Walker Elementary School.
- Friday, April 23, 6:00 – 8:00 pm, "Jeans For Justice" and "Just Desserts" Program at the Hampton Inn in Gloucester -- Awareness Event for Domestic Violence and Sexual Assault. RSVP to 694-5890. Entry is to wear your favorite denim.
- Saturday, April 24, 11:00 am – 3:00 pm, Awareness Fair at Ollie's Parking Lot -- Music, Food, Information Booths, Poker Run, Children's Passports & Activities, Child Safety Seat, Emergency Vehicles, Displays.

VIRGINIA JUVENILE COMMUNITY CRIME CONTROL ACT (VJCCCA) CERTIFICATION FORM SIGNED

The County Administrator met with staff from the Colonial Group Home Commission to review the VJCCCA Combined Two Year Compliance Plan and signed the Certification Form for submission to the state to allow for anticipated funding of \$276,971 to be received by the Commission.

VIRGINIA LAKES AND WATER CONFERENCE

Along with attendees from all over the East Coast, the County Building Official attended the two day seminar concerning floodplain management with presenters from FEMA, the State Department of Conservation and Recreation (DCR), and Virginia Department of Emergency Management (VDEM). State of the art approaches to developing sound management practices for the protection of this fragile natural resource along our rivers and streams were discussed, as well as the benefits to and protection of the public. VDEM spotlighted Gloucester County as an example of a success story for our efforts in the County's floodplain areas, including existing home elevation programs and requirements for new construction, property acquisition, and natural open space development.

VIRGINIA RETIREMENT SYSTEM

Official notification has been received from Virginia Retirement System that the Group Life contribution rate for April, May, and June 2010 will be 0% for both the employer and employee share. The savings to the County is estimated to be \$24,807 in all funds -- General, Utilities, and Social Services.

WATER QUALITY ANNUAL REPORT

Community Education staff is working with the Public Utilities Department to include the required water quality annual report in the upcoming Spring/Summer issue of *The Beehive* community publication. By including the report in *The Beehive*, the County saves additional costs of printing and mailing a separate report, saving about \$4,000.

WATER TREATMENT PLANT – INSURANCE CLAIM

The Utilities Department continued to receive quotes for replacement of equipment damaged during an electrical spike which occurred last year. We anticipated forwarding the initial claim to Traveler's Insurance within 2 weeks.

WATER TREATMENT PLANT RO ELEMENTS SKID #1 REPLACEMENT

Work was completed on replacement of the RO elements in skid #1 at the Water Treatment Plant. During start-up, three valves failed and will require replacement at an estimated cost of \$1,800. It was also discovered that a portion of the electronic control system was originally installed incorrectly. This has been corrected.

WHERE IN THE WORLD IS...BRENDA GARTON?

During the County Administrator's "Where in the World Is...Brenda Garton?" visit in March to the VPI Extension Office, she met with staff in that department over breakfast refreshments and heard descriptions of their programs and activities. She was then invited to T. C. Walker Elementary School, where two of the extension agents were teaching a lesson to 5th graders on eggs and their nutritional value, and then demonstrated how to make an omelet. Each student was then given an opportunity to make an omelet from cracking open the egg to eating the omelet prepared by the student, including choosing the ingredients (cheeses, salsa, etc.). VPI Extension agents have been doing that particular lesson in the schools for about thirty years, and adults will occasionally stop them to say that they remember the omelet lesson! The scheduled visit for April is with Animal Control and Emergency Services in the Colonial Courthouse Building.

WOOD RECYCLING

Planning Department Staff provided the Planning Commission (PC) with options for the Wood Recycling Code Amendment that was worked on during 2009. With the new Conditional Use Permit (CUP) process in place, the subcommittee felt that this use could be allowed in the RC-1 district by CUP. The PC directed staff to schedule the public hearing for May.

WOODVILLE PARK AND MEMORIAL GARDEN

Construction began this month on the road into Woodville Park. Despite the rain and snow, the contractor is making good progress. Staff and Denise Greene, the volunteer landscape designer, met on-site to work on the location for the path through the garden. The meeting with all of the garden clubs was postponed to mid-March because of the weather. The Director of Parks, Recreation, and Tourism spoke to the Gloucester Point Rotary Club, who confirmed their commitment to help with bridge building in the garden. The Director of Public Works and staff will provide assistance with cost estimates for a bridge/boardwalk section. A construction entrance was installed this month and the contractors burned debris from the road clearing. Approval was given by the Sustainable Sites Initiative for using used wooden piles as support posts for the Memorial Garden walkway. Chris Clifford will donate them and drive them into the ground with his equipment. The garden planning committee met and laid out a 400' long path and parking lot to accommodate seven vehicles.

WORKER'S COMPENSATION

Human Resources staff attended a Virginia Municipal League webinar to learn about the new claims reporting service which our worker's compensation carrier, Virginia Municipal League, began using in March. This new service is internet based and will provide a more streamlined methodology for employees to report on-the-job injuries.

WORKFORCE INVESTMENT ACT (WIA) FUNDING UPDATE

The Assistant County Administrator reports that staff attended the Workforce Development Consortium Management Committee meeting in March and was briefed on the anticipated \$1.4 million program budget reduction for FY 2011. Among other program reductions at this point, there are no summer youth monies or special stimulus funds which are realized in the \$4.3 million Greater Peninsula WIA budget for the current fiscal year.

ZONING: BOARD OF ZONING APPEALS APPROVES DOG KENNEL APPLICATION

The Board of Zoning Appeals (BZA) unanimously approved the application for the breeding and selling of Boston Terriers by Mrs. Robin Brown at her 18-acre Beasley Drive location. The approval is limited to breeding and selling (by appointment only) of AKC registered Boston Terriers, with no boarding, dog shows, or other retail sales permitted.

ZONING ORDINANCE TRAINING

Based on comments in the Planning Commission survey, Planning Department staff is trying to provide training more frequently to include "real life" topics that relate to Gloucester County's ordinances, including how we regulate land use and implement the various ordinances. This will be helpful as the Commission is looking at the Comp Plan and considering future code amendments to implement it. At the March meeting, staff provided a PowerPoint on Zoning, explaining the legal premise for zoning, enabling legislation, the Dillon Rule, the difference between zoning districts and the Comprehensive Plan, and a brief overview of the districts within Gloucester County.