

## ADMINISTRATOR'S REPORT

DATE: March 1, 2007  
TO: Board of Supervisors  
FROM: R. David Laurrell, County Administrator *R. David Laurrell* 2/28/2007  
RE: Board Meeting – March 05, 2007

5:00 p. m. [Public Safety Committee Meeting](#) (Gunter/Puckett)  
[Attachment I](#), [Attachment II](#) and [Attachment III](#)  
5:30 p. m. [EMSAC Meeting](#) (Gunter/Puckett)  
[Attachment I](#), [Attachment II](#) and [Attachment III](#)  
5:00 p. m. [CED Committee Agenda](#) (Boyer/Carter)  
7:00 p. m. Call to Order, Invocation by Supervisor Puckett

## ADMINISTRATOR'S ITEMS

Aubrey Cheatham, Public Safety Director

1. [Board of Fire Prevention Code Appeals](#) (5 Minutes)

Chapter 10-37 of the County Code established The Campbell County Board of Fire Prevention Code Appeals and designated it as the local Board of Fire Prevention Code Appeals to hear appeals arising from the application of the provisions of Code and of the Statewide Fire Prevention Code by the Campbell County Fire Marshal. The Board of Supervisors has not appointed any persons to the Board.

**RECOMMENDATION: Staff recommends the Board of Supervisors designate members of the Building Code Board of Appeals (list included) as also members of the Board of Fire Prevention Code of Appeals. Current and future members of the Building Code of Appeals would continue to also function as the Board of Fire Prevention Code Appeals through the currently established appointment and term expiration process.**

Paul E. Harvey, Community Development Director

2. [Zoning & Subdivision Ordinance Revisions](#) (10 minutes)

The Board of Supervisors discussed amendments to the zoning and subdivision ordinances on February 5, 2007 and directed staff to return with revised drafts for consideration incorporating the action taken by the Board on the 5<sup>th</sup> eliminating changes in lot sizes, setbacks, and roads.

The Planning Commission originally made a recommendation following a public hearing and the Board conducted its own public hearing in October 2006. The revised drafts (following) offered for consideration include requirements that are less restrictive than those previously advertised. Therefore, no additional public notice, public hearing, or action from the Planning Commission is required at this time. The attached document Zoning – Comparison lists a side-by-side comparison of what was originally advertised versus the current status.

Staff will take a few minutes at the meeting to review the presentations, schedule and actions to date.

[Zoning – Citizen Changes](#)

[Zoning – Comparison](#)

[Zoning – Definitions](#)

[Zoning – R-MF](#)

[Zoning – R-MH](#)

[Zoning – R-SF](#)

[Zoning – Timeshares](#)

**RECOMMENDATION: Staff recommends the Board of Supervisors finalize action on the revisions to the residential zoning classification changes as presented. This includes a motion to adopt the revised text as presented and a motion to adopt the changes requested on parcel classifications as noted in the attached citizen change list.**

R. David Laurrell, County Administrator

3. [FY 2008 – FY 2012 Capital Improvement Plan \(CIP\)](#) (10 minutes)

The draft FY 2008 – FY 2012 Capital Improvement Plan is ready for distribution to the Board. The plan will be briefly reviewed and additional time for discussion will be scheduled on the March 19<sup>th</sup>

meeting agenda. Please find attached three documents: (1) [Department requested CIP summary](#); (2) [Administrator's recommended CIP](#); (3) [Draft debt service schedule](#). Please note that the attached recommended CIP is basically balanced over the five year period versus a \$3 million deficit last year. While the recommended CIP is balanced, there are still several cash flow issues that will necessitate temporary movement of General Fund reserves. Additionally, as previously discussed all landfill expenses will be moving from the CIP to a new Waste Management Fund during FY 2008. The attached figures are correct, however the line items will change and be moved as needed during the creation of the new enterprise fund.

**RECOMMENDATION: Following review staff would appreciate any preliminary input from the Board. As mentioned above, this item will be back on the Board's agenda for March 19<sup>th</sup> for a final review.**

### **CONSENT AGENDA**

4. Following are Consent Agendas for your approval:
  - a.) [APPROPRIATIONS](#) – attached are several appropriations for your approval
  - b.) [COUNTY ATTORNEY INVOICES](#) – County Attorney fees in the amount of \$8,041.61 have been received.

**RECCOMENDATION: Approve items a and b**

**a.) approve the appropriations**

**b.) approve the attorney invoices**

### **MATTERS FROM THE BOARD**

5. A few minutes will be scheduled at each meeting to discuss matters from the Board.

NOTE: Please note item #17 from the Campbell County Farm Bureau and item #25 from Mike Davidson noting the involvement in the economic development process by Mike Davidson.

NOTE: Please note item #24. The information Verizon is requesting is the result of implementation of the statewide sales tax on communications services by the Commonwealth. Since the County does not maintain this information we may receive complaints from non-profits that were not charged this tax in the past. If a valid non-profit who is eligible for exemption (mostly churches and civic groups) from taxation under the state code presents a written request to the County to be considered for this exemption staff will direct these requests to the Board for action. Following action Verizon will be notified of the change.

### **CLOSED MEETING**

6. Staff is requesting the Campbell County Board of Supervisors enter into Closed Session in accordance with [Section 2.2-3711 \(A\)\(7\)](#) of the Code of Virginia to discuss legal matters related to litigation related to the code of Campbell County and a number of public nuisances.

### **AGENCY MINUTES AND REPORTS**

- |     |   |                   |
|-----|---|-------------------|
| 7.  | <a href="#">Building Permit – Financial Report</a>  | January 2007      |
| 8.  | <a href="#">Building Permits Issued</a>   | January 2007      |
| 9.  | <a href="#">CCEDC Minutes</a>   | December 14, 2006 |
| 10. | <a href="#">Fire Commission Minutes</a>   | February 21, 2007 |
| 11. | <a href="#">IDA Minutes</a> – Attached <a href="#">Financial Report</a> & <a href="#">Project Updates</a> | November 21, 2006 |
| 12. | <a href="#">IDA Minutes</a>   | December 21, 2006 |
| 13. | <a href="#">Library Minutes</a>   | January 16, 2007  |
| 14. | <a href="#">School Board Minutes</a>  | February 5, 2007  |
| 15. | <a href="#">Social Services Board Minutes</a>   | January 17, 2007  |

### **INFORMATION ITEMS**

- |     |  |                   |
|-----|--|-------------------|
| 16. | <a href="#">Appropriations and Transfers</a>                         | January 2007      |
| 17. | <a href="#">Bio-solids – Campbell County Farm Bureau</a>             | February 20, 2007 |
| 18. | <a href="#">Bio-solids – Campbell County Rescue Squad Commission</a> | February 21, 2007 |
| 19. | <a href="#">Report on Delinquent Taxes</a>                           | February 2007     |
| 20. | <a href="#">Report on Public Nuisances</a>                           | February 2007     |
| 21. | <a href="#">Report of Taxes Collected</a>                            | February 2007     |
| 22. | <a href="#">Report on Zoning Violations</a>                          | February 2007     |
| 23. | <a href="#">School Board Meeting Date Change</a>                     | February 15, 2007 |
| 24. | <a href="#">Verizon – Local Consumer Utility Tax</a>                 | December 12, 2006 |
| 25. | <a href="#">Davidson Response to Campbell County Farm Bureau</a>     | February 23, 2007 |