

ADMINISTRATOR'S REPORT

DATE: December 27, 2010
TO: Board of Supervisors
FROM: R. David Laurrell, County Administrator *R. David Laurrell 12/28/10*
RE: January 3, 2011 Board of Supervisors Meeting

5:00 p. m. Administration / Management Services Meeting (Falwell / Rosser) - [Agenda](#)
5:00 p. m. CED Committee Meeting (Goldsmith / Gunter) - [Agenda](#)
7:00 p. m. Call to Order by R. David Laurrell
Invocation by Supervisor Puckett

ORGANIZATIONAL MEETING

R. David Laurrell, County Administrator

1. [ORGANIZATIONAL MEETING AGENDA](#)

NOMINATIONS AND ELECTION OF CHAIRMAN – County Administrator

NOMINATIONS AND ELECTION OF VICE-CHAIRMAN – Chairman

DESIGNATION OF PLACE OF MEETINGS – Chairman

Attached is an agenda for the election of the Chairman and Vice-Chairman for 2011 and establishment of the place of the Board meetings. During the next agenda item the Board will have an opportunity to discuss a change in the number of meetings held and the time the meetings would be held. The protocol for the organizational meeting is included for your convenience along with a listing of past Chairs/Vice-Chairs.

RECOMMENDATION: Staff recommends the Board select the Chairman, Vice-Chairman and the place of meetings for 2011.

2. [PROPOSED CHANGE IN MEETING SCHEDULE AND COMMITTEE STRUCTURE
\(20 minutes\)](#)

One of the Board's Ongoing Priorities is to review operations of different areas on a routine basis to ensure they are being conducted in the most effective and efficient way possible. Additionally, there is continued pressure on fiscal and staff resources to provide similar services at reduced costs. Staff recently reviewed the current Board meeting and committee schedule and would like to suggest the Board consider making some changes. This agenda information is being provided for discussion purposes for the Board to consider implementing as you see fit.

RECOMMENDATION: If the Board supports the revised meeting schedule then adopt as proposed. Otherwise confirm the current meeting and committee structure to continue.

APPROVAL OF MINUTES

3. [December 6, 2010](#) – Regular Meeting
[December 8, 2010](#) – Joint Meeting with the Utilities Authority

ADMINISTRATOR'S ITEMS

R. David Laurell, County Administrator

4. [FY 2012 ANNUAL PRIORITY INITIATIVES](#) (15 minutes)

Please find [attached a draft FY 2012 Priority Initiatives list](#) for the Board's consideration to assist with budget development for the upcoming fiscal year. This process has been automated for this year and therefore looks somewhat different than in years past. These Priorities are now in real time and cover current Priorities and those going forward. New Priorities cover periods beginning July 1, 2011 and are generally based on direction from the Board and Committees during the course of the year as well as the Board Planning Sessions held in the fall of each year. A few minutes is scheduled at this meeting to update the Board on the current year Priorities and briefly review the draft items for FY 2012. Time for further discussion and adoption will be scheduled on the January 18th agenda.

RECOMMENDATION: Following review staff is requesting the Board provide any initial input on the draft FY 2012 Priority Initiatives. Staff will schedule agenda time for the Board's regular January 18th meeting to address any outstanding items and recommend adoption of the final list with any amendments the Board determines are appropriate.

5. CONSENT AGENDA

- a. [APPROPRIATIONS](#)

An appropriations listing is attached for your consideration;

- b. [CONTRACT ATTORNEY INVOICE](#)

An invoice in the amount of \$3,798.85 for services rendered from Hunton & Williams is attached for your review;

- c. [COUNTY ATTORNEY INVOICE](#)

An invoice from the county attorney in the amount of \$6,321.02 is attached for your review.

RECOMMENDATIONS:

- a. Approve the appropriations as presented;
- b. Approve the contract attorney invoice for \$3,798.85;
- c. Approve the county attorney invoice for \$6,321.02.

MATTERS FROM THE BOARD

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

NOTE: Please note item #14 below. Preliminary results for the 2011 Reassessment indicate that overall the value of existing property in Campbell County has remained the same since the 2007 assessment. Individual property values may increase or decrease based on specific circumstances. Final results will be available following the Board of Equalization hearings and adjustments.

CLOSED MEETING

- 7. Staff is requesting the Campbell County Board of Supervisors enter into [Closed Session in accordance with Section 2.2-3711 \(A\)\(1\) of the Code of Virginia](#) to discuss personnel matters related to renewal of an employment agreement with the County Administrator. The current agreement expires on March 31, 2011.

AGENCY MINUTES AND REPORTS

- 8. [EMSAC Minutes](#) December 6, 2010
- 9. [Fire Commission Minutes](#) November 17, 2010
- 10. [Planning Commission Minutes](#) November 22, 2010
- 11. [Public Safety Minutes](#) December 6, 2010
- 12. [Public Works Minutes](#) November 15, 2010
- 13. [School Board Minutes](#) November 14, 2010

INFORMATION ITEMS

- 14. [2011 Reassessment Results](#) December 21, 2010
- 15. [Budget Letter to Department Heads – re: FY 2012 Budget](#) December 9, 2010
- 16. [CCSO Awards Ceremony Invitation](#) January 14, 2011
- 17. [County Administrator Approved Appropriations](#) November 2010
- 18. [Report from Treasurer](#) November 2010
- 19. [Report on Delinquent Taxes](#) November 2010
- 20. [Report on Taxes Collected](#) December 2010
- 21. [Report on Undesignated Cash Balance](#) November 2010

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| 22. | <u>Report on Undesignated Fund Balance</u> | November 2010 |
| 23. | <u>School Board – Change in Meeting Date</u> | January 10, 2011 |
| 24. | <u>VCE Restructuring Letter</u> | December 22, 2010 |
| 25. | <u>VDOT Response to Rt 29 Bridge Request</u> | December 22, 2010 |