



CUMBERLAND COUNTY BOARD OF SUPERVISORS

**Regular Monthly Meeting
Cumberland County Circuit Courtroom A
Cumberland, VA**

**January 14, 2020
Regular Meeting – 7:00 p.m.**

- 1. Call to Order**
- 2. Welcome and Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Agenda** **Motion**
- 5. Election of Chairman** **Motion**
- 6. Election of Vice-Chairman** **Motion**
- 7. Organizational & Administrative Matters**
 - a. Review and approve By-laws (pg. 1-19) **Motion**
 - b. Review and approve Code of Ethics and Standards of Conduct (pg. 20-23) **Motion**
 - c. Review Committee Appointments (pg. 24) **Motion**
 - d. Review Goals and Priorities (pg. 25) **Motion**
- 8. State and Local Departments/Agencies/Community Service Providers**
 - a. Dr. Amy Griffin, Superintendent of Cumberland County Public Schools **Information**
 - b. VDOT **Information**
 - c. Mrs. Lisa Davis, Director, Cumberland County Public Library **Information**
 - d. Ms. Kelly Snoddy, Peter Francisco Soil & Water Conservation District **Information**
- 9. Public Hearing Notices/Set Public Hearings**
- 10. Public Hearings**
- 11. County Attorney/County Administrator Report**
 - a. Consent agenda **Motion**
 - i. Approval of bills
 - ii. Approval of Minutes (December, 10 2019) (pg. 26-71)
 - b. Set public hearings for February 11, 2020 to consider leases of county property for the Cumberland Clothes Closet, James River Therapeutics,

- c. Bear Creek Academy, and Cumberland Christmas Mother (pg. 72) **Motion**
Appointments to the South-Central Workforce Development Board (pg. 73-78) **Motion**
- 12. Finance Director’s Report**
 - a. Monthly Budget Report (pg. 79-87) **Information**
 - b. Request for appropriation of grant funds to CCPS - \$65,507.00 (pg. 88-93) **Motion**
- 13. Planning Director’s Report**
 - a. Planning Project updates (pg. 94) **Information**
- 14. County Attorney’s Report**
- 15. Old Business**
- 16. New Business**
- 17. Public Comments**
- 18. Board Members Comments**
- 19. Adjourn into Closed Meeting (pg. 95) **Motion****

Pursuant to VA. Code § 2.2-3711.A.1: Personnel;
Subject: Discussion regarding the employment contract of the County Administrator and County Attorney
- 20. Reconvene in Open Meeting (pg. 96) **Motion****

Roll call vote pursuant to Virginia Code § 2.2-3712 certifying “that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter, (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body, and (iii) no action was taken in closed meeting.”
- 21. Action on Closed Session Items**
- 22. Additional Information – (pg. 97-106)**
 - a. Treasurer’s Report
 - b. DMV Report
 - c. Monthly Building Inspections Report
 - d. 2019 Annual Building Inspections Report
 - e. Approved Planning Commission meeting minutes – N/A
 - f. Approved IDA minutes – N/A
- 23. Adjourn – Regular Meeting – February 11, 2020.**

**CUMBERLAND COUNTY, VIRGINIA
BOARD OF SUPERVISORS
Adopted January 14, 2020**

Statement of Intent and Purpose

The intent of these By-laws of the Cumberland County, Virginia Board of Supervisors is as follows:

- (1). To establish ways and means by which the Board of Supervisors as the governing body of Cumberland County, Virginia shall conduct itself in the performance of its duties and responsibilities;
- (2). To establish certain procedures to be followed by the Board of Supervisors as individual members and as a governing body, and by appointed officials and employees of the Board of Supervisors, to help ensure legality, fairness and consistency in the conduct of governance of Cumberland County; and
- (3). To establish certain rules and guidelines considered vital to the conduct of the Cumberland County government and the proper functioning of its elected and appointed officials, employees, agencies, departments, organizations; and the promotion and protection of the interests of the citizens of the county.

To these ends these By-laws are so adopted.

By-laws Definitions

As used in these By-laws, the following terms are defined:

Action of Record: An action taken or decision made by the Board recorded in the Minutes of the Meetings. Action of Record may take the following forms:

- a. Motions with votes of the members of the Board recorded.
- b. Consensus agreement of the Board without vote by the Board.
- c. Directive of the Chairman in the exercise of that office during the conduct of an official meeting of the Board.

Advisory Board: Pursuant to § 15.2-1411 of the Virginia Code, a designated group of persons other than members of the Board formed by the Board for the purpose of undertaking work on matters germane to the interests of the Board or county.

Board: The Cumberland County Board of Supervisors.

Committee: Pursuant to § 15.2-1411 of the Virginia Code, a designated group of persons that may be formed by the Board for the purpose of undertaking work on matters germane to the interests of the Board or county.

County Code: The *Cumberland County Code*.

Directive: An exercise of discretionary authority granted to the Chairman from the Board empowering the Chairman as follows:

- a. To enforce the protocols of Article 8.5. of these By-laws for the conduct of business and discourse before the Board to ensure proper decorum, civility, fairness and order.
- b. To cause the removal of any person or persons without charge of civil or criminal offense for misconduct, disruption or disturbance of a meeting of the Board of Supervisors consistent with adopted policies and procedures of the Board;
- c. To charge any person or persons with civil or criminal offenses pursuant to federal, state or local laws for the misconduct, disruption or disturbance of a meeting of the Board.

Ex-officio: A form of membership or appointment to a body or group where the individual may participate in proceedings or discussions, but shall not serve in an official leadership capacity nor vote in an official manner.

Item of Business: A matter to be presented before the Board at an official meeting, specified on the Meeting Agenda or modification thereof, and which may be subject to an Action of Record.

Meeting or official meeting: Any Annual, Regular, or Special Meeting of the Board of Supervisors. The following terms may also be used to further define and specify purposes for meetings. Meetings as defined herein are not exclusive of each other and may be concurrently conducted.

a. Annual Meeting: Pursuant to § 15.2-1416 of the Virginia Code, the Board's first meeting in the month of January.

b. Joint Meeting: A Joint Meeting may be conducted simultaneously with one or more corporate and politic bodies for the purpose of review, inquiry and discussion of matters of mutual interest or in the interest of expedient disposition of public business matters. Action of Record may be taken at said meeting, and a quorum of both the Board and other body(ies) is required to Call to Order and conduct a Joint Special Meeting.

c. Public Information Meeting: A Public Information Meeting shall be limited to the dissemination of information to and/or from the public where the Board of Supervisors will take no Action of Record at said meeting. A quorum of the Board of Supervisors is not required to Call to Order and conduct a Public Information Meeting. Public Information Meetings may be called in the name of the Board of Supervisors or administratively by the County Administrator or his designee.

d. Public Hearing: A public hearing shall be conducted at said meeting and the Board of Supervisors may take Action of Record on such matters as may arise from the Public Hearing. A quorum of the Board of Supervisors is required to Call to Order and conduct a Public Hearing.

e. Recessed Meeting: A meeting conducted at a date, place and time set by the Board of Supervisors as a continuation of a previously held meeting. A Recessed Meeting shall be scheduled no later than the date of the next Regular Meeting.

f. Rescheduled Meeting: A Rescheduled Meeting shall be for the purpose of conducting a meeting of the Board of Supervisors where, by virtue of necessity or at the discretion of the Board of Supervisors, the originally scheduled meeting cannot be conducted on its prescribed date or time or at its prescribed location pursuant to these By-laws. Action of Record may be taken on any Item of Business presented at a Rescheduled Meeting, and a quorum of the Board of Supervisors is required to Call to Order and conduct a Rescheduled Meeting.

g. Workshop Meeting: A Workshop Meeting shall be for the purpose of in-depth review, inquiry and discussion of specified Items of Business where Action of Record may be taken by the Board of Supervisors. A quorum of the Board of Supervisors is required to Call to Order and conduct said meeting. Workshop Meetings may also be called and scheduled for the purposes of presentations to the Board of Supervisors for educational and informational purposes.

Primary Motion: The first motion presented following informal discussion of any Item of Business at a Board meeting.

Substitute Motion: A motion presented succeeding and in lieu of a primary motion on any Item of Business at a Board meeting.

Virginia Code: The 1950 Code of Virginia, as amended.

Construction

As used in these By-laws, the masculine shall include the feminine, and the singular the plural unless otherwise specified herein. The word "shall" is mandatory and not discretionary; the word "may" is permissive and discretionary. The word "approve" shall be considered to be followed by the words "or disapprove".

Article 1. General

1.1. The County of Cumberland is a political subdivision of the Commonwealth of Virginia, and is bestowed all powers and authorities granted generally to counties without charters as set forth in the Virginia Code.

Article 2. Board of Supervisors

2.1. The County of Cumberland is governed by a Board consisting of five (5) Supervisors elected from the citizenry of Cumberland County, one (1) Supervisor from each of the county's five (5) Election Districts. Terms of each Supervisor are for four (4) years and may be successive. Qualifications for election to the Board of Supervisors are prescribed in the Virginia Code and Election Districts shall be defined by ordinance and set out in the County Code.

2.2. The Board of Supervisors is the governing body of the County of Cumberland and exercises all powers and authorities granted generally to counties without charters as set forth in the Virginia Code.

2.3. The Board of Supervisors at its discretion may authorize by appropriate action and annually provide for such sums for their salaries and expenses as members of the Board pursuant to the Virginia Code.

Article 3. Officers of the Board of Supervisors

3.1. Pursuant to § 15.2-1422 of the Virginia Code, the Board shall elect annually from its membership a Chairman and Vice-Chairman.

3.2. The term of office of the Chairman and Vice-Chairman shall be one (1) calendar year beginning immediately upon being elected at the Annual Meeting until the election at the Board's next Annual Meeting the following calendar year.

Article 4. Election of Officers

4.1. Election of officers of the Board shall be held at the Annual Meeting. In the absence of a quorum of the Board at the Annual Meeting, the current seated officers shall continue to exercise their offices until such time as a quorum is present at a subsequent Regular Meeting of the Board, at which time election of officers shall be held. The Board may defer election of officers to a Recessed Meeting from the Annual Meeting upon motion and vote of a majority of Board members present.

4.2. Election of officers of the Board shall be the first Item of Business at the Annual Meeting when elections are to be held.

4.3. Nominations for officers shall be conducted in open session upon motion by Board members and acceptance of the nomination. A motion with a majority vote of the Board members present is required to close nominations, at which time election of officers will be conducted in reverse order of the discussion of nominations. A majority vote of a quorum of the Board is needed to elect officers.

4.4. In the event of a tie vote during the election of officers, either by an abstaining vote or an even quorum of the Board present and voting, election of that officer shall be tabled to the next Regular Meeting of the Board and the Board shall proceed with other officer elections. In the event of a subsequent tie vote, a single blind lot drawing from the slate of seconded nominations shall select the officer. Officers selected in this manner shall be fully vested with all duties and powers accorded the office pursuant to the Virginia Code and these By-laws. The current seated officers shall continue to exercise their offices until new officers are elected or selected in this event.

4.5. Upon election of new officers, the new Chairman and Vice-Chairman shall preside at that meeting and all other meetings during the term for so which elected.

Article 5. Duties and Powers of Officers of the Board of Supervisors

5.1. In accordance with accepted rules of order and parliamentary practice, the Chairman is to preside at all meetings of the Board. The Vice-Chairman shall act with the full power and authority of the Chairman in the absence of the Chairman at any meeting of the Board. In the absence of the Chairman and Vice-Chairman, the remaining Board members shall choose an Acting Chairman for the meeting. Where an Acting Chairman is needed for a meeting, the Board need not designate an Acting Vice-Chairman. Where used in these Bylaws, Chairman shall also be construed to mean Acting Chairman.

5.2. When the Board is engaged in official meetings, whether held in the Board of Supervisors Meeting Room or at some other location, the building and associated grounds constituting the meeting place are under the control of the Chairman for the orderly conduct of the meeting. In addition to the exercise of parliamentary powers, the Chairman or Acting Chairman is empowered to issue Directives that shall be recorded as an Action of Record in order to facilitate orderly conduct of meetings.

5.3. The Chairman of the Board is empowered to administer oaths pursuant to § 15.2-1410 of the Virginia Code and shall be the head of the county government pursuant to § 15.2-1423 of the Virginia Code.

5.4. The Chairman shall adhere to and is empowered to enforce the protocols of Article 8.5 during official meetings of the Board. The Chairman shall act as parliamentarian of the Board, and shall seek the advice of the County Attorney or, in his absence, the County Administrator in the interpretation of the provisions of these By-laws and other established procedures for the conduct of meetings.

5.5. In the event of a vacancy in the office of Chairman due to death, resignation or removal from office as a member of the Board, the Vice-Chairman shall assume the

position of Acting Chairman until a chairman is appointed. In the event of a similar vacancy in the office of Vice-Chairman, the most recent past Vice-Chairman of the Board shall assume the position of Acting Vice-Chairman. In the event of concurrent vacancies in both the office of Chairman and Vice-Chairman, the most recent past Chairman and Vice-Chairman shall respectively assume these offices. Election of new officers shall occur pursuant to Article 4 of these By-Laws at the first Regular Meeting after the vacancy on the Board has been filled pursuant to § 15.2-1424 of the Virginia Code. In this event, such newly elected officers shall serve until the next Annual Meeting of the Board. Officers selected in this manner shall be fully vested with all duties and powers accorded their office pursuant to the Virginia Code and these By-laws.

5.6. The Chairman shall be an ex-officio member of all Committees and Advisory Boards of the Board, privileged to attend and participate in all meetings of such Committees and Advisory Boards, including closed meetings, but shall not vote on Committee matters unless appointed as a Committee member.

Article 6. Meetings of the Board of Supervisors

6.1. The Annual Meeting of the Board shall be held on the second Tuesday of January. The Regular Meetings of the Cumberland County Board of Supervisors shall be on the second Tuesday of each month. These Annual and Regular Meetings shall be Called to Order **at 6:00 p.m.** and shall be held at Cumberland County Circuit Court Room in the County Courthouse Building on Rt. 60, Cumberland C.H., Virginia.

The Annual and Regular Meeting date, place and time shall continue indefinitely unless changed by appropriate action of the Board.

6.2. The Board will attempt to complete all Items of Business at the Annual and Regular Meetings by 11:00 p.m. The Board may recess such meetings from day to day, or from time to time or from place to place not beyond the time fixed for the next Regular Meeting, until the business before the Board is complete.

6.3. If the Annual or any Regular Meeting day falls on a legal holiday, the meeting may be held on the holiday or rescheduled as determined by the Board by Action of Record taken at the Annual Meeting or any Regular or Special Meeting prior to the holiday. If rescheduled other than at the Annual Meeting, public notice shall be served pursuant to § 15.2-1416 of the Virginia Code.

6.4. Special Meetings of the Board may be approved and scheduled, or a Called Special Meeting conducted by the Board pursuant to § 15.2-1417 and § 15.2-1418 of the Virginia Code. A special meeting of the governing body shall be held when called by the chairman or requested by two or more of the members of the board of supervisors. The call or request shall be made to the clerk, and shall specify the matters to be considered at the meeting. Upon receipt of such call or request, the clerk of the governing body, after consultation with the chairman, shall immediately notify each member of the Board and the county attorney, as appropriate in writing delivered in person or to his place of residence or business to attend such meeting at the time and place stated in the notice. Such notice shall specify the matters to be considered at the meeting. No matter not

specified in the notice shall be considered at such meeting, unless all members are present. The notice may be waived if all members of the Board of Supervisors attend the special meeting or sign a waiver.

A Special Meeting may also be scheduled or called for specific purposes, as follows:

- a. Joint Special Meeting;
- b. Public Information Meeting;
- c. Public Hearing;
- d. Rescheduled Meeting;
- e. Workshop Meeting.

Special Meetings of the Board may be scheduled at the Annual Meeting for the calendar year and set out in the Operational Procedures of the Board.

6.5. The Annual, Regular and Special Meetings of the Board shall be open to the public. The Board reserves the right to enter into Closed Meeting pursuant to the Virginia Code at any official meeting.

6.6. Closed meetings will be restricted for those proper purposes enumerated in the Virginia Code and all Closed Meetings will be held in strict accordance with Virginia law.

6.7. No gathering of members of the Board of Supervisors, whether there be a number equal to or exceeding a quorum of the Board or a lesser number, shall be considered an official meeting of the Board unless such gathering takes place at a bona fide Annual, Regular or Special Meeting as set forth in these By-laws. No Action of Record may be taken on any matter outside of the time, place and location of an official meeting of the Board. Similarly when a quorum, (3) three or more members is gathered in one place outside an official meeting, those Board Members present may not discuss any past, current or future county business.

6.8. The Sheriff of Cumberland County shall, upon request, provide at least one (1) deputy to attend the Annual and Regular Meetings of the Board and, upon request of the Board or County Administrator, at any other official meeting. When in attendance of any official meeting, deputies shall be under the direction of the Chairman of the Board during the period of the official meeting (including any brief recess thereof), and under the direction of the County Administrator, Acting County Administrator, or his designee during the period prior to the meeting's Call to Order and immediately upon final Recess or Adjournment of the meeting.

Article 7. Agendas for Board of Supervisors Meetings

7.1. The Annual and Regular Meetings of the Board shall have a formal Meeting Agenda prepared by the County Administrator or his designee. The County Administrator at his (her) discretion, and the County Attorney and Board members individually may by request to the County Administrator place matters of business on the Agenda for discussion, information and /or action by the Board as are germane to the affairs and

interests of the Board and county. Agendas for Special Meetings are optional at the discretion of the Board of Supervisors or County Administrator.

7.2. The Order of Business of the Meeting Agenda for the Annual and Regular Meetings of the Board shall be generally as follows:

1. Call to Order and Determination of Quorum
2. Roll Call of Members
3. Welcome, Invocation and Pledge of Allegiance
4. Approval of the Agenda
5. Closed Meeting
6. Presentations from Department/Agencies/Organizations
7. Public Hearing (if any)
8. County Administrator's Report
9. Assistant County Administrators Report
10. Planning Director's Report
11. Community Development Director's Report
12. County Attorney's Report
13. Old Business
14. New Business
15. Public Comments(optional)
16. Board Member Comments
17. Adjournment

Deviations from the Order of Business may be made at the discretion of the County Administrator during the preparation of the Meeting Agenda, and by the Board as a modification of the Meeting Agenda at the time of Approval of the Agenda. The Board by motion and majority vote of those present may eliminate any of the above items in the Order of Business for a specific meeting or meetings, or through the time of the next Annual Meeting in its entirety, and may also restore any item so eliminated or add other items by like Action of Record at any meeting.

7.3. A request for modification of the Meeting Agenda shall be made from the Board Table and only by members of the Board, County Administrator, or County Attorney. Approval of modification requires majority vote of Board members present. A modification made at the time of Approval of the Agenda shall be reflected in the Minutes of the Meeting at which the modification was made. Items scheduled for action on the Meeting Agenda may be deferred to a later time in the meeting by consensus agreement of a majority of Board members present. Items previously acted upon during the course of the meeting may be revisited at a later time in the meeting by a motion to reconsider and a majority vote of Board members present. An item may not be reconsidered more than twice.

7.4. The Board shall take no Action of Record on any matter that is not on the Meeting Agenda unless a modification to the Meeting Agenda is requested at the time of Approval

of the Agenda. Modification of the Meeting Agenda requires a majority vote of Board members present.

7.5. Closed Meetings and business matters brought before the Board under Board Member Reports exempt from the provisions of this article.

7.6. The Meeting Agenda and supporting documents comprising the Meeting Agenda Book should be delivered to members of the Board a minimum of five (5) calendar days in advance of the meeting date. The supporting documentation should include recommendations on actions prepared by county administrative personnel and other county officials if a recommendation is available and appropriate. The Meeting Agenda Book may be rendered in electronic format for use by the Board at its discretion.

Article 8. Conduct of Meetings of the Board of Supervisors

8.1. The Board shall generally follow Roberts' Rules of Order Newly Revised, Procedure in Small Boards but failure to follow Robert's Rules of Order shall not invalidate any Board action, the provisions of Article 8.4 notwithstanding. In following these rules of parliamentary procedure, the Board intends that special attention will be given to the following:

- a. Protecting the rights of each individual member of the Board, county administrative employees and the public.
- b. Preserving and ensuring a spirit of harmony and cooperation within the Board, and between individual Board members.
- c. Allowing full and free discussion among the members of the Board in order to ensure that all viewpoints are considered prior to taking action on behalf of the county.

8.2. Where provisions of these By-laws differ from similar procedures established by Robert's Rules of Order, provisions of these By-laws shall prevail.

8.3. Repealed. (This section referenced seating at meetings for Board Members)

8.4. The following rules and procedures shall prevail at meetings of the Board:

- a. A quorum of the Board is a majority of the membership comprising at least three (3) of the five (5) members of the Board. A quorum must be present to Call to Order and continue an official meeting and to take Action of Record.
- b. The Chairman shall Call to Order an official meeting at the designated time and determine a quorum. If a quorum is not present at the designated time, the Chairman may direct a delay of up to fifteen (15) minutes in the start of the meeting at his discretion. Any further delay in the start of the meeting may be

made only with the consensus agreement of the majority of those Board members present.

- c. Should for any reason a quorum not be maintained continuously during any official meeting, the meeting shall adjourn at that time. A Board member's physical presence on the grounds of the location of the meeting shall be considered as being present at the meeting and satisfactory for the maintenance of a quorum. Board members shall notify the Chairman if required to leave the grounds of the location of the meeting, either temporarily or for the remainder of the meeting.
- d. All informal and formal discussions of Items of Business and Actions of Record must be made from the Board Table. Any Board member away from the Board Table but maintaining physical presence at the meeting location at the time of an Action of Record will be counted as having cast an abstaining vote.
- e. Informal discussion of an Item of Business by Board members is permitted while no primary or substitute motion is pending.
- f. A second to a primary and substitute motion is not required in order to formally discuss and/or vote upon the motion. Voting shall be by show of hands. The Chairman shall verbally summarize the vote upon conclusion of an Action of Record, noting by individual name those Board members abstaining or voting in the minority on the Item of Business.
- g. Any member of the Board may terminate debate or discussion of an Item of Business and call for a vote on a pending motion by "calling for the question" after being recognized by the Chairman.
- h. An abstaining vote is neither an affirmative nor a negative vote and has no effect on the vote, or the status of the quorum.
- i. A tie vote fails. The Board does not designate a tiebreaker pursuant to § 15.2-1421 of the Virginia Code.
- j. A substitute motion will be voted on prior to the primary motion, in reverse order (i.e. the substitute motion will be voted on first). Only one (1) substitute motion will be considered prior to a vote on the primary motion.
- k. The Chairman is authorized to speak in discussions, and can vote on all motions and/or all questions but may not call for the question. The Chairman may temporarily relinquish the position. The Chairman may do so by passing the gavel to the Vice-Chairman or Acting Vice-Chairman prior to the start of discussion of an Item of Business. Upon completion of the Item of Business, the gavel shall be returned to the Chairman.

- l. A primary motion may be amended prior to vote with the concurrence of the originating Supervisor of the primary motion. The amended primary motion is then treated as the primary motion, and not a substitute motion. A primary motion may not be amended if a substitute motion is pending until conclusion of vote on the substitute motion. An amendment to a primary motion opposed by the originating Supervisor shall not be voted on until action is taken on the original primary motion.
- m. If a primary or substitute motion is made at a Board meeting where at least four (4) members are present and the motion is voted on and fails, the same or a substantively similar motion cannot be reconsidered by the Board during that fiscal year except by a primary or substitute motion made by a member of the Board who voted on the prevailing side where there are no less than four (4) Board members present, and only if two-thirds (2/3) of the Board members present vote to reconsider the motion again.
- n. A primary or substitute motion may be made to tentatively act upon an Item of Business where a final Action of Record is anticipated at a later date. All Items of Business tentatively acted upon by the Board shall be considered bound by the tentative action if not otherwise reconsidered by the Board within three (3) calendar months of the date of the tentative action.
- o. A motion to Table an Item of Business for consideration at a future meeting, or to remain Tabled indefinitely may be made either as a primary or substitute motion but not by consensus agreement. An action to Table an Item of Business to a later time within the same meeting may be passed by consensus agreement of a majority of Board members present.

8.5. The following protocols will be followed at meetings of the Board:

- a. Official meetings of the Board are open to public observation and, as set out herein, public participation. When not addressing the Board and/or attending public as herein described, those present at an official meeting shall be respectful of the rights of others.
- b. Board members are to be polite and courteous in addressing other members of the Board and all those present at Board meetings, and all Board members are to maintain proper decorum in their conduct at meetings of the Board (i.e., refrain from "name calling", derogatory remarks and other forms of personal affronts).
- c. Those persons and organizations with Items of Business before the Board should be represented at an official meeting if so requested by the Board of Supervisors, individual members of the Board, the County Administrator, County Attorney, or any person acting on behalf of these.

- d. Those persons and organizations with Items of Business before the Board may address the Board upon recognition and invitation of the Chairman to approach the Podium, where upon they shall identify themselves, any title and organization they represent, and provide a mailing address to facilitate any correspondence needed subsequent to the Item of Business. As a guideline, presentations to the Board pursuant to an Item of Business should be limited to ten (10) minutes. The Chairman at his discretion may end a presentation after such time has elapsed or may permit continuation of it. The Board by Action of Record may overrule the Chairman's decision in this regard.
- e. The discourse of those presenting at the Podium shall be made part of the Minutes of the Meeting subject to Article 9 of these By-laws.
- f. Those individuals of the public attending any official meeting of the Board of Supervisors without an approved Item of Business on the Meeting Agenda or modification thereof shall not be permitted at the Podium at any time other than during the Open portion of a public hearing. No person shall address the Board during an official meeting from the audience unless recognized by the Chairman.
- g. At any official meeting of the Board where a public hearing is set on the Meeting Agenda, or a Public Hearing of the Board pursuant to Article 6.4, the Chairman shall first permit general presentation and discussion of the matter of the public hearing from the Podium and/or from the Board Table. At the conclusion of such presentation/ discussion, the Chairman shall Open the public hearing and invite those of the public attending the meeting to the Podium to comment.
- h. At the discretion of the Chairman, or with the consensus agreement of the majority of the Board, those speaking during the open portion of a public hearing or during an open public comment period, may be limited to a specified length of time for comments at the Podium. The Chairman at his discretion may provide a verbal advisory to a speaker at the Podium when thirty (30) seconds remain of the specified time to conclude comments. During public hearings, speakers may address the Board only on matters pertaining or germane to the issue for which the public hearing is being held. No speaker is to engage in political statements, personal attacks upon members of the Board of Supervisors, county employees or officials, or any other person, nor are speakers entitled to use abusive language or discuss matters outside the issue for which the public hearing is being held. Violation of this rule shall enable the Chairman by directive to take appropriate measures to rule the speaker out of order and to have the speaker removed from the meeting, if necessary and take such other steps the Chairman deems appropriate, including bringing appropriate charges against the person and bringing the charges in the name of the Board of Supervisors.
- i. No discourse at a public hearing, whether during general presentation and discussion or during the Open portion of the hearing is required to be entered into the Minutes unless conducted at the Podium.

- j. Upon conclusion of speakers at the Podium, the Chairman shall close the public hearing. A motion and majority vote of a quorum of Board members present at a public hearing shall overrule the Chairman's decision to close the public hearing or to limit speakers, in which event speakers may continue until the Board by majority vote ends the public hearing. A motion and majority vote of a quorum of Board members present shall also close the public hearing in this event. An Action of Record may be taken at the close of a public hearing at the discretion of the Board. Board Member Reports shall facilitate the presentation of comments, reports and proposed Items of Business not otherwise part of the Meeting Agenda by individual Board members in round table fashion. Matters may be presented for information, discussion and action and/or scheduled for further consideration as an Item of Business at a future meeting of the Board. When speaking during Board Member Reports, Board members shall be limited to ten (10) minutes, at which time the Chairman may at his discretion suspend further presentation from the Board member and request action by consensus agreement of Board members present at the Board Table to permit additional time to conclude the presentation. No Board member shall yield time or place under Board Member Reports to any other Board member or other person. No member of the Board shall have any other position reserved for them on the Meeting Agenda other than under Board Member Reports.

8.6. The Board may at its discretion adopt specific rules and procedures relative to the conduct of certain types of public hearings other than those set forth in this Article. Such specific rules and procedures shall be adopted in the manner prescribed for amendment of these By-Laws set forth in Article 13 and shall become part of these By-Laws upon adoption. Where a public hearing is conducted by another party on behalf of or before the Board, the rules and procedures governing that public hearing shall be as prescribed by the party conducting it.

Article 9. Minutes of the Meetings of the Board of Supervisors

9.1. At all official meetings of the Board at which a quorum is present Minutes of the meeting shall be taken and shall be approved by the Board and recorded in the office of the Cumberland County Administrators Office.

9.2. Public Information Meetings and Workshop Meetings as defined in these By-laws may be recorded as Minutes at the direction of the Board. At any such meeting where an Action of Record is taken, Minutes shall be taken and approved by the Board and recorded.

9.3. Pursuant to § 15.2-1536 and § 15.2-1538 of the Virginia Code, the County Administrator shall serve as Clerk of the Board and shall carry out the duties specified in § 15.2-1539 of the Virginia Code. The County Administrator may designate a Recording Clerk to take and prepare the Minutes of the Board and to assist in the exercise of the office of Clerk of the Board. Minutes shall be prepared on the basis of both written notes and audio recordings. Where technically possible, audio recordings shall be made of all

official meetings of the Board, subject to the provisions of Paragraph 9.2 of this Article. The specific language of the Minutes of any given meeting shall be at the discretion of the County Administrator, who shall endeavor to render the Minutes in the most accurate and neutral way possible. The County Administrator shall review and correct all Minutes prior to dissemination to the Board for adoption.

9.4. The Board may at its discretion generally prescribe the form and content of the Minutes of its meetings in keeping with professionally accepted standards for it. At minimum, the Minutes shall contain the styling of the Item of Business stated on the Meeting Agenda or modification thereof, the Action of Record, the vote by individual member or consensus expression of the Board, or directive of the Chairman. Where practical, a brief synopsis of any discussion of the Item of Business shall also be included.

9.5. Minutes of any meeting shall generally be presented at the next or following Regular Meeting of the Board where at least five (5) working days exist between the successive meetings.

9.6. Minutes shall not be considered official until approved by the Board and recorded. After approval of the Board but prior to recordation, the County Administrator may make additions or corrections to the Minutes that do not materially affect the substance or content of the Minutes. These include, but are not limited to: correction of mis-spellings, typographical errors and incorrect grammar; page renumbering; clarification of content and errors of omission. Should evidence of an error in a recorded vote be discovered after approval but prior to recordation, the County Administrator shall attempt to verify it and correct by the best available means, including corroboration by individual Board members and other reliable witnesses to the meeting.

9.7. Should an error or evidence of an error in the Minutes of any Meeting of the Board be discovered after recordation, the County Administrator shall bring the error before the Board at the next official meeting as is practical. The Board by vote of a majority of those members present at the meeting at which the error was made shall correct the Minutes by amendment. Members of the Board not present at said meeting shall abstain from voting on the correction. Should no majority of Board members present at the meeting in which an error was made in the Minutes be or remain seated as members of the Board, a majority vote of the presently seated Board members shall then correct the Minutes by amendment.

9.8. Amendment to the recorded Minutes of any Meeting shall be entered as an Action of Record in the Minutes of the Meeting at which the amendment was made. In addition and where practical as determined by the County Administrator or Recording Clerk, the recorded Minutes shall be altered to include the amendment, either by insertion of a new, corrected page in sequence or by separate Amendment Addendum at the beginning or first page of the recorded Minutes of the Meeting to be corrected. Whether by insertion of a new corrected page or by Amendment Addendum, the correction shall be clearly

documented as a correction of previously recorded Minutes, indicating the first date of recordation, the date of Board action to amend the Minutes, and the date of recordation of the amended Minutes.

9.9. When audio recordings of Board meetings are made, the County Administrator shall cause their preservation for a period of time not to exceed two (2) calendar years from the date of the meeting, at which time they may be discarded. Where preserved, audio recordings shall be considered publicly accessible without charge upon prior appointment for review through the office of County Administrator.

9.10. When video recordings of Board meetings or portions thereof are made, the preservation of said recordings shall be at the discretion of the County Administrator. The Board may at its discretion direct the preservation of specific recordings, and the County Attorney may request preservation of specific recordings only if such recordings are needed to support legal proceedings, pending or anticipated.

9.11. Verbatim transcription of the proceedings of any meeting in its entirety shall not be undertaken except by majority vote of the Board and only in instances where excerpted verbatim transcriptions of a portion or portions of the proceedings are insufficient to address the need. Any verbatim transcription generated, whether of an entire meeting or portion(s) thereof, shall not be adopted or made part of the official Minutes of any meeting.

9.12. Individual members of the Board and the County Attorney may request excerpted verbatim transcription of a portion or portions of any meeting through the County Administrator. If requested by a member of the Board, the County Administrator and/or the Recording Clerk will make a reasonable effort to generate a requested transcription prior to any subsequent meeting of the Board; the generation of such transcription is subordinate to the preparation and review of the Minutes and other duties and responsibilities of the involved personnel. A request by the County Attorney shall be made only if such transcription is needed to support legal proceedings, pending or anticipated. The County Administrator at his discretion may make any verbatim transcription requested generally available to all members of the Board.

9.13. Unapproved Minutes shall be released publicly upon incorporation into and completion of the Meeting Agenda Book. At the discretion of the County Administrator, unapproved Minutes may be released publicly at an earlier time; availability of completed unapproved Minutes shall not compel release at such earlier time.

9.14. No recording device shall be used during any Closed Meeting of the Board unless the majority of the members of the Board present at the meeting vote to allow recording of the Closed Meeting. Any such recording shall remain in the sole custody of the County Administrator, County Attorney, Chairman or other member of the Board designated by the Board.

Article 10. Appointments of the Board of Supervisors

10.1. The Board at its discretion may, and where required and in accordance with the Virginia Code or other law, shall from time to time establish and make appointments of its members and other persons to various positions, groups, organizations, committees, advisory boards and other bodies, both formal and informal, for such purposes as are in the interest of the Board and county.

10.2. Except as otherwise provided in these By-laws or other law, appointments of the Board may be made at any official meeting upon motion and majority vote of a quorum of the Board and recorded as an Action of Record.

10.3. Except as otherwise provided by Action of Record or by law, all appointees of the Board shall be authorized and expected to represent the interests of the Board and county in all matters to which their appointment is charged.

10.4. Except as otherwise provided by law, all appointments of the Board shall discharge their duties with diligence, and may be removed prior to the end of the term of said appointment by motion and majority vote of a quorum of the Board and recorded as an Action of Record. Any vacancy in an appointment shall be filled in the manner as the original and for the remainder of the original term of the appointment.

10.5. Pursuant to § 44-146.19 B. 2. of the Virginia Code, the Board at the Annual Meeting shall appoint one of its members or the County Administrator to be Director of Emergency Services of the county. The Director shall serve in that capacity until the next Annual Meeting, at which time he may be reappointed or a successor appointed at the pleasure of the Board. A vacancy in the Director's position may be filled by a majority vote of the Board at any Regular or Special Meeting. The Director may be removed from that position and a successor appointed to fill the remainder of the original term by majority vote of the Board at any official meeting. During an impending or declared state or local emergency, in the absence of the Director of Emergency Services, the Chairman or Vice-Chairman of the Board shall assume the duties and responsibilities of that position pursuant to the Virginia Code. In the event either the Chairman or Vice-Chairman is the Director, the County Administrator shall serve as the third designee to assume responsibility in the absence of the Chairman or Vice-Chairman. In the absence of the Chairman, Vice-Chairman and County Administrator, any member of the Board may act in the capacity of Director of Emergency Services until such time as one of these three officials is able to assume the position. The Director of Emergency Services or any member of the Board acting in such capacity shall exercise only those powers granted in § 44-146.21 of the Virginia Code. The Emergency Services Coordinator of the county shall be an administrative employee of the office of County Administrator, subject to the personnel policies of the Board.

10.6. The Board shall officially recognize no prerogative of any of its members to make or nominate appointments to any group, organization, committee, advisory board or other body except in accordance with the provisions of these By-laws or other law.

Article 11. Committees and Advisory Boards of the Board of Supervisors

11.1. Pursuant to § 15.2-1411 of the Virginia Code, the Board may at its discretion establish Committees of the Board and Advisory Boards by Resolution and vote of a majority of the Board members at any official meeting. Committees may be solely composed of members of the Board or may be jointly composed of Board members and other individuals appointed or otherwise authorized to participate in Committee activities. Board approval of such other individuals is not required unless specified by Resolution. Advisory Boards shall be composed persons other than members of the Board and may include other individuals appointed by Advisory Board members to participate in Advisory Board activities. Board approval of such other individuals is not required unless specified by Resolution. Board members may be appointed as ex-officio members of Advisory Boards.

11.2. A Resolution establishing any Committee shall state the purpose and scope of activities of the Committee, including any specific responsibilities for and grant of authority to pursue the matter for which it has been established. The Resolution shall state the composition of the members of the Committee, either by name or title, and may designate who shall chair the Committee, by name or title. No member of the Board shall be appointed to a Committee if not present at the meeting at which appointments are made. A majority vote of a quorum of the Board is needed to appoint Committee members.

11.3. Unless otherwise specified within the establishing Resolution, Committees shall be reestablished and Committee appointments made at each Annual Meeting of the Board. Failure to reestablish dissolves the Committee as of adjournment of the Annual Meeting. Appointments to Committees may be for successive terms.

11.4. Unless otherwise specified within the establishing Resolution, Committees shall organize and direct their own affairs in the manner that their members deem appropriate to the matters that they are charged. These include, but are not limited to, adoption of Committee by-laws or procedures, designation of Committee officers, the taking of Minutes of Committee meetings, the appointment of sub-committees or working groups, solicitation of assistance in pursuit of Committee matters, and such other things as deemed appropriate by Committee members.

11.5. Meetings and activities of Committees shall be open to the public. Any Committee, when conducting business matters which are exempt from public disclosure pursuant to the Virginia Code may sequester itself for all or a portion of the Committee meeting at which such matters are being discussed.

11.6. Advisory Boards shall be subject to the provisions governing Committees of the Board as set forth in this Article.

11.7. The Board at its discretion may establish compensation for all Committee and Advisory Board members not to exceed fifty (\$50.00) dollars per meeting pursuant to

§ 15.2-1411 of the Virginia Code. Such compensation shall be specified in the Resolution establishing the Committee or Advisory Board, subject to Board appropriation of funds. Unless specified, no Committee or Advisory Board member shall receive compensation.

11.8. Committees of the Board and Advisory Boards shall only be established pursuant to this Article. Nothing herein shall be construed so as to prevent meetings or consultations by and between members of the Board, county administrative officials and employees and other parties for the purpose of pursuing matters of interest to the Board and county which are otherwise consistent with Virginia law.

Article 12. Offices of County Administrator and County Attorney

12.1. Pursuant to § 15.2-1536 of the Virginia Code, the Board shall appoint a County Administrator and a County Attorney. The County Administrator and County Attorney shall be employees of the Board, serving at the pleasure of the Board, and shall have their compensation established by the Board.

12.2. The County Administrator shall be the chief administrative officer for the county pursuant to § 15.2-1540 of the Virginia Code. The County Administrator shall exercise all powers, duties and responsibilities pursuant to § 15.2-407 and § 15.2-1541 of the Virginia Code and in accordance with the County Code and Board policies.

12.3. The County Attorney shall exercise all powers, duties and responsibilities pursuant to § 15.2-1542 of the Virginia Code and in accordance with the County Code and Board policies.

12.4. In the event of vacancy in the office of County Administrator due to death, resignation or removal from office, the Assistant County Administrator shall assume responsibility as Acting County Administrator until such time as the Board shall again fill that office. At the Board's discretion upon motion and vote of a majority of Board members at any Regular or Special Meeting, a county administrative employee other than the Assistant County Administrator may be designated as Acting County Administrator. The Assistant County Administrator is designated Deputy Clerk of the Board pursuant to § 15.2-1502 of the Virginia Code for the limited purpose of serving as Clerk to the Board in the temporary absence or unavailability of the County Administrator.

12.5. In the event of vacancy in the office of County Attorney due to death, resignation or removal from office, the Board may engage the services of private legal counsel to serve in the capacity of Acting County Attorney until such time as the Board shall again fill that office. In the event of the temporary absence or unavailability of the County Attorney, the Board authorizes the County Administrator at his discretion to engage the services of private legal counsel as necessary to represent the Board and county.

Article 13. Adoption and Amendment of By-laws of the Board of Supervisors

13.1. Upon adoption, the provisions of these By-laws shall take effect immediately and shall continue until amended or re-adopted. The full text of these By-laws shall be made part of the Minutes of the Meeting at which they were adopted.

13.2. Amendment to these By-laws may be made as an Item of Business on the Meeting Agenda or modification thereof at any Regular Meeting, Adjourned Meeting, Special Meeting, Called Special Meeting, and/or Rescheduled Meeting of the Board. Amendment to these By-laws shall be by vote of a majority of Board members and recorded as an Action of Record. Unless otherwise specified, any amendment is effective upon adoption; no amendment shall be made retroactively effective. The full text of an amendment to these By-laws shall be made part of the Minutes of the Meeting at which they were adopted.

Article 14. Limitations of By-laws of the Board of Supervisors

14.1. If any provision or requirement of these By-laws be found inconsistent with the provisions of the Virginia Code, the County Code, or any other law or statute, it shall be deemed void. In this event, all remaining provisions of these By-laws shall remain in full force and effect.

Article 15. Adoption and Amendment of General Policies and Operational Procedures of the Board of Supervisors

15.1 The Board may from time to time adopt such other General Policies and Operational Procedures as it deems necessary and appropriate to its conduct and to matters under its charge, such policies and procedures being consistent with these By-laws and other law.

15.2. Matters that the Board may address by General Policies and Operational Procedures generally shall be those not otherwise addressed by law but which are material to the conduct, operation and interests of the Board or county.

15.3. Adoption and amendment of General Policies and Operational Procedures shall be made in a manner similar to that prescribed for the By-laws of the Board as set out in Article 13 and subject to the limitations set out in Article 14 herein.

--- NOTHING FOLLOWS ---

**CODE OF ETHICS AND STANDARDS OF CONDUCT
FOR MEMBERS OF
THE CUMBERLAND COUNTY BOARD OF SUPERVISORS**

Adopted January 14, 2020

CODE OF ETHICS

Recognizing that persons who hold public office have been given a public trust and that the stewardship of such office demands the highest levels of ethical and moral conduct, any person serving on the Cumberland County Board of Supervisors will adhere to the following Code of Ethics.

- 1.) Uphold the Constitution, laws and regulations of the United States and all governments therein and never knowingly be a part of their evasion.
- 2.) Put loyalty to the highest moral principles and to the county as a whole above loyalty to individuals, district, or particular groups.
- 3.) Give a full measure of effort and service to the position of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
- 4.) Seek to find and use the most equitable, efficient, effective, and economical means for getting tasks accomplished.
- 5.) Adopt policies and programs that support the rights and recognize the needs of all citizens regardless of race, sex, age, religion, creed, Country of origin or disability.
- 6.) Avoid adopting policies, supporting programs, or engaging in activities that discriminate against or offend individuals because of race, sex, age, religion, creed, Country of origin, or disability
- 7.) Ensure the integrity of the actions of the Board of Supervisors by avoiding discrimination through the dispensing of special favors or unfair privileges, to any one whether for remuneration or not. A member should never accept for himself or family members, favors or benefits under circumstances which might be construed by

reasonable persons as influencing the performance of governmental duties.

- 8.) Make no private promises of any kind binding upon the duties of any office, since a public servant has no private word which can be binding on a public duty.
- 9.) Engage in no business with the County Government, or the school system either directly or indirectly, which is inconsistent with the conscientious performance of government duties except as may be consistent with the conflict of interest statutes in the Code of Virginia.
- 10.) Never use any information gained in confidentiality in the performance of governmental duties as a means of making private profit.
- 11.) Expose through appropriate means and channels, corruption, misconduct, or neglect of duty whenever discovered.
- 12.) Adhere to the principle that the public's business should be conducted in the public view by observing and following the letter and spirit of the Freedom of Information Act using closed sessions only to deal with the sensitive personnel, legal matters, contractual matters by the Code of Virginia.
- 13.) Avoid using the position of public trust to gain access to the media for the purposes of criticizing colleagues, citizens or personnel, impugning their integrity, or vilifying their personal beliefs.
- 14.) Make sure, when responding to the media, that a clear distinction is made between personal opinion or belief and a decision made by the Board.
- 15.) Review these principles orally and in public session at the annual organizational meeting each year.
- 16.) Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

STANDARDS OF CONDUCT

Recognizing that persons holding a position of public trust are under constant observation by the media and interested county residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, every current and future member of the Board of Supervisors will adhere to the following Standards of Conduct:

- 1.) Avoid during public meetings and during the performance of public duties the use of abusive, threatening, or intimidating language or gestures directed at colleagues, citizens, or personnel.
- 2.) Pay all taxes due to the County, State, or National Government.
- 3.) Avoid a private lifestyle that causes public doubt upon the integrity and competence of the County Government.
- 4.) Make a conscientious effort to be well prepared for each meeting.
- 5.) Recognizing the dignity of each individual, the Board shall attempt to avoid offering public criticism of colleagues or County employees.
- 6.) Work to create a positive environment in public meetings where citizens will feel comfortable in their roles as observers or participants.
- 7.) Maintain an attitude of courtesy and consideration toward all colleagues and staff during all discussions and deliberations.
- 8.) Be tolerant. Allow citizens, employees or colleague's sufficient opportunity to present their views.
- 9.) Be respectful and attentive. Avoid comments, body language or distracting activity that conveys a message of disrespect for the presentations from citizens, personnel, or colleagues.
- 10.) Be concise. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

- 11.) Provide appropriate mechanisms for disciplining members who violate the code of ethics and standards of conduct by using, as a final measure of discipline, censure or removal from the position.
- 12.) Board members will follow the procedure of communicating directly with the County Administrator and/or the Chairman of the Board on all County matters.

CITIZENS AND MEDIA CONTACTS

- 1.) In responding to questions, from the media or citizens, Board members should:
 - a.) Remind the listener that they are not speaking for the entire Board;
 - b.) Clarify their position on a particular item;
 - c.) Make “no public comment” on closed session matters in reference to individuals, real estate, and other areas addressed pursuant to Section 2.2-3711 of the Code of Virginia.
- 2.) Each Board member must remember that personnel matters are to remain confidential and that it is the obligation of the Board and its membership to protect the privacy of the individual.
- 3.) The Board will focus on issues and avoid making public comments about individuals, staff members, fellow Board members, community residents or media representatives. The Board Chairman should be the main contact for County matters. When requested to do any interview, the Board member asked, should contact the Chairman and the County Administrator to tell them of the nature of the interview. In turn, they will tell the other Board members of the circumstances of the interview. This procedure does not preclude any member from responding to individual questions from the media.

**Cumberland County Board of Supervisors
Calendar Year 2020 Board and Commission Assignments**

Board / Commission	Board Representative	Staff Representative
Events Committee (Inactive)	Mrs. Tyree	
Landfill Advisory Committee (Inactive)		
Civil Rights Committee (Inactive)		
Chief Local Elected Officials (CLEO)	Mr. Stanley	Mr. Unmussig
Cobbs Creek Project (Not a Committee – Board has a liaison)	Mr. Brooks	Mr. Duncan
Community Policy Management		Mr. Unmussig
Crossroads Community Services	Mr. Saunders	
Planning Commission	Mr. Brooks	Mr. Duncan
Library Board of Trustees	VACANT	
Emergency Services Committee	Mr. Tavernier	
Farmville Area Chamber of Commerce	Mr. Stanley	
Heartland Authority	Mr. Stanley	
Economic Development Authority	Mr. Stanley	
Leadership Class Steering Committee (Inactive)		
Local Emergency Planning Committee	Mr. Tavernier	
Museum Advisory Board (?)	VACANT	
Piedmont Court Services		Sheriff Hodges
Piedmont Regional Jail Authority	Mr. Saunders	Mr. Unmussig
Piedmont Juvenile Detention Center Board	Mr. Saunders	Mr. Unmussig
Recycling Task Force (Inactive)		
Resource Conservation & Development (Inactive)		
Sesquicentennial Committee (Inactive)		
Social Services Board	Mrs. Tyree	
Water & Sewer Advisory Board (Meets as needed)	Mr. Brooks	Mr. Saxtan
Wireless Authority (Inactive)		

**CUMBERLAND COUNTY
BOARD OF SUPERVISORS
2017 2020 GOAL/PRIORITIES
DRAFT**

- Attract **selected** business/industrial development to create jobs and build tax base
- Continue implementing technology infrastructure – including wireless hot spots
- Identify and seek to develop needed senior programs
- Build a greater presence with the general assembly
- Encourage volunteer recognition/reward program
- Establish parks & recreation areas including playground equipment
- Conduct retreats - improve working relationships
- Help with school budget without increasing tax burden
- Expand satellite SVCC campus
- Conduct periodic reviews with surrounding communities
- Encourage Longwood University expansion into Cumberland
- Identify and approve rural preservation/agricultural areas
- Leverage High Bridge trail for economic development
- Seek out grants for expanding the water and sewer system
- Seek to accomplish goals without increasing tax burden on citizens or County indebtedness

At a meeting of the Cumberland County Board of Supervisors held at 7:00 p.m. on the 10th day of December 2019, at the Cumberland County Elementary School:

Present: Parker Wheeler, District 5, Chairman
William F. Osl, Jr., District 1, Vice-Chairman
Kevin Ingle, District 3
Don Unmussig, County Administrator
Jennifer Crews, Finance Director
Brian Butler, County Attorney
Stephany Johnson, Deputy Clerk

Absent: Lloyd Banks, Jr., District 2
JP Duncan, Zoning Administrator

1. Call to Order

The Chairman called the meeting to order.

2. Welcome and Pledge of Allegiance

The Pledge of Allegiance was led by the Chairman.

3. Roll Call

County Administrator, Don Unmussig, called the roll.

4. Approval of Agenda

On a motion by Supervisor Osl, and carried unanimously, the Board approved the Agenda as amended:

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

5. State and Local Department/Agencies

- a) Dr. Amy Griffin, Superintendent of Cumberland County Public Schools

Dr. Griffin gave the following report to the Board:

- Cumberland Dukes Discover held their first presentations
- The third annual Santa Breakfast hosted by the Cumberland Bands Program was held on Saturday December 7, 2019
- The National Junior Honor Society held their third annual Holiday Bazaar on Saturday, December 7, 2019
- The Schools had a float in the Cumberland Christmas parade
- Staff and students participated in the Betty Scales Day of Service held on December 2, 2019
- Cumberland Bands Winter Concert was held on December 4, 2019
- Academic Jackets were handed out on November 26, 2019

- b) VDOT

There was no representative present.

- c) Cumberland Public Library

Ms. Lisa Davis, Library Director, informed the Board that the Library hosted their annual Christmas Tree Lighting on December 9, 2019, and will host a Holiday open house this coming Saturday, December 14, 2019. They will host a Polar Express pajama party on December 21, 2019 from 11:00 a.m. to 1:00 p.m. Computer classes will start again after the new year.

6. **Resolution declaring Cumberland County as a second amendment sanctuary**

On a motion by Supervisor Osl and carried by the following vote, the Board adopted a resolution declaring Cumberland County as a Second Amendment Sanctuary County:

**RESOLUTION OF THE CUMBERLAND COUNTY
BOARD OF SUPERVISORS DECLARING CUMBERLAND
COUNTY
AS A "SECOND AMENDMENT SANCTUARY"
December 10, 2019**

WHEREAS, the Second Amendment of the United States Constitution reads: "A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed," and,

WHEREAS, the United States Supreme Court in District of Columbia v. Heller, 554 U.S. 570 (2008), affirmed an individual's right to possess firearms, unconnected with service in a militia, for traditionally lawful purposes, such as self-defense within the home, and

WHEREAS, the United States Supreme Court in McDonald v. Chicago, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated by the Due Process Clause of the Fourteenth Amendment against the states, and

WHEREAS, the United States Supreme Court in United States v. Miller, 307 U.S. 174 (1939), opined that firearms that are part of ordinary military equipment, or with use that could contribute to the common defense are protected by the Second Amendment, and

WHEREAS, Article I, Section 13, of the constitution of Virginia provides "that a well-regulated militia, composed of the body of the people, trained to arms, is the proper, natural, and safe defense of a free state, therefore, the right of the people to keep and bear arms shall not be infringed," and

WHEREAS, Article I, section 1, of the constitution of Virginia reads "That all men are by nature equally free and independent and have certain inherent rights, of which, when they enter into the state of society, they cannot, by any compact, deprive or divest their posterity; namely, the enjoyment of life and liberty, with the means of acquiring and possessing property, and pursuing and obtaining happiness and safety, and

WHEREAS, Article I, section 2 of the constitution of Virginia reads "that all power is vested in, and consequently derived from, the people, that magistrates are their trustees and servants, and at all times amenable to them.", and

WHEREAS, certain legislation that has or may be introduced in the Virginia General Assembly, and certain legislation which has or may be introduced in the United States Congress could have the effect of infringing on the rights of law abiding citizens to keep and bear arms, as guaranteed by the Second Amendment to the United States Constitution and Article I, Section 13 of the Constitution of Virginia, and

WHEREAS, the Cumberland County Board of Supervisors is concerned about the passage of any bill containing language which could be interpreted as infringing upon the rights of the citizens of Cumberland County to keep and bear arms, and

WHEREAS, the Cumberland County Board of Supervisors wishes to express its deep commitment to the rights of all citizens of Cumberland County to keep and bear arms, and

WHEREAS, the Cumberland County Board of Supervisors wishes to express opposition to any law that would unconstitutionally restrict the rights of the citizens of Cumberland County to keep and bear arms, and

WHEREAS, the Cumberland County Board of Supervisors wishes to express its intent to stand as a Sanctuary County for Second Amendment rights and to oppose, within the limits of the Constitution of the United States and the Commonwealth of Virginia, any efforts to unconstitutionally restrict such rights, and to use such legal means at its disposal to protect the rights of the citizens of Cumberland County to keep and bear arms, including through legal action, the power to appropriate public funds, the right to petition for redress of grievances, and the power to direct the law enforcement and employees of Cumberland County to not enforce any unconstitutional law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Cumberland County Virginia:

That the Cumberland Board of Supervisors hereby declares Cumberland County, Virginia, as a "Second Amendment Sanctuary", and

That the Cumberland Board of Supervisors hereby expresses its intent to uphold the Second Amendment rights of the citizens of Cumberland County, Virginia, and

That the Cumberland Board of Supervisors hereby expresses its intent that public funds of the county not be used to restrict the Second Amendment rights of the citizens of Cumberland County, or to aid federal or state agencies in the restriction of said rights, and

That the Cumberland Board of Supervisors hereby declares its intent to oppose any infringement on the right of law-abiding citizens to keep and bear arms using such legal means as may be expedient, including, without limitation, court action.

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

8. Public Hearing Notices/Set Public Hearings

N/A

9. Public Hearings

a) CUP 19-06 Harris Porch

County Administrator, Don Unmussig, informed the Board that the Harris' replaced a porch on the property in question without obtaining permits. This porch is currently in violation of County Code regarding setbacks, and this CUP would bring the property back into compliance. There were two nearby property owners who are against the issuance of the CUP, and the Planning Commission recommends denial of the application.

The Chairman opened the public hearing. The applicant, Mr. Travis Harris, informed the Board that when he purchased the house, it had a front porch/stoop with a 6'X16' porch. He then replaced that with an 8'X16' porch covered with a tin roof. Mr. Harris also informed the Board that work was not intentionally done without permits, and asked the Board to approve the CUP.

Mr. Jack Lawhorne thanked the Board for their many years of service. MR. John Godsey stated that he represented Mr. Harris as his realtor and was available should the Board have any questions. With no other citizens signed up to speak, the Chairman then closed the public hearing.

On a motion by Supervisor Osl and carried by the following vote, the Board approved CUP 19-06 with the following conditions:

c) CA 19-08 Erosion and Sediment Control Ordinance

The Chairman opened the public hearing. With no citizens signed up to speak, the Chairman then closed the public hearing.

On a motion by Supervisor Ingle and carried by the following vote, the Board approved CA 19-08 Erosion and Sediment Control Ordinance:

ARTICLE II. - EROSION AND SEDIMENT CONTROL^[2]

Footnotes:

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Editor's note— Ord. No. 09-02, adopted Apr. 14, 2009, amended art. II in its entirety to read as herein set out. Former art. II, divs. 1—3, §§ 34-31—34-82, pertained to similar subject matter and derived from Code 1990, §§ 7-1—7-13.

Sec. 34-31. - Title, purpose and authority.

This article shall be known as the "Erosion and Sediment Control Ordinance of Cumberland County." The purpose of this article is to prevent degradation of properties, stream channels, waters and other natural resources of Cumberland County by establishing requirements for the control of soil erosion, sediment deposition and non-agricultural runoff and by establishing procedures whereby these requirements shall be administered and enforced.

This article is authorized by the Code of Virginia, Title 62.1, Chapter 3.1, Article 2.4, known as the Virginia Erosion and Sediment Control Law. (Ord. No. 09-02, 4-14-2009)

Sec. 34-32. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Agreement in lieu of a plan means a contract between the plan-approving authority and the owner that specifies conservation measures which must be implemented in the construction of a single-family residence; this contract may be executed by the plan-approving authority in lieu of a formal site plan.

Applicant means any person submitting an erosion and sediment control plan for approval or requesting the issuance of a permit, when required, authorizing land disturbing activities to commence.

Board means the Virginia Soil and Water Conservation Board.

Certified inspector means an employee or agent of a VESCP authority who (i) holds a certificate of competence from the Board in the area of project inspection or (ii) is enrolled in the Board's training program for project inspection and successfully completes such program within one year after enrollment.

Certified plan reviewer means an employee or agent of a VESCP authority who (i) holds a certificate of competence from the Board in the area of plan review, (ii) is enrolled in the Board's training program for plan review and successfully completes such program within one year after enrollment, or (iii) is licensed as a professional engineer, architect, certified landscape architect or land surveyor pursuant to Article 1 (Sec. 54.1-400 et seq.) of Chapter 4 of Title 54.1 or a professional soil scientist as defined in Sec. 54.1-2200 of the Code of Virginia.

Certified program administrator means an employee or agent of a VESCP authority who (i) holds a certificate of competence from the Board in the area of program administration or (ii) is enrolled in the Board's training program for program administration and successfully completes such program within one year after enrollment.

Clearing means any activity which removes the vegetative groundcover including, but not limited to, root mat removal or top soil removal.

County means the County of Cumberland, Virginia.

Department means the Virginia Department of Environmental Quality.

Development means a tract of land developed or to be developed as a single unit under single ownership or unified control which is to be used for any business or industrial purpose or is to contain three or more residential dwelling units.

Director means the Director of the Virginia Department of Environmental Equality.

District or soil and water conservation district means the Peter Francisco Soil and Water Conservation District.

Erosion and sediment control plan or plan means a document containing material for the conservation of soil and water resources of a unit or group of units of land. It may include appropriate maps, an appropriate soil and water plan inventory, and management information with needed interpretations, and a record of decisions contributing to conservation treatment. The plan shall contain all major conservation decisions and all information deemed necessary by the VESCP plan approving authority to assure that the entire unit or units of land will be so treated to achieve the conservation objectives.

Erosion impact area means an area of land not associated with current land disturbing activity but subject to persistent soil erosion resulting in the delivery of sediment onto adjacent or neighboring properties or into state waters. This definition shall not apply to any lot or parcel of land of 10,000 square feet or less used for residential purposes.

Excavating means any digging, scooping or other methods of removing earth materials.

Filling means any depositing or stockpiling of earth materials.

Grading means any excavating or filling of earth materials or any combination thereof, including the land in its excavated or filled conditions.

Land disturbing activity means any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land, except that the term shall not include:

- (1) Minor land disturbing activities such as home gardens and individual home landscaping, repairs and maintenance work;
- (2) Individual service connections;
- (3) Installation, maintenance or repair of any underground public utility lines when such activity occurs on an existing hard-surfaced road, street or sidewalk provided the land disturbing activity is confined to the area of the road, street or sidewalk which is hard-surfaced;
- (4) Septic tank lines or drainage fields unless included in an overall plan for land disturbing activity relating to construction of the building to be served by the septic tank system;
- (5) Permitted surface or deep mining operations and projects, or oil and gas operations and projects conducted pursuant to Title 45.1 of the Code of Virginia;
- (6) f) Tilling, planting, or harvesting of agricultural, horticultural, or forest crops, or livestock feedlot operations; including engineering operations as follows: construction of terraces, terrace outlets, check dams, desilting basins, dikes, ponds, ditches, strip cropping, lister furrowing, contour cultivating, contour furrowing, land drainage, and land irrigation; however, this exception shall not apply to harvesting of forest crops unless the area on which harvesting occurs is reforested artificially or naturally in accordance with the provisions of Chapter 11 (Sec. 10.1-1100 et seq.) of Title 10.1 of the Code of Virginia or is converted to bona fide agricultural or improved pasture use as described in Subsection B of Sec. 10.1-1163;
- (7) Repair or rebuilding of the tracks, rights-of-way, bridges, communication facilities, and other related structures and facilities of a railroad company;
- (8) Agricultural engineering operations, including but not limited to the construction of terraces, terrace outlets, check dams, desilting basins, dikes, ponds not required to comply with the provisions of the Dam Safety Act (Va. Code § 10.1-604 et seq.), ditches, strip cropping, lister furrowing, contour cultivating, contour furrowing, land drainage, and land irrigation;
- (9) Disturbed land areas less than 10,000 square feet in size;
- (10) Shoreline erosion control projects on tidal waters when all of the land disturbing activities are within the regulatory authority of and approved by local wetlands boards, the Marine Resources Commission or the United States Army Corps of Engineers; however, any associated land that is disturbed outside of this exempted area shall remain subject to this article;
- (11) Installation of fence and sign posts or telephone and electric poles and other kinds of posts or poles; and
- (12) Emergency work to protect life, limb or property and emergency repairs; however, if the land disturbing activity would have required an approved erosion and sediment control plan, if the activity were not an emergency, then the land area disturbed shall be shaped and stabilized in accordance with the requirements of this article.

Land disturbing permit or approval means a permit or other form of approval issued by Cumberland County for the clearing, filling, excavating, grading, transporting of land or for any combination thereof or for any other land disturbing activity.

Natural channel design concepts means the utilization of engineering analysis and fluvial geomorphic processes to create, rehabilitate, restore or stabilize an open conveyance system for the purpose of creating or recreating a stream that conveys its bankfull storm event within its banks and allows larger flows to access its bankfull bench and its floodplain.

Owner means the owner or owners of the freehold of the premises or lesser estate therein, mortgagee or vendee in possession, assignee of rents, receiver, executor, trustee, lessee or other person, firm or corporation in control of a property.

Peak flow rate means the maximum instantaneous flow from a given storm condition at a particular location.

Permittee means the person to whom the land-disturbing approval is issued or the person who certifies that the approved erosion and sediment control plan will be followed.

Person means any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, county, city, town or other political subdivision of the Commonwealth, governmental body, including a federal or state entity as applicable, any interstate body, or any other legal entity.

Responsible land disturber or RLD means an individual holding a certificate issued by the department who is responsible for carrying out the land-disturbing activity in accordance with the approved ESC plan. The RLD may be the owner, applicant, permittee, designer, superintendent, project manager, contractor, or any other project or development team member. The RLD must be designated on the ESC plan or permit as a prerequisite for engaging in land disturbance.

Runoff volume means the volume of water that runs off the land development project from a prescribed storm event.

Single-family residence means a noncommercial dwelling that is occupied exclusively by one family.

State waters means all waters on the surface and under the ground wholly or partially within or bordering the Commonwealth or within its jurisdiction.

Transporting means any moving of earth materials from one place to another, other than such movement incidental to grading, when such movement results in destroying the vegetative groundcover, either by tracking or the buildup of earth materials to the extent that erosion and sedimentation will result from the soil or earth materials over which such transporting occurs.

"Virginia Erosion and Sediment Control Program" or "VЕСP" means a program approved by the Board that has been established by a VЕСP authority for the effective control of soil erosion, sediment deposition, and non-agricultural runoff associated with a land-disturbing activity to prevent the unreasonable degradation of properties, stream channels, waters, and other natural resources and shall include such items where applicable as local ordinances, rules, permit requirements, annual standards and specifications, policies and guidelines, technical materials, and requirements for plan review, inspection, enforcement where authorized in this article, and evaluation consistent with the requirements of this article and its associated regulations.

"VЕСP Plan-approving authority" means the plan reviewer responsible for determining the adequacy of a plan submitted for land-disturbing activities on a unit or units of lands and for approving plans.

"VЕСP authority" or "program authority" means Cumberland County, which has adopted a soil erosion and sediment control program that has been approved by the Board. *Water quality volume* means the volume equal to the first one-half inch of runoff multiplied by the impervious surface of the land development project.

(Ord. No. 09-02, 4-14-2009)

Cross reference— Definitions generally, § 1-2.

Sec. 34-33. - Local erosion and sediment control program.

Pursuant to section 62.1-44.15:54 of the Code of Virginia, Cumberland County hereby establishes a VЕСP program and adopts the regulations promulgated by the Board (for the effective control of soil erosion and sediment deposition to prevent the unreasonable degradation of properties, stream channels, waters and other natural resources).

- A. For plans approved on and after July 1, 2014, the flow rate capacity and velocity requirements for natural and man-made channels shall be satisfied by compliance with water quantity requirements specified in § 62.1-44.15:28 of the Stormwater Management Act and 9VAC25-870-66 of the Virginia Stormwater Management Program (VSMP) regulations, unless such land-disturbing activities are in accordance with the grandfathering provisions of the Virginia Stormwater Management Program (VSMP) Regulations.
- B. Pursuant to Sec. 62.1-44.15:53 of the Code of Virginia, an erosion control plan shall not be approved until it is reviewed by a certified plan reviewer. Inspections of land-disturbing activities shall be conducted by a certified inspector. The Erosion Control Program of Cumberland County shall contain a certified program administrator, a certified plan reviewer, and a certified inspector (who may be the same person.)

- C. Cumberland County hereby designates Peter Francisco Soil & Water Conservation District as the plan-approving authority.
- D. The program and regulations provided for in this article shall be made available for public inspection at the office of the program administrator.

(Ord. No. 09-02, 4-14-2009)

Sec. 34-34. - Submission and approval of plans; contents of plans.

- A. Except as provided herein, no person may engage in any land-disturbing activity until he or she has submitted to the program administrator an erosion and sediment control plan for the land-disturbing activity and such plan has been approved by the VESCP authority. No approval to begin a land disturbing activity will be issued unless evidence of state permit coverage is obtained where it is required. Where land-disturbing activities involve lands under the jurisdiction of more than one VESCP, an erosion and sediment control plan, at the option of the applicant, may be submitted to the Department for review and approval rather than to each jurisdiction concerned. Where the land-disturbing activity results from the construction of a single-family residence, an agreement in lieu of a plan may be substituted for an erosion and sediment control plan if executed by the plan-approving authority.
- B. The standards contained within the "Virginia Erosion and Sediment Control Regulations" and the Virginia Erosion and Sediment Control Handbook are to be used by the applicant when making a submittal under the provisions of this article and in the preparation of an erosion and sediment control plan. The plan-approving authority, in considering the adequacy of a submitted plan, shall be guided by the same standards, regulations and guidelines. When the standards vary between the publications, the State regulations shall take precedence.
- C. The VESCP plan-approving authority shall review erosion and sediment control plans submitted to it and grant written approval within 60 days of the receipt of the plan if it determines that the plan meets the requirements of the Erosion and Sediment Control Law and the Board's regulations, and if the person responsible for carrying out the plan certifies that he will properly perform the measures included in the plan and will conform to the provisions of this article. In addition, as a prerequisite to engaging in the land-disturbing activities shown on the approved plan, the person responsible for carrying out the plan shall provide the name of the responsible land disturber, to the program authority, as provided by § 62.1-44.15:52, of the Virginia Erosion and Sediment Control Law, who will be in charge of and responsible for carrying out the land-disturbing activity. Failure to provide the name of the responsible land disturber, prior to engaging in land-disturbing activities may result in revocation of the approval of the plan and the person responsible for carrying out the plan shall be subject to the penalties provided in this article.
- D. When the plan is determined to be inadequate, written notice of disapproval stating the specific reasons for disapproval shall be communicated to the applicant within 45 days. The notice shall specify such modifications, terms and conditions that will permit approval of the plan. If no action is taken within 45 days, the plan shall be deemed approved and the person authorized to proceed with the proposed activity.
- E. The VESCP authority shall act on any erosion and sediment control plan that has been previously disapproved within 45 days after the plan has been revised, resubmitted for approval, and deemed adequate.
- F. The VESCP authority may require changes to an approved plan when:
 - (1) The inspection reveals that the plan is inadequate to satisfy applicable regulations; or
 - (2) The person responsible for carrying out the plan finds that because of changed circumstances or for other reasons the approved plan cannot be effectively carried out, and proposed amendments to

the plan, consistent with the requirements of this article, are agreed to by the plan-approving authority and the person responsible for carrying out the plans.

- G. Variances: The VESCP plan-approving authority may waive or modify any of the standards that are deemed to be inappropriate or too restrictive for site conditions, by granting a variance. A variance may be granted under these conditions:
- (1) At the time of plan submission, an applicant may request a variance to become part of the approved erosion and sediment control plan. The applicant shall explain the reasons for requesting variances in writing. Specific variances which are allowed by the plan-approving authority shall be documented in the plan.
 - (2) During construction, the person responsible for implementing the approved plan may request a variance in writing from the plan-approving authority. The plan-approving authority shall respond in writing either approving or disapproving such a request. If the plan-approving authority does not approve a variance within 10 days of receipt of the request, the request shall be considered to be disapproved. Following disapproval, the applicant may resubmit a variance request with additional documentation.
 - (3) The VESCP authority shall consider variance requests judiciously, keeping in mind both the need of the applicant to maximize cost effectiveness and the need to protect off-site properties and resources from damage.
- H. In order to prevent further erosion, Cumberland County may require approval of a plan for any land identified in the local program as an erosion impact area.
- I. When a land-disturbing activity will be required of a contractor performing construction work pursuant to a construction contract, the preparation, submission, and approval of an erosion and sediment control plan shall be the responsibility of the owner.
- J. In accordance with the procedure set forth in §62.1-44.15:55 (E) of the Code of Virginia, any person engaging, in more than one jurisdiction, in the creation and operation of wetland mitigation or stream restoration banks, which have been approved and are operated in accordance with applicable federal and state guidance, laws, or regulations for the establishment, use, and operation of wetland mitigation or stream restoration banks, pursuant to a mitigation banking instrument signed by the Department of Environmental Quality, the Marine Resources Commission, or the U.S. Army Corps of Engineers, may, at the option of that person, file general erosion and sediment control specifications for wetland mitigation or stream restoration banks annually with the Board for review and approval consistent with guidelines established by the Board. Approval of general erosion and sediment control specifications does not relieve the owner or operator from compliance with any other local ordinances and regulations including requirements to submit plans and obtain permits as may be required by such ordinances and regulations.
- K. State agency projects are exempt from the provisions of this article except as provided for in the Code of Virginia, Sec. 62.1-44.15:56.

(Ord. No. 09-02, 4-14-2009)

Sec. 34-35. - Permits; fees; security for performance.

- A. Agencies authorized under any other law to issue grading, building, or other permits for activities involving land-disturbing activities shall not issue any such permit unless the applicant submits with his application an approved erosion and sediment control plan, certification that the plan will be followed and evidence of state permit coverage where it is required.
- B. No person may engage in any land-disturbing activity until he has acquired a land-disturbing permit (unless the proposed land-disturbing activity is specifically exempt from the provisions of this article), and has paid the fees and posted the required bond.
- C. An administrative fee set forth in Sec. 2-3 shall be paid to Cumberland County at the time of submission of the erosion and sediment control plan.
- D. No land-disturbing permit shall be issued until the applicant submits with his application an approved erosion and sediment control plan or agreement in lieu of an approved erosion and sediment control plan and certification that the plan will be followed.
- E. All applicants for permits shall provide to Cumberland County a performance bond with surety, cash escrow, or an irrevocable letter of credit acceptable to the program administrator, to ensure that measures could be taken by Cumberland County at the applicant's expense should the applicant fail, after proper notice, within the time specified to initiate or maintain appropriate conservation measures required of him by the approved plan as a result of his land-disturbing activity.

The amount of the bond or other security for performance shall not exceed the total of the estimated cost to initiate and maintain appropriate conservation action based on unit price for new public or private sector construction in the locality and a reasonable allowance for estimated administrative costs and inflation which shall not exceed twenty-five percent of the cost of the conservation action. Should it be necessary for Cumberland County to take such conservation action, the [locality] may collect from the applicant any costs in excess of the amount of the surety held.

Within sixty (60) days of adequate stabilization, as determined by the program administrator in any project or section of a project, such bond, cash escrow or letter of credit, or the unexpended or unobligated portion thereof, shall be either refunded to the applicant or terminated, based upon the percentage of stabilization accomplished in the project or project section. These requirements are in addition to all other provisions relating to the issuance of permits and are not intended to otherwise affect the requirements for such permits.

(Ord. No. 09-02, 4-14-2009)

Sec. 34-36. - Monitoring, reports and inspections.

- A. The responsible land disturber, as provided by § 62.1-44.15:52, shall be in charge of and responsible for carrying out the land-disturbing activity and provide for periodic inspections of the land-disturbing activity. Cumberland County may require the person responsible for carrying out the plan to monitor the land-disturbing activity. The person responsible for carrying out the plan will maintain records of these inspections and maintenance, to ensure compliance with the approved plan and to determine whether the measures required in the plan are effective in controlling erosion and sedimentation.

- B. The inspector shall periodically inspect the land-disturbing activity in accordance with 9VAC25-840-60 of the Virginia Erosion and Sediment Control Regulations to ensure compliance with the approved plan and to determine whether the measures required in the plan are effective in controlling erosion and sedimentation. The owner, permittee, or person responsible for carrying out the plan shall be given notice of the inspection.

If the program administrator determines that there is a failure to comply with the plan, notice shall be served upon the permittee or person responsible for carrying out the plan by mailing with confirmation of delivery to the address specified in the permit application or in the plan certification, or by delivery at the site of the land-disturbing activities to the agent or employee supervising such activities.

The notice shall specify the measures needed to comply with the plan and shall specify the time within which such measures shall be completed. Upon failure to comply within the specified time, the permit may be revoked and the permittee or person responsible for carrying out the plan shall be subject to the penalties provided by this article.

- C. Upon issuance of an inspection report denoting a violation of Va. Code §§ 62.1-44.15:55, -44.15:56, the program administrator may, in conjunction with or subsequent to a notice to comply as specified in this article, issue an order requiring that all or part of the land-disturbing activities permitted on the site be stopped until the specified corrective measures have been taken.

If land-disturbing activities have commenced without an approved plan, the program administrator may issue an order requiring that all of the land-disturbing activities be stopped until an approved plan or any required permits are obtained.

Where the alleged noncompliance is causing or is in imminent danger of causing harmful erosion of lands or sediment deposition in waters within the watersheds of the Commonwealth, or where the land-disturbing activities have commenced without an approved plan or any required permits, such an order may be issued without regard to whether the alleged violator has been issued a notice to comply as specified in this article. Otherwise, such an order may be issued only after the alleged violator has failed to comply with such a notice to comply.

The order shall be served in the same manner as a notice to comply, and shall remain in effect for a period of seven (7) days from the date of service pending application by Cumberland County or permit holder for appropriate relief to the Circuit Court of Cumberland County. Cumberland County shall serve such order for disturbance without an approved plan or permits upon the owner by mailing with confirmation of delivery to the address specified in the land records. Said order shall be posted on the site where the disturbance is occurring, and shall remain in effect until permits and plan approvals are secured, except in such situations where an agricultural exemption applies.

If the alleged violator has not obtained an approved plan or any required permits within seven (7) days from the date of service of the order, the program administrator may issue an order to the owner requiring that all construction and other work on the site, other than corrective measures, be stopped until an approved plan and any required permits have been obtained. Such an order shall be served upon the owner by mailing with confirmation of delivery to the address specified in the permit application or the land records of [locality].

The owner may appeal the issuance of an order to the Circuit Court of [locality] [or other appropriate court].

Any person violating or failing, neglecting or refusing to obey an order issued by [position title] may be compelled in a proceeding instituted in the Circuit Court of [locality] to obey same and to comply therewith by injunction, mandamus or other appropriate remedy.

Upon completion and approval of corrective action or obtaining an approved plan or any required permits, the order shall immediately be lifted.

Nothing in this section shall prevent the [position title] from taking any other action authorized by this article.

(Ord. No. 09-02, 4-14-2009) Sec. 34-37. - Penalties, injunctions and other legal actions.

- (a) Violators of this article shall be guilty of a Class I misdemeanor.
- (b) Any person who violates any provision of Va. Code §§ 62.1-44.15:55, 62.1-44.15:56 shall, upon a finding of the District Court of Cumberland County, be assessed a civil penalty. The civil penalty for any one violation shall be not less than \$100 nor more than \$1,000, except that the civil penalty for commencement of land-disturbing activities without an approved plan shall be \$1,000. Each day during which the violation is found to have existed shall constitute a separate offense. In no event shall a series of specified violations arising from the same operative set of facts result in civil penalties which exceed a total of \$10,000, except that a series of violations arising from the commencement of land-disturbing activities without an approved plan for any site shall not result in civil penalties which exceed a total of \$10,000. Any such civil penalties shall be in lieu of criminal sanctions and shall preclude the prosecution of such violation as a misdemeanor under subsection A of § 62.1-44.15:63.
- (c) The program administrator, or the owner or property which has sustained damage or which is in imminent danger of being damaged, may apply to the Circuit Court of Cumberland County to enjoin a violation or a threatened violation of Va. Code §§ 62.1-44.15:55, 62.1-44.15:56, without the necessity of showing that an adequate remedy at law does not exist.

However, an owner of property shall not apply for injunctive relief unless (i) he has notified in writing the person who has violated the local program, and the program authority, that a violation of the local program has caused, or creates a probability of causing, damage to his property, and (ii) neither the person who has violated the local program nor the program authority has taken corrective action within fifteen days to eliminate the conditions which have caused, or create the probability of causing, damage to his property. (d) In addition to any criminal or civil penalties provided under this article, any person who violates any provision of the Erosion and Sediment Control Law may be liable to Cumberland County in a civil action for damages.

- (e) Without limiting the remedies which may be obtained in this section, any person violating or failing, neglecting or refusing to obey any injunction, mandamus or other remedy obtained pursuant to this section shall be subject, in the discretion of the court, to a civil penalty not to exceed \$2,000.00 for each violation. A civil action for such violation or failure may be brought by Cumberland County.

Any civil penalties assessed by a court shall be paid into the Treasury of Cumberland County, except that where the violator is the locality itself, or its agent, the court shall direct the penalty to be paid into the state treasury.

- (f) With the consent of any person who has violated or failed, neglected or refused to obey any regulation or condition of a permit or any provision of this article, or order of the VESCP authority Cumberland County may provide for the payment of civil charges for violations in specific sums, not to exceed the limit specified in Subsection E of this section. Such civil charges shall be instead of any appropriate civil penalty which could be imposed under Subsection B or E. (g) The Commonwealth's attorney shall, upon request of Cumberland County take legal action to enforce the provisions of this article.

- (h) Compliance with the provisions of this article shall be prima facie evidence in any legal or equitable proceeding for damages caused by erosion, siltation or sedimentation that all requirements of law have been met, and the complaining party must show negligence in order to recover any damages.

(Ord. No. 09-02, 4-14-2009)

Sec. 34-38. - Appeals and judicial review.

- (a) Final decisions of Cumberland County under this ordinance shall be subject to review by the Cumberland County Circuit Court, provided an appeal is filed within 30 days from the date of any written decision adversely affecting the rights, duties, or privileges of the person engaging in or proposing to engage in land-disturbing activities.

(Ord. No. 09-02, 4-14-2009) Sec. 34-39. - Severability.

If any provision of this article is held to be unconstitutional or invalid, such unconstitutionality or invalidity shall not affect the remaining provisions therein.

(Ord. No. 09-02, 4-14-2009) Secs. 34-40—34-100. - Reserved.

Vote:	Mr. Osl – aye Mr. Ingle – aye	Mr. Banks – absent Mr. Wheeler – aye
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d) CA 19-09 Short-term rental complex

The Chairman opened the public hearing. With no citizens signed up to speak, the Chairman then closed the public hearing.

On a motion by Supervisor Osl, and carried by the following vote, the Board approved CA 19-09 Short-term rental complex:

Sec. 74-2. - Definitions.

- a) The following defined terms shall be used in this chapter unless the context clearly provides otherwise. Terms used herein but not otherwise specifically defined in this section, shall use the definitions set forth in chapter 54, the general definitions applicable to the Code in chapter 1, the terms used in the Virginia Code and then in the terminology used in common parlance, in that order.
- b) The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abattoir means a commercial slaughterhouse.

Accessory use or structure means a subordinate use or structure customarily incidental to and located upon the same lot occupied by the main use or building.

Acreage means a parcel of land, regardless of area, described by metes and bounds which is not a numbered lot on any recorded subdivision plat.

Administrator and *zoning administrator* mean the official charged with the enforcement of this chapter. He may be any appointed or elected official who is by formal resolution designated to the position by the board of supervisors.

Agriculture means the tilling of the soil, the raising of crops, horticulture, forestry, gardening, including the keeping of animals and fowl, and including any agricultural industry or business, such as fruit packing plants, dairies or similar use, excluding intensive swine facilities.

Airport means an area of land or water which is used, or intended for public use, for the landing and takeoff of aircraft, and any appurtenant areas which are used, or intended for use, for airport buildings or other airport facilities or rights-of-way, easements, together with all airport buildings and facilities located on the area.

Alteration means any change in the total floor area, use, adaptability or external appearance of an existing structure.

Apartment house means a building used or intended to be used as the residence of three or more families living independently of each other.

Automobile graveyard means any lot or place which is exposed to the weather upon which more than five motor vehicles of any kind, incapable of being operated, and which it would not be economically practical to make operative, are placed, located or found.

Basement means a story having part but not more than half of its height below grade. A basement shall be counted as a story, for the purpose of height regulations, if it is used for business purposes, or for dwelling purposes by other than a janitor employed on the premises.

Bed and breakfast inn means a dwelling in which the operator resides and in which, for compensation, meals and overnight accommodations are provided for no more than ten transitory guests.

Boarding, rooming or lodging house means a dwelling, in which the operator resides, other than a hotel or bed and breakfast inn, where, for compensation, meals or lodging are provided for three to ten non-transient guests and containing no more than five sleeping rooms.

Buildable area of a lot means that portion of a lot bounded by the required side and rear yards and the building setback line(s) as applicable.

Building means any structure having a roof supported by columns or walls, and intended for the shelter, housing, or enclosure of any individual, animal, process, equipment, goods, or materials of any kind.

Building, accessory means a subordinate structure customarily incidental to and located upon the same lot occupied by the main structure. No such accessory structure shall be used for housekeeping purposes.

Building, height of means the vertical distance from finished grade to the top of the highest roof beams on a flat or shed roof, to the deck level on a mansard roof, and the average distance between the eaves and the ridge level for gable, hip, and gambrel roofs. For buildings set back from the street line, the height shall be measured from the average elevation of the ground surface along the front of the building.

Building, principal means a building in which is conducted the principal use of the lot on which it is located.

Building envelope means the three-dimensional space within which a structure is permitted to be built on a lot and is defined by maximum height regulations and minimum yard setbacks.

Building setback line means a line in the interior of a lot which is generally parallel to, and a specified distance from, the street right of way line or lines. No building shall then be placed in the space between the building setback line and the right-of-way line.

Cellar means a story having more than half of its height below grade and which may not be occupied for dwelling purposes.

Cemetery, family or church , means a family, individual, or church owned place for the final disposition of human remains. A survey of the bounds of the cemetery, with confirmation of state code requirements being met, and showing a five-foot setback from any adjacent properties and a 100-foot setback from any active wells must be recorded with the circuit court clerk prior to establishment of the cemetery.

Cemetery, private, cemetery association or for-profit , means a privately owned and/or operated place for storage of human remains where lots or storage places may be sold and perpetual care is furnished.

Child care center means any place, however designated, operated for the purpose of providing care, protection and guidance to four (4) or more children under seven (7) years of age separated from their parents or guardians during a part of the day only between the hours of 6:00 a.m. and 7:00 p.m.

Commission means the Planning Commission of Cumberland County, Virginia.

Convenience store means a store that sells foods prepared on premises and provides an informal seating area; sale of gasoline and articles such as bread, milk, cheese, bottled food and drink, tobacco products, candy, papers, magazines and general small hardware articles.

Dairy means a commercial establishment for the manufacture and sale of dairy products.

Development means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, the placement of manufactured homes, streets and other paving utilities, filling, grading, excavation, mining, dredging or drilling operations.

District means districts as referred to in Code of Virginia § 15.2-2280.

Dwelling means any structure which is designed for use for residential purposes, except hotels, boardinghouses, lodging houses, tourist cabins, apartments and automobile trailers.

Dwelling, multiple-family means a structure arranged or designed to be occupied by more than one (1) family.

Dwelling, single-family means a structure arranged or designed to be occupied by one (1) family, the structure having only one (1) dwelling unit.

Dwelling, two-family means a structure arranged or designed to be occupied by two (2) families, the structure having only two (2) dwelling units.

Dwelling unit means one (1) or more rooms in a dwelling designed for living or sleeping purposes, and having at least one (1) kitchen.

Electrical substation, distribution centers, and transformer stations mean premises which may or may not contain buildings, where the interconnection and usual transformation of electrical service takes place between systems. An electrical substation shall be secondary, supplementary, subordinate, and auxiliary to the main system.

Event facility means a facility for hosting public and/or private events, including, but not limited to, weddings, receptions, social events or parties, workshops, and/or conferences, which is used as a venue for social, cultural, recreational, and/or educational activities. Event facilities may include lodging accommodations.

Family or single-family means an individual or two (2) or more persons related by blood, marriage or adoption, or a group of not more than three (3) unrelated persons, occupying a single dwelling unit. For purposes of single-family residential occupancy, this term also shall be deemed to encompass the residents of group homes or other residential facilities, as defined in Code of Virginia § 15.2-2291 which are licensed by the Department of Mental Health, Mental Retardation and Substance Abuse Services or the Department of Social Services and which are occupied by not more than eight (8) mentally ill, mentally retarded, developmentally disabled, elderly or handicapped aged, infirm or disabled persons together with one (1) or more resident counselors. Mental illness and developmental disability does not include current illegal use of or addiction to a controlled substance as defined in Code of Virginia § 54.1-3401.

Foster care and adult family care (home-based) means the provision by a family of room and board to persons (not exceeding three (3)) in number and which persons are not included within the meaning of

"family" as defined herein) under a program of foster care or adult family care operated under the supervision of and pursuant to the regulations of the Virginia Department of Social Services.

Frontage means the means the continuous uninterrupted distance, including easements, along which a parcel abuts an adjacent road.

Garage, private means an accessory building designed or used for the storage of not more than three (3) automobiles owned and used by the occupants of the building to which it is accessory. On a lot occupied by a multiple-unit dwelling, the private garage may be designed and used for the storage of one and one-half (1½) times as many automobiles as there are dwelling units.

Garage, public means a building or portion of a building, other than a private garage, designed or used for servicing, repairing, equipping, renting, selling or storing motor-driven vehicles.

General store means a single store, the ground floor area of which is four thousand (4,000) square feet or less and which offers for sale primarily most of the following articles: bread, milk, cheese, canned and bottled foods and drinks, tobacco products, candy, paper and magazines, and general hardware articles. Gasoline may also be offered for sale but only as a secondary activity of a country general store.

Golf course means any area of land, publicly or privately owned, on which the game of golf is played, including accessory uses and customary buildings, but excluding golf driving ranges.

Golf driving range means a limited area on which golf players do not walk but onto which they drive golf balls from a central driving tee.

Group home (sheltered care facility) means a dwelling unit shared by four (4) to twenty (20) unrelated handicapped persons, including resident staff, who live together as a single housekeeping unit and in a long-term, family-like environment in which staff persons provide or facilitate care, education, and participation in community activities for the residents with the primary goal of enabling residents persons who are handicapped, mentally ill or retarded, developmentally or physically disabled, or who because of age or other physical infirmity, require the protection or assistance of a group setting, to live as independently as possible in order to reach their maximum potential. The minimum lot size for a group home shall be based on the number of residents (including resident staff) proposed to be housed in the facility, as set forth below:

	Minimum Lot Area for Zoning District	
# of Residents	A-2 and A-20	R-1, R-2 and R-3
4 to 8	2 × district minimum	2 × district minimum

9 to 14	6 × district minimum	3 × district minimum
15 to 20	10 × district minimum	5 × district minimum

As used herein, the term *handicapped* shall mean having:

- a) A physical or mental impairment that substantially limits one (1) or more of a person's major life activities so that such person is incapable of living independently; or
- b) A record of having such impairment;
- c) Being regarded as having such impairment.

Guest house means a second detached dwelling unit on a parcel with an existing dwelling unit (principal residence) that:

- (1) Shall not be used as a principal residence or permanent dwelling unit;
- (2) Shall not be a manufactured home;
- (3) Shall not be used in exchange for any form of compensation;
- (4) Shall not be larger in gross floor area than seventy-five percent (75%) of the principal residence;
- (5) Shall be at least fifty (50) feet from any existing dwelling and must meet all applicable building setback requirements for a non-accessory structure.

Gun club means any public or private organization whose principal activity involves the discharge of firearms, including but not limited to rifle or pistol ranges, trap or skeet shooting facilities, sporting clay facilities, or similar facilities or uses.

Handicapped shall not, however, include current illegal use of or addiction to a controlled substance, nor shall it include any person whose residency in the home would constitute a direct threat to the health and safety of other individuals. The term "group home" shall not include detention facilities operated under the standards of the Department of Juvenile Justice, nursing homes, alcoholism or drug treatment centers, work release facilities for convicts or ex-convicts, or other housing facilities serving as an alternative to incarceration or where the residents are under the supervision of a court.

Historical area means an area indicated on the zoning map to which the provisions of this chapter apply for protection of a historical landmark.

Home occupation means an occupation carried on by the occupant of a dwelling as a secondary use in which there is no display, no noise, no odor, no change from the residential or agricultural character of the home, and no one is employed in the home other than the members of the family residing on the premises. Traffic impacts to adjacent residences should be consistent with adjacent uses and zoning.

Hospital means any facility licensed pursuant to this chapter in which the primary function is the provision of diagnosis, of treatment, and of medical and nursing services, surgical or nonsurgical, for two or more nonrelated individuals, including hospitals known by varying nomenclature or designation such as sanatoriums, sanitariums and general, acute, rehabilitation, chronic disease, short-term, long-term, outpatient surgical, and inpatient or outpatient maternity hospitals. Certain nursing homes and homes for the aged may be a home occupation if they comply with the definitions in this section.

State Law reference— Similar provisions, Code of Virginia § 32.1-123.

Hotel means a building designed or occupied as the more or less temporary abiding place for 14 or more individuals who are, for compensation, lodged, with or without meals, and in which provision is not generally made for cooking in individual rooms or suites.

Household pet means animals that are customarily kept for personal use or enjoyment within the home. Household pets shall include but not be limited to domestic dogs, domestic cats, domestic tropical birds, and rodents.

In home daycare means a daycare run as an accessory use to a single family residential home, subject to the conditions of state licensure, with access approved by VDOT, providing at least two parking spaces off of the street for customers, adequate lighting and fencing for safety and meeting the bulk requirements of the subject zoning district, without any bonus provision.

Inert waste means the establishment of a landfill to handle stumps, roots, limbs, brush, leaves, and inert waste which means solid waste which is physically, chemically and biologically stable from further degradation and considered to be non-reactive waste which includes rubble, concrete, broken bricks, rocks and road pavement. All of which can be deported without a liner providing it is five foot above the water table.

Junkyard means an establishment or place of business which is maintained, operated or used for storing, keeping, buying or selling junk, or for the maintenance or operation of an automobile graveyard; and the term shall include garbage dumps and sanitary fills.

State Law reference— Similar provisions, Code of Virginia § 33.1-348.

Kennel, commercial means any structure or any land or any combination of either used, designed or arranged for the commercial grooming, boarding, breeding, training, selling or care of dogs, cats or other household pets that charges to or collects from animal owners a fee for overnight maintenance, care or boarding of animals or which is operated for any purpose other than that of a private kennel. For the purpose of this term, outdoor confinement shall mean any commercial kennel that utilizes any form of animal confinement and/or animal runs which are not completely enclosed in a structure that is properly ventilated and air conditioned. Facilities with a combination of indoor and outdoor confinement shall be deemed to have outdoor confinement.

Kenel, private means any structure or any land or any combination of either used, designed or arranged for grooming, boarding, breeding, training or care of dogs, cats or other household pets belonging to the owner of the property, kept principally for the purposes of show, hunting, or as household pets on the premises of the facility.

Kindergarten, private means a school which is primarily educational in nature, meets the needs of a child of five years and is operated at least five hours but not more than 6.5 hours per day.

Land sales office means a small structure or office used for displaying and selling lots from land which has been subdivided or partitioned in accordance with county regulations.

Livestock market means a commercial establishment wherein livestock is collected for sale and auctioned off.

Lot means a parcel of land, including a residue, described by metes and bounds or otherwise shown on a plat, and intended as a unit of real estate for the purposes of ownership, conveyance or development. For the purposes of this chapter, lot shall be interchangeable with "parcel", "tract" and "plot" or any similar term.

Lot, area means the total square footage included within the lot lines.

Lot, corner means a lot abutting on two or more streets at their intersection.

Lot, depth of means the average horizontal distance between the front and rear lot lines.

Lot, double-frontage means an interior lot having frontage on two streets.

Lot, flag means a residential building lot that utilizes unique physical features but does not have the required lot width at the normal setback line. Flag lot configurations are prohibited.

Lot, interior means any lot other than a corner lot.

Lot of record means a lot that exists as shown or described on a plat or deed in the records of the Clerk's Office of the Circuit Court of Cumberland County, Virginia.

Lot, reverse frontage means a double frontage lot which has its vehicular access point limited to the back of the lot, rather than having access on its front.

Lot, width of means the average horizontal distance between side lot lines.

Lot line, front means in the case of an interior lot, the line separating said lot from the road. In the case of a corner or double frontage lot, the line separating said lot from that road which is designated as the front road.

Lot line, rear means the lot boundary opposite and most distant from the front lot line. In the case of a pointed or irregular lot, it shall be an imaginary line parallel to and farthest from the front lot line not less than ten feet long and wholly within the lot.

Lot line, side means any lot boundary not a front or rear lot line.

Manufacture and/or manufacturing means the processing and/or converting of raw, unfinished materials, products, or either of them into articles or substances of different character, or for use for a different purpose.

Manufactured home means a structure subject to federal regulation, which is transportable in one or more sections; is eight body feet or more in width and 40 body feet or more in length in the traveling mode, or is 320 or more square feet when erected on site; is built on a permanent chassis; is designed to be used as a single-family dwelling, with or without a permanent foundation, when connected to the required utilities; and includes the plumbing, heating, air conditioning and electrical systems contained in the structure.

Manufactured home park means any area designed to accommodate two or more manufactured homes or mobile homes intended for residential purposes.

Modular and prefabricated housing unit means an industrialized building assembly consisting of two or more standardized subassemblies, including the necessary electrical, plumbing, heating, ventilating and other service systems which are built to the Virginia Uniform Statewide Building Code standards, manufactured off-site and transported to the point of use for installation or erection, to a permanent foundation, as a finished building and not designed for removal to or installation, erection or assembly on another site.

Multiple part parcel means a parcel of land that is in multiple parts or portions, that may or may not be contiguous with one another.

Nonbuildable lot means a lot intended for the following uses: wells, septic systems (including conventional drain fields), stormwater management facilities, open space, noncommercial family cemeteries, but which is not used for residential purposes and does not meet one or more of the dimensional requirements of this chapter.

Nonconforming activity means the otherwise legal use of a building or structure that does not conform to the use regulations of this chapter for the district in which it is located either at the effective date of the ordinance from which this chapter derives or as a result of subsequent amendments to such ordinance or this chapter.

Nonconforming lot means an otherwise legally platted lot that does not conform to the minimum area or width requirements of this chapter for the district in which it is located either at the effective date of

the ordinance from which this chapter derives or as a result of subsequent amendments to such ordinance or this chapter.

Nonconforming structure means an otherwise legal building or structure that does not conform with the lot area, yard, height, lot coverage, or other area regulations of this chapter, or is designed or intended for a use that does not conform to the use regulations of this chapter for the district in which it is located, either at the effective date of the ordinance from which this chapter derives or as a result of subsequent amendments to such ordinance or this chapter.

Nursing home, convalescent home and rest home means an establishment used as a dwelling place by the aged, infirm, chronically ill, or incurably afflicted persons, in which not less than four persons live or are kept or provided for on the premises for compensation, excluding clinics and hospitals and similar institutions devoted to the diagnosis, treatment or care of the sick or injured.

Off-street parking area means space provided for vehicular parking outside the dedicated street right-of-way.

One-room school house means an accessory structure used as a school house for members of the immediate community, situated on a parcel of at least 20 acres, with no more than a total of 30 students and no larger than 1,500 square feet in size. The school house must meet the same setbacks as the principal structure, have a VDOT approved entrance, have an average of no more than ten vehicle trips per day, meet health department requirements for the provision of water and wastewater, only operate during daylight hours, and allow no provision for overnight accommodation.

Open space means that area within the boundaries of a lot that is intended to provide light and air, and is designed for either scenic or recreational purposes. Open space shall, in general, be available for entry and use by the residents or occupants of the development, but may include a limited proportion of space so located and treated as to enhance the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Open space may include, but need not be limited to lawns, decorative planting, walkways, active and passive recreation areas, children's playgrounds, fountains, swimming pools, undisturbed natural areas, agriculture, wooded areas, water bodies; and provided further, however, that the area within wetlands, floodplains and slopes greater than 15 percent shall not comprise more than 50 percent of the total required open space. Open space shall not include driveways, parking lots, or other vehicular surfaces, any area occupied by a building, nor areas so located or so small as to have no substantial value for the purposes stated in this definition. Within a residential subdivision, open space shall be composed of only those areas not contained in individually owned lots.

Pen means a small enclosure used for the concentrated confinement and housing of animals or poultry; a place for feeding and fattening animals; a coop, enclosed pasture or range with an area in excess of 100 square feet for each hog or 200 square feet for each larger animal shall not be regarded as a pen.

Poultry means fowl normally raised on a farm such as chickens, ducks, geese and turkeys.

Private landing area means an area for landing aircraft which has been constructed by a person for private use and which is not open to the general public.

Processing and assemblage of wood products means processing (excluding chemical treatment) and assemblage of wood products, including but not limited to assembling structural components for sheds, specialty buildings, etc., and/or processing wood and/or by-products such as mulch, pellets, chips, firewood, sawdust, etc.

Professional office means any room, studio, clinic, suite or building wherein the primary use is the conduct of a business by professionals, including but not limited to architects, land surveyors, artists, musicians, lawyers, accountants, real estate brokers, insurance agents, dentists or physicians, planners, landscape architects, computer programmers, and other related fields. Veterinarian offices and animal hospitals are excluded from this definition.

Public health clinic means a building or complex in which physicians or dentists, or both, and nurses offer diagnosis and treatment to the sick and injured. A clinic shall not include inpatient care.

Public water and sewer means a water or sewer system owned and operated by the county or an authority or owned and operated by a private individual or a corporation approved by the board of supervisors and properly licensed by the state corporation commission, and subject to special regulations as set forth in this chapter.

Recreational vehicle means a vehicle, regardless of size, which is not designed to be used as a permanent dwelling, and in which the plumbing, heating and electrical systems contained in the vehicle may be operated without connection to outside utilities, which are self-propelled or towed by a light-duty vehicle. Recreational vehicles are not to be inhabited as permanent residences but may be established for temporary occupations, within designated recreational vehicle parks that comply with all County Codes and ordinances.

Recreational vehicle park also known as an RV park or RV campground means a camping and overnight area for two or more recreational vehicles, pick-up coaches, motor homes, camping trailers, other vehicular accommodations and tents, suitable for temporary habitation operated as a business or for a fee. A recreational vehicle park shall be served by water and sewer systems approved by the Cumberland County Health Department. A recreational vehicle park shall not be construed to mean a mobile home park or be used for permanent residence. Continuous occupancy by the same person for more than six months in any 12-month period shall be prohibited, except that one permanent residence may be permitted for the park owner or manager. All recreational vehicles are required to maintain current licenses, inspections, and registrations. Additionally, the vehicles must have wheels, tires, tongue and no permanent underpinning. Recreational vehicles shall comply with the setback requirements of the zoning ordinance.

Required open space means any space required in any front, side or rear yard.

Restaurant means any building in which, for compensation, food or beverages are dispensed for consumption on the premises, including, among other establishments, cafes, tearooms, confectionery shops and refreshment stands.

Restaurant, drive-in means an establishment from which, for compensation, food or beverages are dispensed for consumption within automobiles or on informal facilities on the premises.

Retail stores and shops means buildings for display and sale of merchandise at retail or for the rendering of personal services (but specifically exclusive of coal, wood and lumber yards), such as the following, which will serve as illustrations: drugstore, newsstand, food store, candy shop, milk dispensary, dry goods and notions store, antique shop, gift shop, hardware store, household appliance store, furniture store, florist, optician, music and radio store, tailor shop, barbershop and beauty shop.

Riding and boarding stable means any structure or any land or any combination of either use, designed or arranged for the maintenance and boarding of horses, mules, ponies or donkeys for hire either with or without instructions or a riding area but exclusive of horses or mules used for agricultural purposes.

Road means highway, street, avenue, boulevard, road, lane, alley, or any other thoroughfare for vehicular traffic.

Sales lot means any land used or occupied for the purpose of buying and selling new or secondhand passenger cars or trucks, motor scooters, motorcycles, boats, travel trailers, motor homes, mobile homes, campers, aircraft or monuments and for their storage prior to sale.

Sawmill, portable means a portable sawmill located on private property for the processing of timber cut only from that property or from immediately contiguous and adjacent property.

Service business means a contractor firm such as a painter, carpenter, plumber or electrician that requires only an office and/or storage for materials and equipment, generally not accessible by the public and with less than three staff or employees on-site at any time. Service businesses also include professional offices that require infrequent access by the public. Such professional offices may have no more than three total on-site staff with customary hours of operation beginning no earlier than 7:00 a.m. and ending no later than 9:00 p.m., Monday through Saturday.

Setback means the minimum distance by which any building or structure must be separated from the front, side or rear lot lines, or from the centerline of any road right-of-way on any designated primary highway or from the centerline of any secondary road right-of-way or street right-of-way for any private road.

- (1) For the purposes of this definition, "primary highway" shall mean U.S. Route 60, Route 45 and Route 13, and any other public streets and roads shall be deemed to be "secondary road rights-of-way."
- (2) For the purposes of this definition, "centerline" shall mean the midpoint of the paved or graveled portion of any road in the county.

Short-term rental complex means a camping and overnight area for use as temporary habitation operated as a business or for a fee.

Sign structure means the supports, uprights, bracing and framework of any structure, be it single-faced, double-faced, V-type, or otherwise exhibiting a sign.

Special event means an event or gathering (i) having more than 75, but no more than 150 people, reasonably expected to be in attendance at any one point in time; (ii) is established for a limited duration in one day; and (iii) is held outside a building or held in a temporary or portable structure on open land or space, not associated with a commercial building or established facility, on private or public property or public right-of-way on a temporary basis. Use of public property or right-of-way requires applicable governmental approvals. Special events are limited to four times a year or less. Special events sponsored by non-profit organizations are not limited to the number of events each year. Special events can include, but are not limited to, weddings, parties, receptions or catered events. An event that would otherwise qualify as a special event but has fewer than 75 people in attendance can be held without limitation.

Where more than 150 people are reasonably expected to attend, a festival permit is required. See Cumberland County Code, chapter 6, article II, for festival permit requirements.

Special exception means a use that would not be appropriate generally or without restrictions throughout the zoning division or district but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in such zoning division or district as special exceptions if specific provisions for such special exceptions are made in this chapter. For the purpose of this chapter, the terms "*special exception*," "*use by special exception*" and "*conditional use*" shall be deemed to be synonymous.

Special recreational event means either:

- (1) A special event held more than four times a year and not sponsored by a non-profit organization; or
- (2) An event or gathering at which (a) more than 150 people are reasonably expected to be in attendance at any one point in time; (b) the event or similar event is held two or more times a year; and (c) each event or similar event is held over two or more consecutive days. Special recreational events are held outside a building or held in a temporary or portable structure on open land or space, not associated with a commercial building or established facility, on private or public property. Use of public property requires applicable governmental approvals. Special recreational events can include, but are not limited to, concerts, musical festivals, stage or theatrical shows, fairs, carnivals, exhibitions, sports events, automobile or animal races or competitions and off-road vehicle events.

Where more than 150 people are reasonably expected to attend but an event does not have the intensive use of a special recreational event, a festival permit is required. See Cumberland County Code, chapter 6, article II, for festival permit requirements.

Store means the same as "retail stores and shops."

Story means that portion of a building, other than the basement, included between the surface of any floor and the surface of the floor next above it; if there is no floor above it, the space between the floor and the ceiling next above it.

Story, half means a space under a sloping roof, which has the line of intersection of roof decking and wall face not more than three feet above the top floor level, and in which space not more than two-thirds of the floor area is finished off for use.

Street and road means a public thoroughfare which affords principal means of access to abutting property.

Street line means the dividing line between a street or road right-of-way and contiguous property.

Structure means anything constructed or erected the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground. This definition includes, among other things, dwellings, buildings, signs, etc.

Subdivision means the division of a parcel of land into three or more lots or parcels of less than five acres each for the purpose of transfer of ownership of building development, or if a new street is involved in such division, any division of a parcel of land.

Transitional home means a dwelling unit, other than a group home, shared by four to 20 unrelated persons, including resident staff, who live together temporarily as a single housekeeping unit, and in which staff persons provide or facilitate care, education, counseling and participation in community activities for the resident clients. The minimum lot size for a transitional home shall be based on the number of residents (including resident staff) proposed to be housed in the facility, as set forth below:

# of Residents	Minimum Lot Area for Zoning District	
	A-2 and A-20	R-1, R-2 and R-3
4 to 8	2 × district minimum	2 × district minimum
9 to 14	6 × district minimum	3 × district minimum
15 to 20	10 × district minimum	5 × district minimum

The following and similar types of occupancy shall be considered to be transitional housing:

- a) Temporary quarters for victims of physical or emotional abuse.
- b) Temporary or emergency quarters for children or adults needing room and board and support services that would lead to self-sufficiency and permanent shelter.

The term transitional home shall not include detention facilities operated under the standards of the Department of Juvenile Justice, nursing homes, alcoholism or drug treatment centers, work release facilities for convicts or ex-convicts, or other housing facilities serving as an alternative to incarceration or where the residents are under the supervision of a court.

Travel trailer means a mobile unit less than twenty-nine (29) feet in length and less than four thousand five hundred (4,500) pounds in weight which is designed for human habitation.

Use, accessory means a subordinate use, customarily incidental to and located upon the same lot occupied by the main use.

Variance means, in the application of this chapter, a reasonable deviation from those provisions regulating the size or area of a lot or parcel of land, or the size, area, bulk or location of a building or structure when the strict application of this chapter would result in unnecessary or unreasonable hardship to the property owner, and such need for a variance would not be shared generally by other properties, and provided such variance is not contrary to the intended spirit and purpose of this chapter and would result in substantial justice being done. It shall not include a change in use which change shall be accomplished by a rezoning or by a conditional zoning.

State Law reference— Similar provisions, Code of Virginia § 15.2-2201.

Veterinary hospital means a place where animals are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use. For the purpose of this term, outdoor confinement shall mean any veterinary hospital that utilizes any form of animal confinement and/or animal runs which are not completely enclosed in a structure that is properly ventilated and air conditioned. Facilities with a combination of indoor and outdoor confinement shall be deemed to have outdoor confinement. For animals boarded not incidental to hospital care see the term Kennel. Veterinary clinic, veterinary office and animal hospital mean the same as veterinary hospital.

Wayside stand, roadside stand, wayside market means any structure or land used for the sale of agricultural or horticultural produce, livestock or merchandise produced by the owner or his family on their farm.

Wireless telecommunications facility means all infrastructure and equipment including but not limited to antenna support structures, antennas, transmission cables, equipment shelters, equipment cabinets, utility pedestals, ground systems, fencing, signage and other ancillary equipment associated with the transmission or reception of wireless communications.

Wood products means the same as "processing and assemblage of wood products."

Yard means an open, unoccupied space that lies between the principal building or building and the nearest lot line on a lot unobstructed from the ground upward, except as otherwise provided by this chapter.

Yard, front means an open, unoccupied space that extends the full width of the lot between any building and the front lot line and measured perpendicular to the building and the closest point to the front lot line.

Yard, rear means an open, unoccupied space that extends across the full width of the lot between the principal building and the rear lot line and measured perpendicular to the building to the closest point of the rear lot line.

Yard, side means an open, unoccupied space that extends from the front yard to the rear yard between the principal building and the side lot line and measured perpendicular from the side lot line to the closest point of the principal building.

(Ord. No. 11-05, § c, 7-12-2011; Ord. No. 11-08, 2-14-2012; Ord. No. 11-07, 7-10-2012; Ord. No. 14-05, 10-14-2014; Ord. No. 14-06, 11-18-2014; Ord. No. 15-01, 3-10-2015; Ord. No. 15-07, 5-12-2015; Ord. No. 15-08B, 10-13-2015; Ord. No. 16-05, 4-12-2016; Ord. No. 16-08, 10-11-2016; Ord. No. 16-10, 3-14-2017; Ord. No. 16-11, 4-11-2017; Ord. No. 18-05, 11-13-2018)

Cross reference— Definitions generally, § 1-2.

Sec. 74-133. - Permitted uses with conditional use permit.

The following uses are permitted in the A-2 district with a conditional use permit:

- (1) Airstrips.
- (2) Animal research facility.
- (3) Antique shops.
- (4) Borrow, extraction, excavation and stockpiling of soil, gravel, or sand.
- (5) Churches (of over one hundred thousand (100,000) square feet) and cemeteries, private, cemetery association or for-profit.
- (6) Convenience and general stores.
- (7) Event facilities.
- (8) Fire and rescue facilities.
- (9) Garage, automotive repair.
- (10) Golf courses, country clubs, golf driving ranges and mini-golf.
- (11) Group home.
- (12) Guesthouse.
- (13) Gun clubs with or without indoor or outdoor shooting ranges, skeet shooting ranges and ball clubs.

\$443,248.00, Direct Deposits total \$164,467.46, all with check numbers ranging from 81058-81382.

2) Approval of Minutes – November 12, 2019

On a motion by Supervisor Osl and carried unanimously, the Board approved the consent agenda with the revisions stated for the November 12, 2019 Board minutes:

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

b) Ratify Trans Tech Alliance Regional Development Agreement

County Administrator, Don Unmussig, informed the Board that this was approved at their last meeting although it was unintentionally left out of the meeting packet.

On a motion by Supervisor Ingle and carried by the following vote, the Board ratified approval of the TransTech Alliance Regional Development Agreement:

TRANSTECH ALLIANCE

REGIONAL DEVELOPMENT AGREEMENT

THIS AGREEMENT is entered into this 12th day of November, 2019 among Brunswick County, Charlotte County, Greensville County, Lunenburg County, Mecklenburg County, Prince Edward County, Buckingham County, Cumberland County, and the City of Emporia (the “Member Jurisdictions”) all of which are political subdivisions in the Commonwealth of Virginia. ¹

WHEREAS, in 2012, the Alliance was created for the purpose of creating a regional organization to increase business opportunities and other development opportunities within the region; and

WHEREAS, the Member Jurisdictions desire to amend this Agreement with the Alliance governing the parties’ respective obligations;

NOW THEREFORE, it is agreed by the Member Jurisdictions as follows:

¹ Nottoway County will withdraw as a member effective June 30, 2019. Amelia County withdrew as a member on June 30, 2018.

1. Creation of TransTech Alliance.

In 2012, Brunswick, Charlotte, Greenville, Lunenburg, Mecklenburg and Nottoway Counties and the City of Emporia created a regional entity to increase business and other development opportunities to be named the TransTech Alliance (the "Alliance") pursuant to Section 15.2-1300 et. seq. of the Code of Virginia, which authorizes the joint exercise of powers by political subdivisions.

2. Duration.

The Alliance shall be in existence for an unlimited duration, unless dissolved as set forth in Section 10 of this Agreement.

3. Board.

The Alliance shall be administered by a Board of Directors consisting of two representatives appointed by the governing body of each of the Member Jurisdictions. The members of the Board shall serve without a term, and shall serve at the pleasure of their respective governing bodies. In addition, the Board may appoint up to six additional Board members representing business and education for two-year terms. The Board shall have the power to adopt bylaws, and shall elect a chair, a vice-chair, secretary and treasurer, each of which shall serve for two-year terms. Approval of any action shall require a majority of a quorum of the Board.

4. Method of Financing and Budget.

The Alliance shall be financed by a combination of grants and awards and funding by the Member Jurisdictions in the form of an annual per capita appropriation based on the decennial United States Census. The amount of the annual per capita appropriation shall be determined by the Board when it adopts the annual budget. The annual per capita appropriation for the fiscal year beginning July 1, 2012 is \$1.00. The Board shall propose a budget for the next fiscal year by March 1 of each year, and shall present that budget to the county administrator or city manager of each Member Jurisdiction. The Alliance shall have the authority to accept grants and awards in its name on behalf of the Member Jurisdictions.

5. Executive Director.

The Board shall have the authority to employ an Executive Director and other employees, subject to available funds.

6. Fiscal Agent.

The Board shall appoint one of the Member Jurisdictions to serve as its fiscal agent. The fiscal agent shall receive and disburse all funds for the Board, and shall provide an accounting of all such funds. The Board may agree to pay the Member Jurisdiction serving as fiscal agent for such service. The Board may conduct its own annual audit, or may have the auditor for the Member Jurisdiction serving as fiscal agent have the annual audit conducted by its auditor.

7. Title to Property.

In the event that the Board shall acquire real or personal property, the title to such property shall, in the discretion of the Board, be in the name of the Alliance or the Member Jurisdiction serving as fiscal agent, which shall hold the property in trust for the members of the Alliance.

8. Contracts.

The Board shall have the power to enter into contracts to the extent funds are available. Such contracts shall be entered into in the name of the Alliance. The Board shall purchase such insurance as it deems necessary.

9. Withdrawal of Membership.

Upon resolution of its governing body, a Member Jurisdiction shall be allowed to withdraw from this Agreement as of July 1 of any year by giving six months' written notice to the other Member Jurisdictions, unless such notice is unanimously waived by the other Member Jurisdictions. During such six-month period, the Member Jurisdiction seeking to withdraw agrees to continue its annual appropriations. In the event a Member Jurisdiction withdraws, it shall have no right to any personal property, real property, or any other asset, including cash, held by the Alliance or the fiscal agent. In the event a Member Jurisdiction does not appropriate the annual per capita amount determined by the Board in the annual budget, such Member shall be considered to have withdrawn from the Alliance, and shall have no right to any personal property, real property, or any other asset, including cash, held by the Alliance or the fiscal agent.

Further, any Member Jurisdiction that withdraws from the Alliance shall pay for the costs associated with removing said Member Jurisdiction from print and electronic media, including but not limited to, letterhead and websites, and any other materials used by the Alliance that includes the name of the withdrawing Member Jurisdiction.

10. Dissolution.

The Member Jurisdictions may dissolve the Alliance by a majority of the governing bodies adopting resolutions to that effect. Such resolutions shall state the date of the dissolution. In the event of such dissolution, the assets of the Alliance shall be divided pro rata, based upon the relative percentages of Member Jurisdiction contributions, unless otherwise agreed to unanimously. Any assets held at the time of dissolution that have been contributed by entities that are not Member Jurisdictions shall be divided equally among the Member Jurisdictions, unless otherwise agreed to unanimously. In the absence of a unanimous agreement to do otherwise, any personal or real property shall be sold.

11. Additional Members.

Any city or county in Virginia, may, upon the adoption of a resolution by its governing body, and with a majority of a quorum of the Board of Directors, may become a member of the Alliance. The new member shall adopt a resolution approving this Agreement and its membership in the Alliance. The city or county requesting membership shall appoint two members to the Board and one alternate.

12. Counterparts.

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, will be an original, and the counterparts taken together will constitute one and the same instrument.

WHEREFORE, the parties indicate their desire to enter into this Agreement by their duly authorized signatures below.

BRUNSWICK COUNTY

By: _____

BUCKINGHAM COUNTY

By: _____

CHARLOTTE COUNTY

By: _____

CUMBERLAND COUNTY

By: _____

GREENSVILLE COUNTY

By: _____

LUNENBURG COUNTY

By: _____

MECKLENBURG COUNTY

By: _____

PRINCE EDWARD COUNTY

By: _____

CITY OF EMPORIA

By: _____

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

c) Records destruction request from the Treasurer

Code of Virginia requires Treasurers to obtain the consent of the governing body before destroying paid tax tickets after five years from the end of the fiscal year during which the taxes were paid. Mr. Leroy Pfeiffer, Treasurer, is requesting consent to destroy tax receipts for fiscal year 2013-2014.

On a motion by Supervisor Osl, and carried by the following vote, the Board approved the request for Treasurer Leroy Pfeiffer to destroy tax receipts from fiscal year 2013-2014:

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

d) RFP 2019-10-18-CCES Intent to award

County Administrator, Don Unmussig, informed the Board that three proposals were received and were responsive and responsible. Of the three received, the Procurement Team recommends the Board authorize the County Administrator to issue the Notice of Intent to Award for two of the proposals, one for the gymnasium floor (\$45,960.00), and one for the remaining main area flooring (\$191,588.79). and authorize the County Administrator to approve contact change orders not to exceed ten percent (10%) for unforeseen project costs.

Supervisor Osl states that the contractor should be able to complete the project for the cost in the proposal, and suggests that any change orders should come before the Board for approval.

On a motion by Supervisor Osl, and carried by the following vote, the Board authorized the County Administrator to issue a Notice of Intent to Award:

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

11. Finance Director’s Report

a) Monthly budget Report

There was no discussion regarding the monthly budget report.

b) Piedmont Health District – request for additional funding for FYE20

Each year, the County provides a monetary contribution to the local health department. In September 2019, the County received a partial revenue refund in the amount of \$5,393.60 for fiscal year 2019. The Health Department is requesting the Board consider an increase in the fiscal year 2020 contribution in the amount of \$2,456.59.

On a motion by Supervisor Osl, and carried by the following vote, the Board approved an additional funding request for the local Health Department in the amount of \$2,456.59:

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye
c)

12. Planning Director's Report

- a) Planning Project Update

There was no discussion regarding this item.

13. County Attorney's Report

N/A

14. Old Business

- a) Cobbs Creek Watershed Protection Ordinance

On a motion by Supervisor Osl, and carried by the following vote, the Board approved the Cobbs Creek Watershed Protection Ordinance as presented:

COBB'S CREEK RESERVOIR WATERSHED PROTECTION ORDINANCE

ARTICLE I. – GENERAL PROVISIONS

Sec. 1-100. - Title and Authority

This ordinance shall be known as the Watershed Protection Ordinance for the Cobbs Creek Reservoir. The ordinance has been adopted pursuant to the August 10, 2010 Memorandum of Understanding between Cumberland County and Henrico County.

Section 1-101. - Definitions.

“Cobbs Creek Regional Water Supply Reservoir” (“Cobbs Creek Reservoir”) means the fourteen point eight (14.8) billion gallon raw water reservoir constructed by Henrico County in Cumberland County to allow for controlled releases from reservoir storage into the James River.

“Cobbs Creek Reservoir Watershed” means the reservoir watershed area identified on the October 2015 Reservoir Buffer and Watershed Map maintained in the Cumberland County Planning Office. It consists of the Reservoir Buffer and Other Reservoir Watershed Area as defined herein.

“Other Reservoir Watershed Area” means the portion of the Cobbs Creek Reservoir Watershed outside the Reservoir Buffer. Other Reservoir Watershed Area is shown on the October 2015 Reservoir Buffer and Watershed Map maintained in the Cumberland County Planning Office.

“Owner” means Henrico County which will construct, own, and operate the Cobbs Creek Reservoir.

“Pollutant” means dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharged into water.

“Reservoir Normal Pool” means the reservoir’s water area surrounded by the Reservoir Buffer as shown on the October 2015 Reservoir Buffer and Watershed Map maintained in the Cumberland County Planning Office.

“Zoning administrator” means the Director of Planning for Cumberland County.

Section 1-102. - Jurisdiction

Cumberland County has jurisdiction over the Cobbs Creek Reservoir and is responsible for enforcing the provisions of this ordinance.

Section 1-103. - Purpose

The purpose of this ordinance is to achieve water quality protection; to control and abate the discharge of pollutants; to permit beneficial use of the Cobbs Creek Reservoir; and to safeguard potential future use of the reservoir as a direct source of drinking water for Cumberland County.

Section 1-104. - Effective Date

This ordinance shall be effective upon adoption.

Section 1-105. - Applicability

This ordinance applies to all activities in the Cobbs Creek Reservoir Watershed.

Section 1-106. - Establishment of Reservoir Protection Overlay District

[Reserved]

Section 1-107. - Interpretation of District Boundaries

The zoning administrator shall determine the boundaries of the Reservoir Buffer and Other Reservoir Watershed Area based on the October 2015 Reservoir Buffer and Watershed Map maintained in the Cumberland County Planning Office.

ARTICLE II. – WATERSHED PROTECTION

Section 2-200. - Other Reservoir Watershed Area

Section 2-200.1. - Statement of Intent. These provisions establish the activities that are prohibited and permitted in Other Reservoir Watershed Area of the Cobbs Creek Reservoir Watershed.

Section 2-200.2. - Prohibited Uses

The following activities are prohibited throughout Other Reservoir Watershed Area of the Cobbs Creek Reservoir Watershed.

- 1) Activities involving the manufacture, bulk storage, or any type of distribution of petroleum, chemical, asphalt products, or any hazardous substances as defined in Section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 and substances designated under section 311(b)(2)(A) of the Clean Water Act (Federal Water Pollution Control Act Amendments of 1972, as amended in 1977).
- 2) Installation of long distance transmission pipelines for natural gas, liquid petroleum, petroleum products, slurry coal, and any other liquids or solids, except water lines, sewer lines and storm sewers.
- 3) Fuel storage tanks in the absence of secondary containment structures such as earthen berms around the tanks.
- 4) Gas stations and/or automotive service stations.
- 5) Junkyards.
- 6) Exploration, development or operation of oil wells, natural gas wells, strip mines or quarries.
- 7) Application to land surfaces or landfilling of industrial, commercial or residential waste.
- 8) Land application of biosolids.
- 9) Dumping or spreading of animal waste in areas not used in such manner prior to implementation of this ordinance.
- 10) Feed lots for more than fifty (50) animals.
- 11) Sewage system discharges to surface waters.
- 12) Discharges into the storm drainage system or state waters of any pollutants or waters containing any pollutants other than stormwater.
- 13) Any use prohibited by state or federal law, regulation, or permit.

Section 2-200.3. - Permitted Uses.

Any uses allowed in the zoning district and not listed in Section 2-200.2 are permitted.

Section 2-300. - Reservoir Normal Pool

Section 2-300.1. - Statement of Intent. These provisions establish the activities that are prohibited in the Reservoir Normal Pool of the Cobbs Creek Reservoir.

Section 2-300.2. - Prohibited Uses

The following private activities are prohibited in the Reservoir Normal Pool of the Cobbs Creek Reservoir to protect water quality, public facilities, and safe recreational use.

- 1) All activities prohibited in the Reservoir Buffer and Other Reservoir Watershed Area.
- 2) Use of boats, sailboats, kayaks, canoes, and paddleboards within restricted areas within restricted areas as mutually designated by Cumberland and Henrico Counties. Use of a boat with any type of engine that exceeds ten (10) horsepower.
- 3) Swimming within restricted areas within restricted areas as mutually designated by Cumberland and Henrico Counties. Littering or polluting the reservoir.
- 4) Use of firearms or explosives.
- 5) Accessing or mooring at dam facilities.

Vote: Mr. Osl – aye Mr. Banks – absent
Mr. Ingle – aye Mr. Wheeler – aye

15. New Business

N/A

16. Public Comments

Ms. Suzanne Moore had signed up to speak, but passed on the opportunity. Mr. Toby Gray, Mr. David Sloan, Mr. Dan Pemple and Mr. Jimmy Keller had signed up to speak, but were not in attendance during public comments. Mr. Gene Brooks informed the Board that he participated in a remember Pearl Harbor Day. On December 7, 1941, the Country was under attack and we responded with force. He thanked the Board for adopting the second amendment sanctuary resolution.

Mr. Lou Seigel stated that he supports the second amendment, and thanked the Board for adopting the second amendment sanctuary resolution.

Mrs. Betty Myers states that she supports the second amendment, but believes the issues will not change whether the county is a second amendment sanctuary or not. She states that few reservoirs allow recreational uses as the water may be used as drinking water in the future, and that Green Ridge/County Waste has been sold and that Cumberland does not need a dump. She wished the outgoing Board the best of luck and states that she is looking forward to working with the incoming Board.

Mr. Tim Martin states his discontent with the new assessment and asked if there is a ceiling for increases in assessments.

Mr. Chris Rankin states that he supports the second amendment but the problems with guns go way beyond the resolution. HE is appreciative of everything the outgoing Board has done. He recognizes the difficulty of the position and although

he may not agree with every action. There was another speaker signed up to speak, but the name was illegible and no one else asked to speak.

17. Board Member Comments

Supervisor Osl thanked the citizens for their support and confidence over the last 16 years, and thanked staff for their assistance. During his tenure, and before the recession, the county had many accomplishments to include:

- The County built a new Middle/Highs School Complex
- Approve the Cobbs Creek Reservoir Project
- Installed the first public water system in the county
- Created the Cumberland Business Park
- Updated the Comprehensive Plan and Zoning Ordinances to accommodate economic development in the county
- Created a Business Incentive Plan
- Installation of main fiber lines

After the recession, the county approved a landfill to increase revenue, and decreased county staff and spending to maintain a functioning county with as little increase in taxes as possible. He discussed the reassessment and stated that the assessment multiplied by the tax rate equals the taxes owed on a property. Since the assessment increased, the tax rate should decrease to revenue neutral. He thanked previous Board members, and wished the new Board much success.

Supervisor Ingle gave warm greetings to the new Board and thanked Vivian Giles for her leadership and service to the County and its citizens. He also reminded citizens that they can appeal their assessment to the Board of Equalization. He thanked county staff and School staff for their assistance.

Supervisor Wheeler is grateful for his ability to serve on both the Planning Commission and the Board of Supervisors for

the last twenty-four years and wished the incoming Board the best of luck.

18. Adjourn into Closed Meeting

N/A

19. Reconvene in Open Meeting

N/A

20. Additional Information

- a) Treasurer’s Report
- b) DMV Report
- c) Monthly Building Inspections Report
- d) Approved Planning Commission meeting minutes – N/A
- e) Approved EDA meeting minutes – September 24, 2019

21. Adjourn -

On a motion by Supervisor Wheeler and carried unanimously, the Board adjourned until the organizational meeting to be held on January 14, 2020 in Court Room A of the Cumberland Courthouse:

Vote:	Mr. Osl – aye	Mr. Banks – absent
	Mr. Ingle – aye	Mr. Wheeler – aye

Parker Wheeler, Chairman

Stephany S. Johnson, Deputy Clerk

**CUMBERLAND COUNTY BOARD OF SUPERVISORS
PUBLIC HEARING**

The Cumberland County Board of Supervisors will meet on Tuesday, February 11, 2020, at 6:00 p.m., or as soon thereafter as may be heard, in the Circuit Courtroom of Cumberland County in Cumberland, Virginia, to conduct public hearings pursuant to Virginia Code Section 15.2-1800, which such hearings may be continued or adjourned, as required under applicable law, and to consider the following items and taking actions in furtherance thereof:

Lease of County property located at 47 Community Center Drive: To consider approval of a lease of county property located at 47 Community Center Drive to the Cumberland Clothes Closet.

Lease of County property located at 63 Community Center Drive: To consider approval of a lease of county property located at 63 Community Center Drive to James River Therapeutic Services.

Lease of County property located at 139 Community Center Drive: To consider approval of a lease of county property located at 139 Community Center Drive to Bear Creek Academy.

Lease of County property located at 51 Community Center Drive: To consider approval of a lease of county property located at 51 Community Center Drive to the Cumberland Christmas Mother.

Copies of the complete text of the proposed Lease is available for public review at the office of the Cumberland County Administrator, Administration Building, 1 Courthouse Circle, Cumberland, Virginia between 8:30 am and 4:30 pm of each business day. The public is invited to attend this hearing at which persons affected may appear and present their views. Questions or comments may be directed to the County Administrator's Office at (804) 492-3625. Persons with disabilities are urged to contact the County Administrator's Office at (804) 492-3625 at least five (5) days prior to the meeting to arrange for any necessary accommodations.

TO: Farmville Herald

Advertise on the following dates: January 24, 2020 and January 31, 2020
Authorized by: Cumberland County Administrator's Office
Bill to: Cumberland County Board of Supervisors
PO Box 110, Cumberland, VA, 23040

Stephany S. Johnson
Deputy Clerk to the Board
Cumberland County, Virginia 23040
Email: sjohnson@cumberlandcounty.virginia.gov
Phone: (804) 492-3625 Fax: (804)492-9224



DATE: January 7, 2020

TO: Cumberland County Board of Supervisors
Mr. Don Unmussig, County Administrator

FROM: Stephany S. Johnson, Deputy Clerk

RE: Appointments needed for the Central Virginia
Workforce Investment Board (WIB)

Information

Cumberland County has two vacancies on the South-Central Workforce Development Board, formerly known as the Workforce Investment Board (WIB). The appointments are for individuals who can represent the County regarding matters relating to staffing and employment.

Recommendation

Appoint two (2) Cumberland residents to represent Cumberland on the South-Central Workforce Development Board for a 2-year term beginning February 1, 2020 and expiring on January 31, 2022.

**Local Workforce Development Board
Area VIII-South Central Virginia
BY-LAWS**

ARTICLE I

BOARD

1.1 Composition of the Board: The South Central Workforce Development Board, hereinafter “Board,” has been established under and shall operate in accordance with Policy 200-02 of the Workforce Innovation and Opportunity Act (WIOA) of 2014 and the Virginia Board of Workforce Development ,). At least 51% of the members shall be composed of private sector representatives that represent a broad range of in-demand occupations available in the local labor market and shall be an appropriate mix of small, medium and large employers. Not less than 20%, a minimum of 2, of the members of the Board shall be representatives of , who have been nominated by local labor federations, and apprenticeship programs. Community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including veterans, persons with disabilities, and “out of school” youth may be included in addition to the aforementioned labor organization representatives.. There shall be at least one representative from each of the following: Virginia Employment Commission who administers WIOA Title III activities for the local area; at least one eligible provider administering WIOA Title II Adult Education and Family Literacy activities locally; a local community college providing training services; a regional or local economic and community development entity; Department of Aging and Rehabilitative Services and/or the Department for the Blind and Visually Impaired who administers WIOA Title IV activities for the local area and a representative of a school division Career and Technical Education program which represents programs aligned with the region’s targeted industry sectors and demand occupations

1.2 Appointment of Board: The Board shall be appointed by the Consortium of Chief Local Elected Officials (hereinafter “CLEO Consortium”) for Local Workforce Area VIII which includes the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway, and Prince Edward.

- A. The CLEO Consortium shall contact the appropriate entities in the local area for nominations to appoint members and/or to fill vacancies on the Board from business, local education entities and labor representatives.
- B. Private sector representatives shall be selected from individuals nominated by local business organizations. Individual businesses may also nominate themselves or provide nominations of other businesses to the CLEO Consortium. Private sector representatives can include owner of businesses, chief executives or operating officers of businesses, and other business executives with optimum policy making or hiring authority.

1.3 Terms: Members will serve two-year terms. Members may be eligible for consecutive terms at the pleasure of the CLEO Consortium for Local Workforce Area VIII. Term limits may be staggered at the discretion of the CLEO Consortium to ensure that only a portion of membership expires at a given time.

**Local Workforce Development Board
Area VIII-South Central Virginia
BY-LAWS**

- 1.4 Removal and Vacancies:** Any member shall be removed after missing three consecutive meetings (without excuse) or sending their appointed alternate. Removal would occur after contact with the Member and notification by staff on behalf of the appointing body. A vacancy may occur by removal, resignation or when the member retires or no longer holds the position held at the time of appointment. The Board may submit recommendations or a list of candidates to the CLEO Consortium for its review in filling vacancies. Board staff will notify the CLEO Consortium of the vacancy within two weeks of the position becoming vacant. Vacancies will be filled by the appointing body within ninety (90) days.
- 1.5 Annual and Regular Meetings:** The first meeting of the year shall be considered the annual meeting. Regular meetings will be held at least quarterly at a place within the region. The Board may adopt a schedule of additional meetings that shall be considered regular meetings for purposes such as developing a plan, preparing the budget or other such purposes as required.
- 1.6 Special Meetings:** The Chair or the Executive Committee may call special meetings for any purpose.
- 1.7 Notice of Meetings:** Meeting agendas and packets will be distributed to the Board at least one week prior to the regularly scheduled meeting. Notice of the special meetings shall require a three (3) day notice. Public notice of the Board's meeting and activities shall be given not less than fifteen (15) days prior to the meeting.
- 1.8 Quorum and Voting:**
- A. Fifty-one percent (51%) of both the private sector and public sector membership shall constitute a quorum as required under §2.2-2472 (J) of the Code of Virginia.
 - B. Members may designate an alternate to attend in their absence and vote on matters if provided a proxy by the member. Both the name of the alternate and the proxy must be recorded with staff prior to the meeting.
 - C. In accordance with the Virginia Freedom of Information Act, electronic forms of voting will not be permitted. Members must be present to count in the quorum.
- 1.9 Meeting Conduct:** Robert's Rules of Order shall guide the Board in all proceedings, except as otherwise provided for in these Bylaws.
- 1.10 Compensation:** No Member shall receive compensation for services as a Board Member.
- 1.11 Records:** Staff to the Board will record minutes of each Board meeting and special meetings and shall be the keeper of such records.

**Local Workforce Development Board
Area VIII-South Central Virginia
BY-LAWS**

ARTICLE II

OFFICERS

- 2.1 Officers:** The Board shall elect a Chair, Vice-Chair, a Treasurer, and any other such officers as are deemed necessary by the Board. The Chair and Vice-Chair shall be elected from the business representatives of the Board. The Executive Director shall serve as Secretary.
- 2.2 Election and Term:** Officers shall be elected at the Annual Meeting for terms of two years and end June 30. Officers may be elected for subsequent years. No officer shall serve more than two (2) consecutive terms.
- 2.3 Removal of Officers:** An officer may be removed by a majority action of the Board.
- 2.4 Duties of the Chair:** The Chair shall conduct the meetings of the Board, work with the staff to create the meeting agendas, serve as Chair of the Executive Committee, appoint members of the committees, appoint committee Chairs, call special meetings of the Board, represent the Board or designate other members or staff to represent the Board at public functions, approve, sign and send letters of support, when at the Chair's discretion, lending of such support is in clear agreement with the goals of the Board and/or the WIOA, and be the spokesperson for the Board.
- 2.5 Duties of the Vice-Chair:** The Vice-Chair shall perform all functions of the Chair in the absence or inability of the Chair to perform such duties
- 2.6 Duties of the Secretary:** The Secretary shall send out meeting notices and keep the official records of the Board including the minutes, agendas, financial statements, manage the finances of the Board, contracts, plans and other such documents as pertain to the business of the Board.
- 2.7 Duties of the Treasurer:** The Treasurer shall review monthly financial reports, provide oversight of the Board's fiscal integrity and is authorized to sign vouchers..

ARTICLE III

COMMITTEES

- 3.1 Committees:** The Board may create one or more committees to advance its mission and work, including an Executive Committee, and appoint members to serve on such committees. Committee members may be voluntarily sought from the Board membership or appointed by the Chair. Committees shall serve in an advisory capacity to the full Board. The creation of a committee and appointment of the members to it shall be approved by the Board when the action is taken. Committee members may include non-

**Local Workforce Development Board
Area VIII-South Central Virginia
BY-LAWS**

Board members with expertise in areas that would assist the Committee and the Board in their decision making. The Committee Chairs must be a member of the Board. Committees shall have the full authority to make recommendations directly to the full Board. One Stop Operators shall not serve on any committee that deals with oversight of the One Stop System or allocation of resources that would potentially be allocated to that member's program.

3.2 Executive Committee: The Executive Committee will consist of the Chair, Vice-Chair, Treasurer and four (4) members at large, for a total seven (7) members. The majority of the members of the Executive Committee shall be from the business community membership of the Board. The Executive Committee will be responsible for handling the business of the Board between meetings of the full Board and is the only committee that may take formal actions on behalf of the full Board. The Executive Committee shall maintain minutes of their meetings.

3.3 Youth Committee: The Youth Committee will consist of a Chair and Vice-Chair selected from the Board membership. Other members shall be selected by the Board for two (2) year terms and may be non-members of the Board if they have expertise in dealing with youth. The Youth Committee shall meet quarterly and maintain minutes of their meetings.

3.4 Authority of Committees: The Authority of Committees shall be outlined in a charge. At no time may a Committee act on behalf of the Board without consent of majority of Board, except for the Executive Committee as outlined above is 3.2

3.5 Committee Meetings: Committees may schedule their meetings without notice to the full Board. Committees shall keep records of the meetings and provide updates to the Board.

3.6 Records: Each committee will record minutes of each meeting and the staff to the Board shall be the keeper of such records.

ARTICLE V

CONFLICT OF INTEREST

5.1 Conflict of Interest: All members of the Board and its Committees shall adhere to the conflict of interest provisions of the State and Local Government Conflict of Interest Act.

5.2 Annual Disclosure of Economic Interest: Each Board member shall file a state of economic interest with the Board, as a condition of assuming membership and then, annually while serving as a Board member.

**Local Workforce Development Board
Area VIII-South Central Virginia
BY-LAWS**

ARTICLE VI

MISCELLANEOUS PROVISIONS

- 6.1 Seal:** The Board may adopt a Seal or Logo for identification of the Board.
- 6.2 Program Year:** The program Year shall be July 1 to June 30.
- 6.3 Amendments:** These Bylaws may be amended by a two-thirds vote of the Board.

Signature of Workforce Development Board Chair: Lisa Crews, Chairman
Printed Name of Chair: Lisa Crews LISA CREWS
Date: 5/17/18

** GENERAL FUND REVENUES**

Monthly Financial Report To Council For January 2020

	Estimated 2019/2020 Budget to Date -----	Actual 2019/2020 Budget to Date -----	(Over) or Under Budget to Date -----
Revenue			
Balance Forward		4,472,925.73	
Fund Revenue	41,849,798.00	20,583,906.46	21,265,891.54
Total Revenue	41,849,798.00	25,056,832.19	16,792,965.81
Expenditures			
* Board of Supervisors *	45,037.00	22,847.95	22,189.05
* County Administrator *	319,123.00	111,331.58	207,791.42
* Legal Services *		15,257.50	(15,257.50)
* Independent Auditor *	45,000.00	12,564.28	32,435.72
* Commissioner of Revenue *	266,244.00	127,231.49	139,012.51
* Assessor *	89,026.00	82,453.47	6,572.53
* Treasurer *	318,328.00	152,432.16	165,895.84
* Accounting *	172,854.00	91,525.76	81,328.24
* Data Processing *	325,165.00	133,654.42	191,510.58
* Electoral Board *	26,820.00	12,927.02	13,892.98
* Registrar *	92,364.00	45,647.02	46,716.98
* Circuit Court *	15,250.00	1,357.90	13,892.10
* General District Court *	6,800.00	3,031.80	3,768.20
* Magistrate *	625.00	168.84	456.16
* Clerk of Circuit Court *	229,751.00	118,183.32	111,567.68
* Law Library *	1,200.00	588.89	611.11
* Victim and Witness Assistance *	71,376.00	699.69	70,676.31
* Commonwealth's Attorney *	228,565.00	110,392.84	118,172.16
* Sheriff *	1,838,386.00	891,009.11	947,376.89
* School Resource Officer *	147,253.00	39,714.44	107,538.56
* E911 *	7,600.00	75,087.61	(67,487.61)
Chesterfield Med-Flight Program	300.00	300.00	
* Forestry Service *	8,804.00	8,804.00	
* CUMBERLAND FIRE & EMS *	704,470.00	322,204.40	382,265.60
* Probation Office *	1,400.00	962.63	437.37
* Correction & Detention *	285,000.00	170,379.17	114,620.83
* Building Inspections *	149,652.00	70,910.18	78,741.82
* Animal Control *	128,224.00	55,922.98	72,301.02
* Medical Examiner *	200.00	60.00	140.00
* Refuse Disposal *	980,754.00	416,336.09	564,417.91
* General Properties *	737,121.00	407,839.76	329,281.24
* Supplement of Local Health Dept *	100,096.00	49,111.74	50,984.26
Piedmont Senior Resources	5,000.00	5,000.00	
* Chapter 10 Board - Crossroads *	37,000.00	18,500.00	18,500.00
* CSA Management *	35,534.00	16,986.22	18,547.78
* Community Colleges *	14,000.00		14,000.00
* Recreation *	69,830.00	25,859.35	43,970.65
* Local Library *	115,450.00	57,725.00	57,725.00
* Planning Commission *	10,100.00	2,164.22	7,935.78
* Planning/Zoning Dept. *	78,411.00	37,698.15	40,712.85
* Community & Economic Developmnt *	17,052.00	10,252.00	6,800.00
* Board of Zoning Appeals *	650.00		650.00

** GENERAL FUND REVENUES**

Monthly Financial Report To Council For January 2020

	Estimated 2019/2020 Budget to Date	Actual 2019/2020 Budget to Date	(Over) or Under Budget to Date
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Expenditures			
	14,495.00	14,495.00	
* Longwood Small Bus. Dev. Ctr. *	3,000.00	1,500.00	1,500.00
* Southside Violence Prevention *	5,000.00	2,500.00	2,500.00
Peter Francisco SWD	10,000.00	5,000.00	5,000.00
* Extension Agents *	54,397.00	15,436.14	38,960.86
	2,500.00	1,250.00	1,250.00
* NONDEPARTMENTAL *	17,500.00	4,029.37	13,470.63
TRANSFERS	7,715,734.00	3,865,603.18	3,850,130.82
COMMONWEALTH'S ATTORNEY	5,000.00	1,814.64	3,185.36
SHERIFF	20,030.00	3,360.00	16,670.00
HEALTH INSURANCE	2,888,112.00	18,305.92	2,869,806.08
* Administration *	1,670,002.00	677,830.13	992,171.87
	15,913,491.00	6,998,474.55	8,915,016.45
	1,290,402.00	454,794.07	835,607.93
* Elementary School - Lit Loan *	206,667.00		206,667.00
* High/Middle School - VPSA Loan *	877,501.00	743,238.85	134,262.15
* HS/MS-VPSA LOAN #2 *	1,226,266.00	933,848.75	292,417.25
PUBLIC FACILITY NOTE 2009	387,987.00	312,895.30	75,091.70
* AMERESCO *	158,800.00	158,800.00	
* Suntrust Loan - Courthouse *	249,335.00	243,363.84	5,971.16
	825,000.00	526,003.38	298,996.62
* SEWER FUND - Enterprise Fund *	278,269.00	109,140.98	169,128.02
* WATER FUND - ENTERPRISE FUND *	168,531.00	88,917.89	79,613.11
COMMUNITY CENTER PURCHASE	112,464.00	76,813.78	35,650.22
SHELL BUILDING		4,097.99	(4,097.99)
	23,500.00	10,775.42	12,724.58
Total Expenditure	41,849,798.00	18,997,412.16	22,852,385.84
Total Revenues			
Less Total Expenditures		6,059,420.03	(6,059,420.03)

REVENUE SUMMARY
7/01/2019 - 1/07/2020

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED	%
FUND #-100 ** GENERAL FUND REVENUES**							
1101	** Real Estate Taxes **	5,868,000.00	5,868,000.00	109,525.72	2,936,127.33	2,931,872.67	49.96
1102	* Real/Personal Public Service *	900,000.00	900,000.00	18,645.84	407,362.50	492,637.50	54.73
1103	* Personal Property Taxes *	2,046,500.00	2,046,500.00	119,266.49	1,778,407.64	268,092.36	13.10
1104	* Machinery & Tools *	275,000.00	275,000.00	1,314.23	227,673.15	47,326.85	17.20
1106	* Penalties & Interest *	282,000.00	282,000.00	37,046.07	195,297.12	86,702.88	30.74
1201	* Local Sales & Use Taxes *	500,000.00	500,000.00	53,184.76	300,075.29	199,924.71	39.98
1202	* Consumer' Utility Taxes *	180,000.00	180,000.00	14,352.52	88,321.39	91,678.61	50.93
1203	* Business License Taxes *	132,000.00	132,000.00	3,899.47	20,417.38	111,582.62	84.53
1204	* Franchise License Taxes *	15,000.00	15,000.00	.00	.00	15,000.00	100.00
1205	* Motor Vehicle License Tax *	245,000.00	245,000.00	16,836.27	184,429.98	60,570.02	24.72
1207	* Taxes On Recordation & Wills *	73,500.00	73,500.00	18,896.62	57,380.91	16,119.09	21.93
1301	* Animal Licenses *	8,000.00	8,000.00	3,090.00	3,713.00	4,287.00	53.58
1303	* Permits & Other Licenses *	84,900.00	84,900.00	5,842.66	46,851.55	38,048.45	44.81
1401	* Court Fines & Forfeitures *	150,000.00	150,000.00	15,478.32	62,079.33	87,920.67	58.61
1501	* Revenue From Use Of Money *	60,000.00	60,000.00	2,190.31	38,059.05	21,940.95	36.56
1502	* Revenue From Use Of Property *	33,500.00	33,500.00	1.00	14,200.30	19,299.70	57.61
1601	* Court Costs *	50,360.00	50,360.00	4,916.00	21,563.42	28,796.58	57.18
1602	* Commonwealth's Attorney Fees *	800.00	800.00	138.50	417.06	382.94	47.86
1603	* Charges For Law Enforcement *	51,500.00	51,500.00	1,372.54	1,372.54	50,127.46	97.33
1604	* Charges for Fire & Rescue Service *	200,000.00	200,000.00	21,149.85	81,996.73	118,003.27	59.00
1608	* Charges Sanitation & Removal *	500,000.00	500,000.00	104.00	400,281.00	99,719.00	19.94
1613	* Charges For Parks & Recreation *	18,500.00	18,500.00	721.25	14,147.13	4,352.87	23.52
1616	* Charges For Planning / Com Dev *	2,000.00	2,000.00	.00	75.00	1,925.00	96.25
1899	* Miscellaneous *	1,173,900.00	1,173,900.00	6,148.51	1,151,431.56	22,468.44	1.91
1902	* Recovered Costs *	.00	.00	.00	100,000.00	100,000.00	100.00
2101	* Service Charges *	40,000.00	40,000.00	.00	26,866.35	13,133.65	32.83
2201	**NON-CATEGORICAL AID**	1,281,235.00	1,281,235.00	26,940.38	878,164.15	403,070.85	31.45
2301	* Commonwealth Attorney *	174,923.00	174,923.00	13,911.78	84,154.54	90,768.46	51.89
2302	* Sheriff *	620,277.00	620,277.00	47,683.57	282,843.63	337,433.37	54.40
2303	* Commissioner Of Revenue *	87,248.00	87,248.00	7,248.89	42,901.54	44,346.46	50.82
2304	* Treasurer *	97,000.00	97,000.00	9,369.20	49,868.47	47,131.53	48.58
2306	* Registrar/Electoral Boards *	36,726.00	36,726.00	.00	.00	36,726.00	100.00
2307	* Clerk Of The Circuit Court *	158,203.00	158,203.00	18,079.03	82,926.54	75,276.46	47.58
2308	* DW License Agent *	25,000.00	25,000.00	3,151.32	13,529.74	11,470.26	45.88
2404	**GRANT FUNDS**	113,377.00	113,377.00	3,721.89	87,049.94	26,327.06	23.22
3301	**GRANT FUNDS**	63,992.00	63,992.00	.00	.00	63,992.00	100.00
--FUND TOTAL--		15,548,441.00	15,548,441.00	584,226.99	9,679,985.26	5,868,455.74	37.74
FUND #-150 * Asset Forfeiture Revenue *							
1501	INTEREST-STATE	30.00	30.00	.00	18.31	11.69	38.96
2402	ASSET FORFEITURE REVENUE (STATE)	25,000.00	25,000.00	.00	5,640.11	19,359.89	77.43
--FUND TOTAL--		25,030.00	25,030.00	.00	5,658.42	19,371.58	77.39

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED
FUND # -170 * HEALTH INSURANCE FUND BALANCE *						
1902	HEALTH INSURANCE CONTRIBUTIONS	2,888,112.00	2,888,112.00	.00	.00	2,888,112.00 100.00
	--FUND TOTAL--	2,888,112.00	2,888,112.00	.00	.00	2,888,112.00 100.00
FUND # -201 ** SOCIAL SERVICES FUND (REVENUE)**						
1899	Miscellaneous Revenue *	.00	.00	22.41	280.59	280.59- 100.00-
2401	Welfare *	998,561.00	998,561.00	36,569.05	233,307.36	765,253.64 76.63
3305	Social Services *	288,146.00	288,146.00	60,187.86	377,592.68	89,446.68- 31.04-
4105	Fund Transfers *	383,295.00	383,295.00	.00	36,081.55	347,213.45 90.58
	--FUND TOTAL--	1,670,002.00	1,670,002.00	96,779.32	647,262.18	1,022,739.82 61.24
FUND # -205 ** SCHOOL FUND (REVENUES) **						
1803	Expenditure Refunds *	.00	.00	12,577.75	108,665.11	108,665.11- 100.00-
1899	Miscellaneous Revenue *	145,199.00	145,199.00	14,116.00	46,851.37	98,347.63 67.73
2402	State Education *	10,199,626.00	10,199,626.00	787,663.37	4,607,051.81	5,592,574.19 54.83
2404	State Education *	.00	.00	678.74	2,892.14	2,892.14- 100.00-
3302	Education *	1,663,247.00	1,663,247.00	84,278.65	595,745.17	1,067,501.83 64.18
4105	Fund Transfers *	3,905,419.00	3,905,419.00	.00	1,280,020.46	2,625,398.54 67.22
	--FUND TOTAL--	15,913,491.00	15,913,491.00	899,314.51	6,641,226.06	9,272,264.94 58.26
FUND # -207 ** GOVERNOR'S SCHOOL REVENUE **						
1501	INTEREST ON BANK DEPOSITS *	.00	.00	.00	2,888.89	2,888.89- 100.00-
1899	MISC REVENUE **	274,987.00	274,987.00	246.74	4,622.64	270,364.36 98.31
1901	LOCAL CONTRIBUTIONS **	420,940.00	420,940.00	.00	241,638.00	179,302.00 42.59
2404	STATE FUNDS **	594,475.00	594,475.00	81,877.86	107,832.86	486,642.14 81.86
	--FUND TOTAL--	1,290,402.00	1,290,402.00	82,124.60	356,982.39	933,419.61 72.33
FUND # -302 ** CAPITAL PROJECTS FUND REVENUE **						
1501	Interest On Bank Deposits *	.00	.00	.00	547.39	547.39- 100.00-
	--FUND TOTAL--	.00	.00	.00	547.39	547.39- 100.00-
FUND # -401 * Debt Service Fund Revenues *						
4105	Transfers **	3,106,556.00	3,106,556.00	.00	2,379,037.17	727,518.83 23.41
	--FUND TOTAL--	3,106,556.00	3,106,556.00	.00	2,379,037.17	727,518.83 23.41
FUND # -500 **CSA FUND REVENUE**						
2404	REVENUE FROM STATE*	575,000.00	575,000.00	557.14	430,305.65	144,694.35 25.16

TIME 12.45

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED	%
4105	*TRANSFERS*	250,000.00	250,000.00	.00	100,000.00	150,000.00	60.00
	--FUND TOTAL--	825,000.00	825,000.00	557.14	530,305.65	294,694.35	35.72
FUND # -501	**UTILITY FUND REVENUE**						
1501	**INTEREST REVENUE**	5,000.00	5,000.00	.00	.00	5,000.00	100.00
1619	**CHARGES & FEES**	415,000.00	415,000.00	32,252.72	208,599.43	206,400.57	49.73
1620	SEWER LATE PAYMENT PENALTY	5,500.00	5,500.00	572.37	2,887.96	2,612.04	47.49
1630	**ADMIN FEES/CHARGES**	17,300.00	17,300.00	1,340.50	8,488.00	8,812.00	50.93
1803	MISCELLANEOUS	4,000.00	4,000.00	.00	1,273.00	2,727.00	68.17
	--FUND TOTAL--	446,800.00	446,800.00	34,165.59	221,248.39	225,551.61	50.48
FUND # -515	*SEWER RESERVE FUND REVENUE*						
1501	INTEREST SEWER RESERVE	.00	.00	.00	1,208.92	1,208.92	100.00
	--FUND TOTAL--	.00	.00	.00	1,208.92	1,208.92	100.00
FUND # -540	*WATER RESERVE FUND REVENUE*						
1501	INTEREST WATER RESERVE	.00	.00	.00	176.39	176.39	100.00
	--FUND TOTAL--	.00	.00	.00	176.39	176.39	100.00
FUND # -545	**WATERLINE EXT DSR REVENUE**						
1200	DSR PAYMENTS (FR UTILITY FUND)	.00	.00	3,540.00	3,540.00	3,540.00	100.00
1501	INTEREST	.00	.00	.00	4.47	4.47	100.00
	--FUND TOTAL--	.00	.00	3,540.00	3,544.47	3,544.47	100.00
FUND # -550	IDA RD OES DSR FUND REVENUE						
1200	DSR PAYMENTS	.00	.00	.00	5,000.00	5,000.00	100.00
	--FUND TOTAL--	.00	.00	.00	5,000.00	5,000.00	100.00
FUND # -580	* IPR REVENUE *						
1501	INTEREST REVENUE	.00	.00	1.16	7.07	7.07	100.00
	--FUND TOTAL--	.00	.00	1.16	7.07	7.07	100.00
FUND # -715	** IDA FUND REVENUE **						
1899	Rent of General Property	42,000.00	42,000.00	5,750.00	25,749.00	16,251.00	38.69

TIME 12:45

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED
4105	Transfer from General Fund	70,464.00	70,464.00	.00	70,464.00	.00
	--FUND TOTAL--	112,464.00	112,464.00	5,750.00	96,213.00	16,251.00
FUND #-733 ** SPECIAL WELFARE FUND REVENUE **						
1899	* Miscellaneous Revenue *	20,000.00	20,000.00	5,459.15	12,003.70	7,996.30
3305	*FEDERAL FUNDS*	3,500.00	3,500.00	.00	.00	3,500.00
	--FUND TOTAL--	23,500.00	23,500.00	5,459.15	12,003.70	11,496.30
	--FINAL TOTAL--	41,849,798.00	41,849,798.00	1,711,918.46	20,580,406.46	21,269,391.54

1/07/2020

GL060AA

CUMBERLAND CO
EXPENDITURE SUMMARY
7/01/2019 - 1/07/2020

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TIME 12:45

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAINING
FUND #-100 ** General Fund **								
11010	* Board of Supervisors *	45,037.00	45,037.00	5,334.73	22,847.95	.00	22,189.05	49.26
12100	* County Administrator *	319,123.00	319,123.00	17,971.85	111,331.58	.00	207,791.42	65.11
12210	* Legal Services *	.00	.00	.00	15,257.50	.00	15,257.50	100.00
12240	* Independent Auditor *	45,000.00	45,000.00	.00	12,564.28	.00	32,435.72	72.07
12310	* Commissioner of Revenue *	266,244.00	266,244.00	20,422.03	127,231.49	.00	139,012.51	52.21
12320	* Assessor *	89,026.00	89,026.00	1,124.00	82,453.47	.00	6,572.53	7.38
12410	* Treasurer *	318,328.00	318,328.00	27,054.04	152,432.16	.00	165,895.84	52.11
12430	* Accounting *	172,854.00	172,854.00	15,043.19	91,525.76	.00	81,328.24	47.05
12510	* Data Processing *	325,165.00	325,165.00	14,051.38	133,654.42	.00	191,510.58	58.89
13100	* Electoral Board *	26,820.00	26,820.00	759.64	12,927.02	.00	13,892.98	51.80
13200	* Registrar *	92,364.00	92,364.00	7,496.24	45,647.02	.00	46,716.98	50.57
21100	* Circuit Court *	15,250.00	15,250.00	.00	1,357.90	.00	13,892.10	91.09
21200	* General District Court *	6,800.00	6,800.00	.00	3,031.80	.00	3,768.20	55.41
21300	* Magistrate *	625.00	625.00	.00	168.84	.00	456.16	72.98
21600	* Clerk of Circuit Court *	229,751.00	229,751.00	18,601.64	118,183.32	.00	111,567.68	48.56
21800	* Law Library *	1,200.00	1,200.00	.00	588.89	.00	611.11	50.92
21910	* Victim and Witness Assistance *	71,376.00	71,376.00	.00	699.69	.00	70,676.31	99.01
22100	* Commonwealth's Attorney *	228,565.00	228,565.00	19,182.46	110,392.84	.00	118,172.16	51.70
31200	* Sheriff *	1,838,386.00	1,838,386.00	204,647.78	891,009.11	.00	947,376.89	51.53
31250	* School Resource Officer *	147,253.00	147,253.00	4,352.18	39,714.44	.00	107,538.56	73.02
31400	* E911 *	7,600.00	7,600.00	2,061.01	75,087.61	.00	67,487.61	887.99
32306	*Chesterfield Med-Flight Program*	300.00	300.00	.00	300.00	.00	.00	.00
32400	* Forestry Service *	8,804.00	8,804.00	.00	8,804.00	.00	.00	.00
32500	* CUMBERLAND FIRE & EMS *	704,470.00	704,470.00	43,114.07	322,204.40	.00	382,265.60	54.26
33300	* Probation Office *	1,400.00	1,400.00	.00	962.63	.00	437.37	31.24
33400	* Correction & Detention *	285,000.00	285,000.00	43,699.35	170,379.17	.00	114,620.83	40.21
34100	* Building Inspections *	149,652.00	149,652.00	11,912.47	70,910.18	.00	78,741.82	52.61
35100	* Animal Control *	128,224.00	128,224.00	11,224.12	55,922.98	.00	72,301.02	56.38
35300	* Medical Examiner *	200.00	200.00	.00	60.00	.00	140.00	70.00
42400	* Refuse Disposal *	980,754.00	980,754.00	73,847.95	416,336.09	.00	564,417.91	57.54
43200	* General Properties *	737,121.00	737,121.00	57,735.22	407,839.76	.00	329,281.24	44.67
51200	* Supplement of Local Health Dept *	100,096.00	100,096.00	25,663.92	49,111.74	.00	50,984.26	50.93
51405	* Piedmont Senior Resources *	5,000.00	5,000.00	.00	5,000.00	.00	.00	.00
52500	* Chapter 10 Board - Crossroads *	37,000.00	37,000.00	.00	18,500.00	.00	18,500.00	50.00
61230	* CSA Management *	35,534.00	35,534.00	2,063.72	16,986.22	.00	18,547.78	52.19
68000	* Community Colleges *	14,000.00	14,000.00	.00	.00	.00	14,000.00	100.00
71500	* Recreation *	69,830.00	69,830.00	2,262.58	25,859.35	.00	43,970.65	62.96
73100	* Local Library *	115,450.00	115,450.00	.00	57,725.00	.00	57,725.00	50.00
81100	* Planning Commission *	10,100.00	10,100.00	311.18	2,164.22	.00	7,935.78	78.57
81110	* Planning/Zoning Dept. *	78,411.00	78,411.00	6,144.64	37,698.15	.00	40,712.85	51.92
81200	* Community & Economic Developmnt *	17,052.00	17,052.00	.00	10,252.00	.00	6,800.00	39.87
81400	* Board of Zoning Appeals *	650.00	650.00	.00	.00	.00	650.00	100.00
81514	*Transportation	14,495.00	14,495.00	.00	14,495.00	.00	.00	.00
81541	* Longwood Small Bus. Dev. Ctr. *	3,000.00	3,000.00	.00	1,500.00	.00	1,500.00	50.00
81542	* Southside Violence Prevention *	5,000.00	5,000.00	.00	2,500.00	.00	2,500.00	50.00
82401	*Peter Francisco SMD*	10,000.00	10,000.00	.00	5,000.00	.00	5,000.00	50.00
83500	* Extension Agents *	54,397.00	54,397.00	119.31	15,436.14	.00	38,960.86	71.62

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAINING \$
83501	holiday lake 4-h educational center	2,500.00	2,500.00	.00	1,250.00	.00	1,250.00	50.00
90000	* NONDEPARTMENTAL *	17,500.00	17,500.00	468.74	4,029.37	.00	13,470.63	76.97
93100	**TRANSFERS**	7,715,734.00	7,715,734.00	.00	3,865,603.18	.00	3,850,130.82	49.89
	--FUND TOTAL--	15,548,441.00	15,548,441.00	636,669.44	7,634,936.57	.00	7,913,504.33	50.89
FUND #-150	* ASSET FORFEITURE FUND *							
22100	COMMONWEALTH'S ATTORNEY	5,000.00	5,000.00	324.00	1,814.64	.00	3,185.36	63.70
31200	SHERIFF	20,030.00	20,030.00	.00	3,360.00	.00	16,670.00	83.22
	--FUND TOTAL--	25,030.00	25,030.00	324.00	5,174.64	.00	19,855.36	79.32
FUND #-170								
62100	HEALTH INSURANCE	2,888,112.00	2,888,112.00	.00	18,305.92	.00	2,869,806.08	99.36
	--FUND TOTAL--	2,888,112.00	2,888,112.00	.00	18,305.92	.00	2,869,806.08	99.36
FUND #-201	** SOCIAL SERVICES FUND EXPEND **							
53100	* Administration *	1,670,002.00	1,670,002.00	127,347.27	677,830.13	.00	992,171.87	59.41
	--FUND TOTAL--	1,670,002.00	1,670,002.00	127,347.27	677,830.13	.00	992,171.87	59.41
FUND #-205	** SCHOOL FUND EXPENDITURES **							
61100		15,913,491.00	15,913,491.00	1,256,563.00	6,998,474.55	.00	8,915,016.45	56.02
	--FUND TOTAL--	15,913,491.00	15,913,491.00	1,256,563.00	6,998,474.55	.00	8,915,016.45	56.02
FUND #-207	** GOVERNOR'S SCHOOL EXPENSES **							
61100	GOVERNOR'S SCHOOL EXPENDITURES	1,290,402.00	1,290,402.00	75,527.00	454,794.07	.00	835,607.93	64.75
	--FUND TOTAL--	1,290,402.00	1,290,402.00	75,527.00	454,794.07	.00	835,607.93	64.75
FUND #-401	*Debt Service*							
67200	* Elementary School - Lit Loan *	206,667.00	206,667.00	.00	.00	.00	206,667.00	100.00
67500	* High/Middle School - VESA Loan *	877,501.00	877,501.00	.00	743,238.85	.00	134,262.15	15.30
67600	* HS/MS-VESA LOAN #2 *	1,226,266.00	1,226,266.00	750.00	933,848.75	.00	292,417.25	23.84
67700	PUBLIC FACILITY NOTE 2009	387,987.00	387,987.00	12,359.57	312,895.30	.00	75,091.70	19.35
67800	* AMERESCO *	158,800.00	158,800.00	.00	158,800.00	.00	.00	.00
95700	* Suntrust Loan - Courthouse *	249,335.00	249,335.00	.00	243,363.84	.00	5,971.16	2.39
	--FUND TOTAL--	3,106,556.00	3,106,556.00	13,109.57	2,392,146.74	.00	714,409.26	22.99

1/07/2020

GL060AA

CUMBERLAND CO
EXPENDITURE SUMMARY
7/01/2019 - 1/07/2020

PAGE 8

TIME 12:45

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
FUND # -500	**CSA FUND EXPENDITURES**							
53900		825,000.00	825,000.00	.00	526,003.38	.00	298,996.62	36.24
	--FUND TOTAL--	825,000.00	825,000.00	.00	526,003.38	.00	298,996.62	36.24
FUND # -501	*Water/Sewer*							
94900	* SEWER FUND - Enterprise Fund *	278,269.00	278,269.00	24,129.95	109,140.98	.00	169,128.02	60.77
95900	* WATER FUND - ENTERPRISE FUND *	168,531.00	168,531.00	13,660.01	88,917.89	.00	79,613.11	47.23
	--FUND TOTAL--	446,800.00	446,800.00	37,789.96	198,058.87	.00	248,741.13	55.67
FUND # -715	** EDA FUND EXPENDITURES **							
81610	COMMUNITY CENTER PURCHASE	112,464.00	112,464.00	9,460.25	76,813.78	.00	35,650.22	31.69
81640	*SHELL BUILDING*	.00	.00	1,000.00	4,097.99	.00	4,097.99	100.00
	--FUND TOTAL--	112,464.00	112,464.00	10,460.25	80,911.77	.00	31,552.23	28.05
FUND # -733	** SPECIAL WELFARE FUND EXPENSES **							
53010		23,500.00	23,500.00	3,254.26	10,775.42	.00	12,724.58	54.14
	--FUND TOTAL--	23,500.00	23,500.00	3,254.26	10,775.42	.00	12,724.58	54.14
	--FINAL TOTAL--	41,849,798.00	41,849,798.00	2,164,044.75	18,997,412.16	.00	22,852,385.84	54.60



CUMBERLAND COUNTY PUBLIC SCHOOLS

P. O. BOX 170
CUMBERLAND, VIRGINIA 23040
(804) 492-4212
FAX (804)492-9869

AMY GRIFFIN, Ed.D.
Division Superintendent

GINGER SANDERSON
School Board Chairman

EURIKA TYREE.
School Board Vice-Chairman

GEORGE LEE DOWDY III
School Board Member

CHRISTINE ROSS, PH.D.
School Board Member

GEORGE REID
School Board Member

December 11, 2019

TO: Board of Supervisors of Cumberland County

FROM: Amy W. Griffin, Ed.D.

SUBJECT: Appropriation for Additional Funding for the 2019-2020 School Year

On behalf of the Cumberland County School Board, we are requesting an appropriation in the amount of \$65,507 for additional grants listed below:

- 2019 School Security Equipment Grant \$ 58,067
- 2019-2020 Evaluation of the Governor's School of Southside VA 7,440

Copies of the grant award are attached.

If you have any questions or concerns, please feel free to give me a call.

SCHOOL BOARD
CUMBERLAND COUNTY PUBLIC SCHOOLS

SUBJECT:

Supplemental Appropriation

DATE:

December 11, 2019

Background:

The administration is requesting that the School Board petition the Cumberland County Board of Supervisors for the following supplemental appropriation:

- 2019 School Security Equipment Grant \$ 58,067
- 2019-2020 Evaluation of the Governor's School of Southside VA 7,440

Recommendation:

It is recommended that the Superintendent petition the Cumberland County Board of Supervisors for the following appropriation:

- 2019 School Security Equipment Grant \$ 58,067
- 2019-2020 Evaluation of the Governor's School of Southside VA 7,440

Action:

Approval

Bd12-11-19SA

From: <vdoe_do_not_reply@doe.virginia.gov>
Date: Thu, Oct 17, 2019 at 2:58 PM
Subject: Security Equipment Grant Awarded for Cumberland County Public Schools
To: <agriffin@cucps.k12.va.us>
Cc: <cjones@cucps.k12.va.us>, <vijay.ramnarain@doe.virginia.gov>, <hunter.barnes@doe.virginia.gov>, <ann.belanger@doe.virginia.gov>

Security Equipment Grant Awarded for Cumberland County Public Schools

Dr. Amy Griffin:

I am pleased to inform you that the Virginia Department of Education has awarded Cumberland County Public Schools a total of \$58,067 from the 2019 School Security Equipment Grant Program authorized by the 2013 General Assembly. The grant award number assigned to this award is SEG19-025. These funds are approved for the purchase and installation of the school security equipment requested on the applications for the approved schools shown below:

Cumberland Elementary

Reimbursements from the state grant will be made only for qualified and approved items purchased on or after October 17, 2019. The equipment must be purchased within six months of the October 17, 2019 date, or by April 16, 2020. Please note, that in order to support the installation of school security equipment during the summer months and to expedite the spend-down of these Notes funds, school divisions and regional programs may include for reimbursement approved equipment purchased on or after May 22, 2019. (Reference Supts. Memo. #128-19). A local match of 25 percent of the state grant award is required. The local match should also be spent by the April 16, 2020 deadline. Please remember that each awarded grant should only be spent on the specific school for which it was awarded.

The state grants will be disbursed on a cost reimbursement basis only. Reimbursement payments will be issued to the division within 30 days of the grant reimbursement administrator receiving notification from the Department of Education of approved reimbursements. As this grant is funded with proceeds from Notes issued by the Virginia Public School Authority, adherence to program requirements will be strictly enforced. The period of the award is October 17, 2019, through June 30, and the state funds must be requested for reimbursement during this period.

The Request for Reimbursement form may be found at:

http://www.doe.virginia.gov/support/facility_construction/security_equipment_grants . Supporting payment documentation (invoices, receipts, etc.) must accompany your request for reimbursement. The completed reimbursement request should be sent to:

Office of Support Services, Department of Education, P. O. Box 2120, Richmond,
VA 23218.

If you have any questions concerning the reimbursement process, please contact the
Office of Support Services by e-mail to:
Hunter Barnes or call (804) 225-2035, or (804) 225-2037.

Sincerely,
Dr. James F. Lane
Superintendent of Public Instruction.

**COOPERATIVE AGREEMENT
BETWEEN
THE VIRGINIA DEPARTMENT OF EDUCATION
AND
CUMBERLAND COUNTY PUBLIC SCHOOLS**

SECTION I

Purpose

The purpose of this Cooperative Agreement (CA) between the Virginia Department of Education, hereinafter referred to as the "Grantor" and **Cumberland County Public Schools**, hereinafter referred to as the "Grantee" is to clarify the Scope of Services as it pertains to the 2019-2020 evaluation of the Governor's School of Southside Virginia in Keysville, Virginia.

SECTION II

Scope of Services and Requirements (Grantee)

The Grantee shall conduct the above mentioned program with grant funds provided by the Grantor as set forth in the Scope of Services and grant requirements, which are stated below or are attached.

Scope of Services and Requirements (Grantor)

The Grantor will monitor the terms of the CA and provide assistance to the Grantee as needed.

Period of Performance

October 11, 2019 to May 1, 2020.

SECTION III

Method of Payment

The Grantor will reimburse the Grantee for expenses incurred not to exceed \$7,440. The reimbursement request for expenses shall be submitted no later than May 8, 2020, to the Governor's School office at the Department of Education:

Name: Donna L. Poland
Title: Specialist, Governor's Schools and Gifted Education
Division: Office of Science, Technology, Engineering & Mathematics
P. O. Box 2120
Richmond, VA 23218-2120



Grant Amount

\$7,440

PROJECT MANAGERS

Cumberland County Public Schools

Name Dr. Amy Griffin, Superintendent
Address P.O. Box 170
City Cumberland
State VA Zip Code 23040
e-mail agriffin@cucps.k12.va.us
Phone (804) 492-4212
Fax (804) 492-9869

Virginia Department of Education

Name Donna L. Poland
Title Specialist, Gov. Schools and Gifted Education
e-mail Donna.Poland@doe.virginia.gov
Phone 804-255-2884
Fax 804-786-1597

Sub-Grant Award No. AYGSEval-2020-3

**Planning Projects Update
December 2019**

Pending Zoning Applications:

CUP and Rezoning Applications

CUP 20-01 Calvary Battlefield Estates	Plank Road	The applicant seeks to build a short-term rental complex.
---------------------------------------	------------	---

Zoning Compliance Issues: Two cases filed for injunction in the Circuit Court. Once investigation.

Approved Subdivisions:

Plat Showing 2 Parcels of Land Lying on the East Line of State Route 633	Agee Ln	2 parcel subdivision
Plat Showing 5.000 Acres of Land Lying South of State Route No. 601	601	2 parcel family subdivision
Blakely	Simms Rd	2 parcel subdivision

Other Regulatory Functions:

Commercial Erosion and Sediment Control Applications

Henrico County-MEB/Haymes	Cobbs Creek	Clearing and grading for the main project has begun.
Raman Enterprises, Inc	Bear Creek Market	Construction has begun.
Dollar General	Cumberland Road	Construction has begun.

Pending Code Amendments

Definitions	Countywide	An update should happen as part of mixed use district. The first draft was completed as part of the initial review of the Ordinance for the mixed use district. Deferred by the Planning Commission until completion of CCR Plan Amendment.
Business uses	Countywide	All business uses should be inclusive as the Ordinance moves from a less intensive to a more intensive business zone. For instance, all uses in the B-3 should be included in B-2, and so on. Deferred by the Planning Commission until completion of CCR Plan Amendment.
Overlay district standards	Anderson Highway between 45 and 45	Standards to require improved appearance in mixed use district around the Courthouse. Deferred by the Planning Commission until completion of CCR Plan Amendment.
Mixed Use Zoning District	Cumberland Road and Anderson Highway	Combine uses in B-3 and R-2 for a mixed use district. Deferred by the Planning Commission until completion of CCR Plan Amendment.

Mr. Chairman, I move that the Cumberland County Board of Supervisors adopt the resolution provided and that each member certify that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in closed meeting to which this certification applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Cumberland County Board of Supervisors, and (iii) no action was taken in closed meeting regarding the items discussed.

The Board returned to regular session on a motion by the Chairman.

A motion was made by Supervisor _____ adopted by the following vote:

Mr. Osl -
Mr. Banks -
Mr. Ingle -
Mr. Wheeler -

that the following Certification of a Closed Meeting be adopted in accordance with The Virginia Freedom of Information Act:

WHEREAS, the Board of Supervisors of Cumberland County has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Cumberland County hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of Cumberland County; and (iii) no action was taken in closed meeting.

Collection Rates - As of December 31, 2019

Real Estate:

	Current Collection %	Prior Year %	Change
Tax Year - 2018	96.38%	96.19%	+0.19%
Tax Year - 2019	93.39%	92.96%	+0.43%

Personal Property:

	Current Collection %	Prior Year %	Change
Tax Year - 2018	96.87%	96.67%	+ 0.20%
Tax Year - 2019	82.89%	82.81%	+0.08%

Treasurer's Office

Outstanding Collections Report

December 31, 2019

Real Estate

	<u>As of 11/30/19</u>	<u>As of 12/31/19</u>	<u>Change</u>	<u>% Collected</u>	<u>Abatements/ Exonerations</u>
2001-2007	\$ 1,946.33	\$ 1,899.97	\$ 46.36	2.38%	
2008	1,394.29	1,378.06	\$ 16.23	1.16%	
2009	2,474.14	2,456.38	17.76	0.64%	
2010	6,029.66	5,936.56	93.10	1.54%	
2011	12,062.35	11,921.64	140.71	1.16%	
2012	20,779.48	20,407.62	371.86	1.79%	
2013	42,488.19	41,841.35	646.84	1.52%	
2014	58,606.18	57,855.27	750.91	1.28%	
2015	71,782.17	70,471.15	1,311.02	1.83%	
2016	102,105.02	100,469.28	1,635.74	1.60%	
2017	152,524.89	147,652.28	4,872.61	3.19%	
2018	222,097.37	214,608.34	7,489.03	3.37%	42.90
2019	462,530.04	382,535.98	79,994.06	17.29%	106.82
Total	\$ 462,530.04	\$ 1,059,433.88	\$ 97,386.23		

Personal Property

	<u>As of 11/30/19</u>	<u>As of 12/31/19</u>	<u>Change</u>	<u>% Collected</u>	<u>Abatements/ Exonerations</u>
2014	25,093.23	24,759.91	333.32	1.33%	
2015	29,275.49	28,926.54	348.95	1.19%	
2016	40,835.99	40,020.66	815.33	2.00%	219.15
2017	59,042.81	57,866.23	1,176.58	1.99%	60.97
2018	111,770.67	103,261.64	8,509.03	7.61%	1,638.24
2019	680,070.21	575,760.44	104,309.77	15.34%	2,781.54
Total	\$ 946,088.40	\$ 830,595.42	\$ 115,492.98		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
* TREASURER'S ACCOUNTABILITY *					
ASSETS					
100-0000	CASH IN OFFICE	1,000.00			1,000.00
100-0105	C&F BANK - CHECKING	625,000.00			625,000.00
100-0115	C&F BANK - INVESTMENT ACCT	636,336.74	4,906,305.45		1,924,783.54
100-0120	C&F BANK - SAVINGS ACCT	70,497.33	113,823.93		184,321.26
100-0121	ESSEX BANK-IPR ACCOUNT	14,093.41	1.16		14,094.57
100-0122	C&F BANK-FAF (JUSTICE)	9,661.74			9,661.74
100-0131	FIRST BANK	710,560.79	1,112.43		711,673.22
100-0135	VIRGINIA INVESTMENT POOL	1,036,992.58	400,000.00		1,436,992.58
100-0137	LOCAL GOV INVESTMENT POOL	851,451.62	801,497.66		1,652,949.28
100-0141	FIRST BANK/SEWER RESERVE	130,833.41	204.83		131,038.24
100-0142	FIRST BANK/WATER RESERVE	19,088.69	29.89		19,118.58
100-0143	C&F BANK/ASSET FORFEITURE (SAF)	75,788.01			75,788.01
100-0144	VA INVESTMENT POOL-IDA-OES DSR	102,549.42			102,549.42
100-0145	C&F BANK-GOVERNOR'S SCHOOL FUND	724,948.10	28.32	79,532.38	645,444.04
100-0146	FIRST BANK-WATERLINE EXT DSR ACCT	17,742.80			17,742.80
100-0155	RETURNED CHECKS	50.00			50.00
100-0160	E&S CONTROL BOND ESCROW-C&F BANK	3,000.44			3,000.44
ASSETS					
	TOTAL ASSETS	5,029,595.08	7,511,450.47	4,985,837.83	7,555,207.72
	TOTAL ASSETS	5,029,595.08	7,511,450.47	4,985,837.83	7,555,207.72
REVENUE FUND BALANCES					
300-0000	GENERAL FUND BALANCE	3,708,104.20	983,477.80	3,619,128.48	6,343,754.88
300-0100	ECONOMIC DEVELOPMENT FUND	38,871.00			38,871.00
300-0120	ASSET FORFEITURE FUND BALANCE	80,599.11			80,599.11
300-0150	HEALTH INSURANCE FUND	18,305.92			18,305.92
300-0201	SOCIAL SERVICES FUND BALANCE		112,406.59		
300-0204	SCHOOL CONTINGENCY FUND				
300-0205	SCHOOL FUND BALANCE	724,948.10			645,444.04
300-0207	GOVERNOR'S SCHOOL FUND (GSSV)	68,968.60			69,067.80
300-0302	CAPITAL PROJECTS FUND BALANCE				
300-0401	DEBT SERVICE FUND				
300-0500	COMPREHENSIVE SERVICES ACT	36,918.96	12,359.57	12,359.57	3,745.13
300-0501	UTILITY FUND (WATER/SEWER)	24,249.10	142,722.53	109,548.70	23,726.22
300-0515	SEWER RESERVE FUND (DSR)	130,833.41	30,800.60	30,277.72	131,038.24
300-0540	WATER RESERVE FUND	19,088.69		204.83	19,118.58
300-0545	WATERLINE EXT DSR FUND	17,742.80		29.89	17,742.80
300-0550	IDA OES RD DSR FUND	102,549.42			102,549.42
300-0580	IPR FUND BALANCE	14,093.41		1.16	14,094.57
300-0715	IDA FUND BALANCE	25,915.87	9,879.39	3,975.00	20,011.48
300-0733	SPECIAL WELFARE FUND BALANCE	14,501.82	3,023.40	3,049.54	14,527.96
REVENUE FUND BALANCES					
	TOTAL PRIOR YR FUND BALANCE	4,989,078.57	2,729,140.70	5,246,047.44	7,505,985.31
	TOTAL PRIOR YR FUND BALANCE	4,989,078.57	2,729,140.70	5,246,047.44	7,505,985.31
TOTAL REVENUE					
TOTAL EXPENDITURE					
TOTAL CURRENT FUND BALANCE					
TOTAL LIABILITIES AND FUND BALANCE					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
OTHER FUND BALANCES					
400-0000	OVERPAYMENTS	815.67-	2,717.17	2,020.10-	118.60-
400-0105	PREPAID TAXES	36,488.15-	68.60	9,471.57-	45,891.12-
400-0140	COMMONWEALTH DEBIT ACCOUNT				
400-0150	COMMONWEALTH CREDIT ACCOUNT	90.00-	4,875.16	4,875.16-	90.00-
400-0160	EROSION & SED CONTROL BOND ESCROW	3,000.44-			3,000.44-
400-0210	COMMONWEALTH FUNDS PAID IN ERROR				
400-0216	ATTORNEY FEES	122.25-			122.25-
	OTHER FUND BALANCES	40,516.51-	7,660.93	16,366.83-	49,222.41-
		40,516.51-	7,660.93	16,366.83-	49,222.41-
UNCOLLECTED TAXES					
500-0000	PUBLIC SERVICE CORP. TAXES PP/RE	406,845.54		388,716.66-	18,128.88
500-0010	UNCOLLECTED 2019 REAL ESTATE TAX	1,609,078.87		1,146,548.83-	462,530.04
500-0074	UNCOLLECTED 2018 REAL ESTATE TAX	227,571.96	11.70	5,486.29-	222,097.37
500-0075	UNCOLLECTED 2017 REAL ESTATE TAX	153,717.97		1,193.08-	152,524.89
500-0076	UNCOLLECTED 2016 REAL ESTATE TAX	103,900.27		1,795.25-	102,105.02
500-0077	UNCOLLECTED 2015 REAL ESTATE TAX	74,047.53	15.84	2,281.20-	71,782.17
500-0078	UNCOLLECTED 2014 REAL ESTATE TAX	60,620.14	90.38	2,104.34-	58,606.18
500-0079	UNCOLLECTED 2013 REAL ESTATE TAXES	44,678.95		2,190.76-	42,488.19
500-0080	UNCOLLECTED 2012 REAL ESTATE TAXES	23,005.07		2,225.59-	20,779.48
500-0081	UNCOLLECTED 2011 REAL ESTATE TAXES	12,276.97		214.62-	12,062.35
500-0082	UNCOLLECTED 2010 REAL ESTATE TAXES	6,029.66			6,029.66
500-0083	UNCOLLECTED 2009 REAL ESTATE TAXES	2,474.14			2,474.14
500-0084	UNCOLLECTED 2008 REAL ESTATE TAXES	1,394.29			1,394.29
500-0085	UNCOLLECTED 2007/2001 REAL ESTATE	1,946.33			1,946.33
500-0150	2014 VEHICLE LICENSE TAX	5,458.39		150.85-	5,307.54
500-0158	2015 VEHICLE LICENSE TAX	6,780.34		33.00-	6,747.34
500-0159	2016 VEHICLE LICENSE TAX	9,852.58	46.00	216.41-	9,682.17
500-0160	2017 VEHICLE LICENSE TAX	12,504.01	23.00	478.00-	12,049.01
500-0161	2018 VEHICLE LICENSE TAX	24,814.63	115.00	2,780.47-	22,149.16
500-0162	2019 VEHICLE LICENSE TAX	185,835.16	115.00	84,492.53-	101,457.63
500-0163	UNCOLL. 2014 PERSONAL PROPERTY TAX	25,852.46		759.23-	25,093.23
500-0177	UNCOLL. 2015 PERSONAL PROPERTY TAX	29,573.00		297.51-	29,275.49
500-0178	UNCOLL. 2016 PERSONAL PROPERTY TAX	41,326.53	27.85	518.39-	40,835.99
500-0179	UNCOLL. 2017 PERSONAL PROPERTY TAX	61,024.45	287.78	2,338.24-	58,973.99
500-0180	UNCOLL. 2018 PERSONAL PROPERTY TAX	124,995.06	186.36	13,410.75-	111,770.67
500-0181	UNCOLL. 2019 PERSONAL PROPERTY TAX	1,713,977.85	936.02	1,034,843.66-	680,070.21
500-0182	RESERVE UNCOLLECTED COUNTY TAXES	4,969,582.15-	2,692,511.19	1,290.46-	2,278,361.42-
500-0200	UNCOLL MISC FEES	2,750.32			2,750.32
500-0400	RESERVE-MISC FEES	2,750.32-			2,750.32-
500-0401	UNCOLLECTED WATER CHARGES	6,357.86	10,277.90	8,720.15-	7,915.61
500-0800	RESERVE UNCOLLECTED WATER CHARGES	6,357.86	8,720.15	10,277.90-	7,915.61-
500-0910	UNCOLLECTED SEWER CHARGES	14,216.32	24,266.34	21,158.49-	17,324.17
500-0900	RESERVE UNCOLLECTED SEWER CHARGES	14,216.32-	21,158.49	24,266.34-	17,324.17-
500-0910	UNCOLLECTED 2013 ROLLBACK TAX				
500-1013	UNCOLLECTED 2014 ROLLBACK TAX				
500-1014	UNCOLLECTED 2015 ROLLBACK TAX	98.24			98.24

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
500-1015	UNCOLLECTED 2015 ROLLBACK TAX	91.58			91.58
500-1016	UNCOLLECTED 2016 ROLLBACK TAX	89.51			89.51
500-1017	UNCOLLECTED 2017 ROLLBACK TAX	82.49			82.49
500-1018	UNCOLLECTED 2018 ROLLBACK TAX	123.05			123.05
500-1019	UNCOLLECTED 2019 ROLLBACK TAX	70.20			70.20
500-1099	RESERVE-UNCOLLECTED ROLLBACK TAXES	555.07-			555.07-
	UNCOLLECTED TAXES		2,758,789.00	2,758,789.00-	
510-2013	COMMONWEALTH REIMB-PPTRA				
510-2014	COMMONWEALTH REIMB-2013	871,735.92			871,735.92
510-2015	COMMONWEALTH REIMB-2014	871,453.72			871,453.72
510-2016	COMMONWEALTH REIMB-2015	871,436.50			871,436.50
510-2017	COMMONWEALTH REIMB-2016	870,705.26		18.95-	870,686.31
510-2018	COMMONWEALTH REIMB-2017	871,473.17	368.19		871,822.95
510-2019	COMMONWEALTH REIMB-2018	869,925.97	448.42		870,285.26
510-2019	COMMONWEALTH REIMB-2019	872,693.58	699.08	1,375.29-	872,017.37
510-9999	ESTIMATED COMMONWEALTH RESERVE	6,099,424.12-	1,501.78	1,515.69-	6,099,438.03-
	COMMONWEALTH REIMB-PPTRA		3,017.47	3,017.47-	
			2,761,806.47	2,761,806.47-	
600-0000	**STATE ACCOUNTS**				
600-0173	UNCOLL. STATE INCOME TAX-2018				
600-0174	UNCOLL. STATE INCOME TAX-2017				
600-0185	ESTIMATED STATE INCOME TAX-2019	17,404.00-	3,844.00	3,844.00-	17,404.00-
600-0186	ESTIMATED STATE INCOME TAX-2018				
600-0190	RESERVE UNCOLLECTED STATE TAXES	17,404.00	3,844.00	3,844.00-	17,404.00
	STATE ACCOUNTS		7,688.00	7,688.00-	
			7,688.00	7,688.00-	
700-0000	**DEBT FUNDS**				
700-0221	LITERARY LOAN - ELEMENTARY SCHOOL	1,333,333.26			1,333,333.26
700-0223	VPSA-HS/MS LOAN #2	13,670,000.00			13,670,000.00
700-0226	SEWER LOAN - FARMERS HOME ADM	1,180,098.26			1,180,098.26
700-0227	WATERLINE EXT LOAN-USDA	850,832.36			850,832.36
700-0231	COURTHOUSE LOAN-SUNTRUST	722,000.00			722,000.00
700-0236	PUBLIC FACILITIES NOTE-2009	3,060,000.00			3,060,000.00
700-0237	VPSA-HS/MS LOAN #1	5,359,434.00			5,359,434.00
700-0239	IDA RD LOAN-OES PROPERTY	1,780,628.88			1,780,628.88
700-0240	AMERESCO LOAN	512,887.00			512,887.00
700-0250	RESERVE DEBT FUND	28,469,213.76-			28,469,213.76-
	DEBT FUNDS				

Transactions for DMV Select

December 2019

	# Transactions	Total \$	# Helped	# Transactions	Total \$	# Helped
1				17	\$1,619.93	7
2	79	\$7,575.89	20	18	\$1,028.34	5
3	39	\$1,831.18	8	19	\$949.50	9
4	29	\$1,030.96	10	20	\$1,888.72	14
5	24	\$1,554.81	8	21		
6	27	\$1,594.99	12	22		
7				23	\$2,000.68	7
8				24		
9	29	\$1,218.79	7	25		
10	23	\$1,380.33	10	26	\$1,286.22	5
11	25	\$1,006.45	6	27	\$2,339.95	10
12	14	\$508.62	10	28		
13	27	\$920.04	7	29		
14				30	\$5,588.57	13
15				31		
16	26	\$1,016.59	6	672	\$36,340.56	174

CUMBERLAND COUNTY

**BUILDING INSPECTIONS
DEPARTMENT**



DECEMBER 2019

**MONTHLY
REPORT**

COUNTY of CUMBERLAND VIRGINIA

FOUNDED • 1749

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December	Current Month 2018	YTD 2018	Current Month 2019	YTD 2019
Singlewides	0	8	1	6
Doublewides	1	10	0	8
Modular	0	4	1	9
New Homes	2	22	0	29
Ag & Exempt	0	1	0	1
Garages & Carports	0	29	1	28
Additions & Remodels	3	28	0	21
Misc	8	179	13	267
Commercial	3	35	1	29
Totals	17	317	19	402
Total Fees Collected	\$2,947.78	\$60,229.23	\$1,797.04	\$57,073.79
E-911 Fees Collected	\$12.00	\$372.00	\$24.00	\$540.00
Total Estimated Value	\$37,422.00	\$10,929,850.00	\$386,000.00	\$12,845,591.00
Admin. Fees	\$25.50	\$150.50	\$50.00	\$285.50
CO's Issued	0	51	5	41



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2019 Inspections Completed	
January	29
February	34
March	42
April	51
May	60
June	54
July	62
August	59
September	55
October	60
November	29
December	46
Totals #'s	581
(A) Res	
(1)Buildings	5
(2)Addition (Garage)	6
(3)Remodel	7
(4)Modular / Manufactured	3
(5)Other (decks, sheds etc.)	17
(6)Non Building (pools, fences)	0
(B) Comm	
(1)Buildings	2
(2)Addition	0
(3)Remodel	1
(4)Modular / Manufactured	0
(5)Other (decks, sheds etc.)	6
(6)Non Building (ools, fences)	0
Building	22
Electrical	14
Plumbing	7
Mechanical	7
Gas	5
Property Maintence	0
Total Inspections for the month	55

Total S & E Inspections Completed for 2019

January	23
February	20
March	28
April	31
May	22
June	28
July	8
August	24
September	25
October	11
November	7
December	17
Total	244