

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY
VIRGINIA, HELD IN THE COUNTY ADMINISTRATION BUILDING,
150 SOUTH MAIN STREET LEXINGTON, VIRGINIA,
ON MONDAY, FEBRUARY 8, 2016, AT 5:30 P.M.

PRESENT: CHAIRMAN J.M.HIGGINS
MEMBERS: R.R.CAMPBELL, R.S.FORD, D.W.HINTY, JR., A.W.LEWIS, JR.
CLERK TO BOARD: SPENCER H. SUTER
COUNTY ATTORNEY: VICKIE L. HUFFMAN

Call to Order

Chairman Higgins called the meeting to order at 5:30 P.M.

Supervisor Campbell delivered the invocation and led in the Pledge of Allegiance.

Recognitions/ Presentations

Finance Director Steven Bolster recognized Accounts Payable and Administrative Assistant Amy Milliner for becoming a certified Virginia Contracting Associate. He advised that Ms. Milliner attended the Virginia Institute of Procurement's Virginia Contracting Associate (VCA) Certification Program the week of December 7, 2015 and passed the certification exam on the 4th day of the program. The Board congratulated Ms. Milliner on her achievement.

Citizens Comments

Chairman Higgins called for citizens comments. There were none.

Items to be added to the Agenda

Chairman Higgins called for items to be added to the Agenda. There were none.

Approval of January 25, 2016 and January 27, 2015 Minutes

Supervisor Ford moved to approve the January 27, 2016 and January 27, 2016 Minutes. Supervisor Lewis provided the second, and the Minutes were approved by unanimous roll call vote by the Board.

AYES: Ford, Lewis, Campbell, Hinty, Higgins
NAYES: None
ABSENT: None

County Financial Package/ Approval of Appropriation Resolution

Mr. Bolster review his Monthly Memorandum:

Section I - Commissioner of the Revenue

Activities for Month:

1. Business License renewals and business personal property due March 1st.
2. State income tax business increasing.
3. Processing Tax Relief for Elderly and Disabled applications.
4. Produced Personal Property supplement for 2015; presenting to Treasurer for billing.
5. Reconciling monthly DMV additions and deletions to gain accurate data.
6. Working with Wingate Appraisal regarding the reassessment.

Section II - Treasurer

Activities for Month:

1. Debt Set-off very active.
2. Compensation Board budget complete for FY 2017.
3. Compare files for non-payment of dog tags (past due after January 31st).
4. Personal Property Supplement bills - multiple years involved (due Feb 22nd).
5. Collecting Business, Professional and Occupational License Tax (due March 1st).
6. Sending vehicle decal notices February 29th (due April 15th).
7. Confirmation of Sale (Real Estate Auction on December 12, 2013) held on February 18, 2014 - 2nd year anniversary is February 18, 2016; the County is now eligible to request remaining unclaimed funds from that auction.
8. Confirmation of Sale for Auction Nov 19, 2015 was held January 28, 2016 - information is moving forward to record Transfer of Deeds.

Mr. Bolster asked if there were any questions or comments for the Commissioner of Revenue or Treasurer.

Supervisor Ford noted that during the January 11, 2016 meeting, he had asked for a point of clarification on Dog Tag certification - stating that a local veterinarian did not believe that citizens should have to bring their dog's paperwork to the Treasurer. Mr. Ford advised that he had

spoken with the Treasurer, who responded that a change in the County Code would be required to allow the change.

Mr. Bolster then provided a procurement update sharing the following information:

- On February 2, 2016, Rockbridge County issued a request for professional services to perform Phase I Environmental Site Assessment services on the property formerly known as the Lomax Funeral Home; proposals are due February 9, 2016 by 2:00 P.M.

- On February 5, 2016, the Rockbridge County Solid Waste Authority (SWA) advertised a request for qualifications seeking qualified individuals/firms for professional legal services on an as-needed basis; proposals are due by Friday, February 17, 2016 by 2:00 P.M.

Mr. Bolster then provided a financial update:

- The County, working through its Financial Advisor, submitted two (2) Virginia Resources Authority applications for the spring of 2016 Virginia Pooled Financing Program. One application supports financing the landfill while the other involves refinancing the 2007 Courthouse loan.

- This week, the Treasurer will be generating the annual pass-through funding of the Occupancy Tax on behalf of the Virginia Horse Center debt payment to the USDA. The annual payment of \$604,555 is due February 15, 2016. The County will pass through \$513,871.75, while the City of Lexington will pass through \$90,683.25, resulting in full payment for 2016. Over the past 12 months the County collected \$458,415.46 from the base 2% Occupancy Tax, while the additional 1% realized \$227,580.17 in receipts. The combined collection is \$685,995.63. During those same 12

months, the County also paid toward the arrearage left over from the 2015 USDA payment. It is expected that the County's first pass-through for the Virginia Horse Center's loan with Cornerstone Bank, due July 2016, will be around \$85,000. Lexington's portion of the payment will be around \$15,000 making the first payment around \$100,000.

Mr. Bolster then reminded the Board of the advertised budget meeting on Thursday, February 11, 2016 at 5:30 P.M. in the Extension Office Meeting Room. He reviewed the Expenditures versus Revenues Chart, followed by presenting the County's Appropriation Resolution and recommended approval as presented.

Supervisor Hinty moved to approve the County Appropriation Resolution. Supervisor Ford provided the second, and the Resolution was approved by unanimous roll call vote by the Board.

AYES: Hinty, Ford, Campbell, Lewis, Higgins
NAYES: None
ABSENT: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE COUNTY ADMINISTRATIVE BUILDING,
150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA,
ON MONDAY, FEBRUARY 8, 2016, AT 5:30 P.M.

On motion by Supervisor _____, seconded by Supervisor _____, the Board, by record vote, adopted the following appropriation resolutions and payment of bills for the month as follows:

APPROPRIATION RESOLUTION

BE IT RESOLVED: By the Board of Supervisors of Rockbridge County, Virginia, that the following appropriations are, and the same hereby is made, for the period ending **June 30, 2016**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

4-11-11010-3001 Professional Services..... \$19,186.00

4-11-21010-5402 Technology Trust Fund.....	\$4,800.00
4-11-81090-3004 Wayfinding Signage Grant.....	\$2,674.00
Total General Fund Appropriations	\$26,660.00
Current County	
11 - General Fund	\$733,367.21
94 - Central Stores	<u>\$4,348.83</u>
Total County Bills	\$737,716.04
Current Fiscal Agent	
80 - Regional Jail	\$64,060.52
92 - Drug Fund	<u>\$1,120.50</u>
Total Fiscal Agent	\$65,181.02
TOTAL ALL BILLS	\$802,897.06

Convene Solid Waste Authority (SWA)

Chairman Higgins convened the Solid Waste Authority at 5:42 P.M.

Solid Waste Authority Financial Package/Approval of Appropriation Resolution

Mr. Bolster presented the Solid Waste Authority's Appropriation Resolution and recommended approval as presented.

Supervisor Ford moved to approve the Solid Waste Authority's Appropriation Resolution. Supervisor Campbell provided the second, and the Resolution was approved by unanimous roll call vote by the Board.

AYES: Ford, Campbell, Lewis, Hinty, Higgins
NAYES: None
ABSENT: None

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY SOLID WASTE AUTHORITY,
HELD AT THE COUNTY ADMINISTRATIVE BUILDING,
150 SOUTH MAIN STREET, LEXINGTON, VIRIGNIA,
ON MONDAY, FEBRUARY 8, 2016 AT 5:30 P. M.

On motion of Supervisor _____, with second by Supervisor _____, the Authority, by record vote, adopted the following appropriation resolution and payment of bills for the month as follows:

APPROPRIATION RESOLUTION

BE IT RESOLVED: By the Rockbridge County Solid Waste Authority, that the following appropriations are, and the same hereby is made, for the period ending **June 30, 2016**, from the UNAPPROPROATED SURPLUS of the **SWA-LANDFILL FUND** and expended as follows:

4-19-19050-3006 Seeding/Mowing/Erosion Control.....	\$22.00
Total SWA-Landfill Fund Appropriations	\$22.00
Current SWA	
19 - SWA-Landfill	\$58,413.13
20 - SWA-Recycling	<u>\$7,595.77</u>
TOTAL SWA BILLS	\$66,008.90

Chairman Higgins closed the Solid Waste Authority at 5:43 P.M. and reconvened the Board of Supervisors Meeting.

Reassessment Update by Wingate Appraisal Service

Harold Wingate, President of Wingate Appraisal Services in Roanoke, Virginia, introduced himself and Don Thomas, Vice President of Field Services. Mr. Wingate thanked the Board for allowing his company to return to Rockbridge County for appraisal services, stating that he had provided services in the past. He shared that he is a resident of Botetourt County and that Mr. Thomas is a resident of Salem, and so they appreciate working close to home. He noted that, while conducting appraisals, 99% of the

citizens of Rockbridge County are very nice. He confirmed that his firm is trying very hard to assess properties as close to fair market value as possible. He noted that citizens will have the opportunity to make an appeal should they not agree with the appraisal of their property. Mr. Wingate thanked the County staff he had been working with throughout the process thus far. He then gave the floor to Mr. Thomas.

Mr. Thomas stating that the assessment process had begun in the southern parts of Rockbridge County and on the western side of Interstate 81, as well as the area near the interstate 64 and route 11 interchange around the Virginia Horse Center. He advised that so far, his employees had covered roughly 25%-30% of the land area in the County. He added that the deadline for publishing a new reassessment book is December 31, 2016.

Supervisor Ford asked if Mr. Thomas had had enough time to analyze recent sales to see what trends should be expected.

Mr. Thomas responded that, according to the State Department of Taxation, each year since 2013 the annual ratio study shows that market values (as shown by sales) were edging upwards toward 2011 assessed values, which proves that the assessments aren't changing but the market is. He further stated that performance on individual assessments is very situational: some are close to market value, some are higher, and some are lower. He stated that there was no trend to express tonight, but there might be at a later time.

Chairman Higgins stated that he had received some phone calls from residents on Plank Road asking if the Wingate's field staff were "true

assessors". He thanked the assessors for keeping identification on their vehicles.

Mr. Wingate confirmed that they try to be visible by using magnetic signs on the sides of their vehicles. He added that his team would love the opportunity to make the public more aware of who they are and what they are doing by addressing different clubs or organizations, such as Ruritan clubs.

Mr. Suter advised that the reassessment process was well advertised at the very beginning and that it could be advertised again just as a reminder to the public.

Fields of Gold Presentation

Director of Community Development Sam Crickenberger introduced Tracey Coltrain and Elizabeth McCarty from the Central Shenandoah Planning District Commission (CSPDC) and Jean Clark, Regional Area Tourism Board Director. Mr. Crickenberger gave the floor to Ms. McCarty.

Ms. McCarty thanked the Board for the opportunity to provide a presentation on the Fields of Gold Program. She listed the following facts about Fields of Gold:

- This regional economic development initiative began five (5) years ago with two goals in mind: to increase the number of visitors for the region by marketing or agritourism attractions under 1 program, 1 name, 1 logo and 1 brand to make the region the number 1 agritourism destination in the Country; and second, to assist farmers who wish to start up or expand their business to include agritourism.

- Fields of Gold covers 8 Counties and 5 Cities.
- It includes 216 agritourism businesses on the farm trail..
- The program has received 6 awards for best practices and regional collaboration.
- It has received 8 grants totaling \$285,000 in state and federal funding.
- In 2014, the PDC applied for a farmers' market promotion program through USDA to hire an agritourism coordinator. Tracey Coltrain was hired and began work in January 2015, focused on marketing the program and promoting Fields of Gold, while supporting the members of the program.

Ms. McCarty then gave the floor to Ms. Coltrain.

Ms. Coltrain provided a PowerPoint presentation:



The Place Where Agriculture and Tourism Meet

Ready for an adventure? On the Fields of Gold Farm Trail, you'll discover the home-grown side of Virginia in the Shenandoah Valley.

Whether you are planning a day-trip with your family, a week-long excursion with friends or just a spur-of-the-moment getaway, adventure awaits you on the Fields of Gold Farm Trail.





Our Region

8 counties:

Shenandoah
Page
Augusta
Rockingham
Rockbridge
Bath
Highland
Botetourt

5 cities:

Staunton
Waynesboro
Lexington
Harrisonburg
Buena Vista



Meet the Rockbridge “Locals”

Aeyles Farm, LLC
Applewood Inn & Llama Trekking
Ashland Farm Ponds
Blue Lab Brewing Company
Broadview Ranch
Buffalo Creek Beef
Cabin Springs Farm
Cherry Ridge Organic Research Farm
Chicken Alley Farm
Cool Spring Organics Market & Café
Cyrus McCormick Farm
Devils Backbone Brewing Company
Full Circle Catering
Grouse Ridge Farm
Herring Hall B&B
Hollands Three Rivers Farm
Lexington Valley Vineyard
Living Water Farm

Mill Creek Produce
Misty Mountains Alpaca Farm
Mountain View Greenhouses
Mountain View Farm Products
Orchardside Farm
Paradox Farm
Ridge Valley Alpacas
Rockbridge Baths Farmers Market
Rockbridge Farmers Market
Rockbridge Vineyard
Swisher Farms
The Granary at Owl Moon Farm
The Hummingbird Inn
Virginia Gold Orchard
Virginia Horse Center
Virginia Mountain Outfitters
Wade's Mill



www.fieldsofgold.org

- Explore the Map
- Meet the Locals
- Find Events & Activities
- Discover the Area
- Check out What's Fresh
- Member Portal /Member Login
- List your Agri-business with the Fields of Gold



Brochures & Rack Cards

- * Displayed in all member business locations and at member events and farmers markets.
- In several B&B, Inn, and Hotel establishments in each sub-region.
- In all of the tourist and visitors centers in the region.
- Displayed at various partner and stakeholder localities.

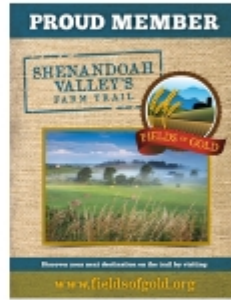




Bumper Stickers & Member Signage

Bumper stickers are available at member locations and are handed out at conferences and events.

Identifying member signage will be displayed at each member locality signaling to visitors that their business is a member of the Farm Trail.



Social Media



We are working to drive more potential farm trail visitors to:

Our website

Our Facebook page

& Instagram (FieldsOfGold_Farmtrail)



See you on the
Farm Trail!





Visitors Newsletter

- Monthly e-newsletter
- Aimed at potential tourists and visitors to the trail
- Highlights 8 events or activities happening on the trail that month
- Features a business and a Farmers Market



The Board then thanked Ms. McCarty and Ms. Coltrain for their presentation and work on the Fields of Gold program.

Appointments

Planning Commission- John Houser- Term Expired 1/28/2016 (Carried over from prior meeting)

Supervisor Lewis moved to appoint Lee McLaughlin to the Planning Commission. Supervisor Ford provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Lewis, Ford, Campbell, Hinty, Higgins
NAYES: None
ABSENT: None

TCO- John Houser- Term Expires 2/12/2016

Supervisor Lewis moved to appoint Mike Stolarz to the TCO Board. Supervisor Hinty provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Lewis, Hinty, Ford, Campbell, Higgins
NAYES: None
ABSENT: None

Staff Reports

Chairman Higgins stated that he had reviewed the Building Department's report and noticed that they had been very busy.

Supervisor Ford moved to approve the Staff Reports. Supervisor Campbell provided the second, and the motion carried by unanimous roll call vote by the Board.

AYES: Ford, Campbell, Lewis, Hinty, Higgins
NAYES: None
ABSENT: None

Board Comments

Supervisor Lewis made a brief report on regional tourism. He stated that the three (3) full time people who work for the Tourism Board are very competent, professional, and energetic and are doing a marvelous job. The Tourism Marketing Report shares that Buena Vista was able to connect the Chessie Trail to the City and that there are improvements underway to connect the Woods Creek Trail to the Chessie Trail. He advised that a large grant from the National Park Service provided technical assistance for putting all of the plans to work, and he added "how magical it was for Jean Clark to make everything happen". He also advised that very recently,

the 2nd annual "Love at First Bite" meeting took place with 75 registrants. Supervisor Lewis shared that Ms. Clark has been working on developing a Beer Trail to be called the Shenandoah Beer Works; it will include Staunton, Augusta, Waynesboro, and Rockingham Counties. He then stated that the National Park Service just last week sent out invitations to the Board to attend their 100 anniversary of the Park Service. It would include 100 hikes for children on the Blue Ridge Parkway; Ms. Clark and the tourism office have offered to coordinate that effort for that region. He noted that the John Jarvis Legacy Fund could be used to sponsor the event. The Tourism Office has have notified all jurisdictions of their offer. He further noted that Ms. Clark suggested that members of the Board of Supervisors could serve as big brothers and hold some of the children's hands as they hike the parkway - or serve water and fruit at the reception.

Chairman Higgins thanked Supervisor Lewis for a very informative update and thanked Ms. Clark for all she had done for Rockbridge County.

Chairman Higgins reminded everyone that a Budget Meeting had already been advertised for Thursday, February 11, 2016, at 5:30 P.M. in the Extension Office Meeting Room on the second floor of the County Administrative Office Building at 150 South Main Street, Lexington.

Adjourn

At 6:20 P.M., Supervisor Hinty moved to adjourn the meeting.
Supervisor Lewis provided the second, and the meeting was adjourned by
unanimous roll call vote by the Board.

AYES: Hinty, Lewis, Ford, Campbell, Higgins
NAYES: None
ABSENT: None