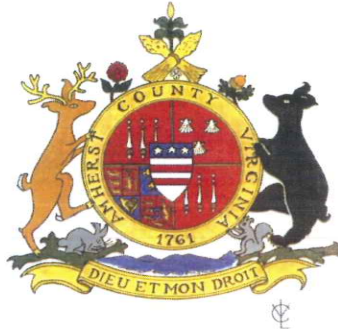


**Board of Supervisors**

John A. Marks, Jr., Chairman  
District 5  
David W. Pugh, Jr., Vice-Chair  
District 4  
Claudia D. Tucker, Supervisor  
District 2  
L. J. Ayers III, Supervisor  
District 3  
Kenneth M. Campbell, Supervisor  
District 1



**County Administrator**

Dean C. Rodgers

**County Attorney**

Ellen Bowyer

**AMHERST COUNTY BOARD OF SUPERVISORS  
MINUTES**

**February 2, 2016**

**1:00 p.m.**

ADMINISTRATION BUILDING - 153 WASHINGTON STREET - SCHOOL BOARD ROOM  
1:00 P.M.

- I. **Call to Order**
- II. **Invocation and Pledge of Allegiance**
- III. **Approval of Agenda**
- IV. **Citizen Comment**
- V. **Ordinance – First Read**
  - A. Ordinance 2016-0001, adding Article III, comprised of Divisions One through Four, containing Sections 2-89 through 2-131 to Chapter 2 of the Amherst County Code to establish new provisions governing County procurement. Article II of Chapter 2, which contains the existing County Code provisions governing public procurement, is repealed.
- VI. **Consent Agenda**
  - A. Accounting - FY16 Appropriations
  - B. Treasurer – Appropriation for use of the Board of Supervisors Legal Expense line
- VII. **Special Presentations**
  - A. Blue Ridge Jail Authority - presentation by Mr. Timothy Trent, Administrator and Mr. Matt Marsteller, Assistant Administrator
  - B. Winton County Club – presentation by Ken Hudnall, President Winton Board of Directors
  - C. Brown Edwards – FY15 Audit Reports – presentation by Susan Chapman, CPA
- VIII. **Old Business**
  - A. EDA – Central Virginia Training Center (CVTC) Update and Course of Action
- IX. **New Business**
  - A. 2016-0002-R, a resolution requesting the Virginia Department of Transportation add two streets to the secondary system of state highways, pursuant to Virginia Code §33.2-705, and the Department's Subdivision Street Requirements.
  - B. Sheriff's Office – Donation of a Ford F-250 vehicle
- X. **County Administrator's Report**
  - A. Boards/Commissions/Committees - Reappointment of Eldon Cox to the Building Committee
- XI. **County Attorney's Report**

## BOOK 35

Page 28

A. Resolution 2016-0001-R, a resolution, recognizing that members of the Amherst County Board of Supervisors hold office as a public trust, and that their stewardship of such office requires a superior degree of ethical conduct on their part, and adopting a Code of Ethics to govern their actions accordingly.

XII. **Liaison and Committee Reports**

- A. Local Government Council
- B. Central Virginia Metropolitan Planning Organization
- C. Building Committee

XIII. **Departmental Reports**

- A. Treasurer – Monthly Report – December 2015
- B. Accounting - 2nd Quarter Financial Report
- C. Accounting - Tourism funding

XIV. **Citizen Comment**

XV. **Matters from Members of the Board of Supervisors**

XVI. **Closed Session**

- A. Virginia Code § 2.2-3711(A)(1): To discuss legal guidance pertaining to a personnel matter involving a County employee.

XVII. **Adjournment**

XVIII. **Budget Workshop**

## MINUTES

At a regular meeting of the Board of Supervisors of Amherst County and held at the Amherst County Administration building on Tuesday, the 2<sup>nd</sup> day of February, 2016, at 1:00 p.m. at which the following members were present:

BOARD OF SUPERVISORS:

PRESENT: John A. Marks, Jr., Chairman	ABSENT: None
David W. Pugh, Jr., Vice-Chair	
Claudia D. Tucker, Supervisor – via telephone on speaker	
L. J. Ayers, III, Supervisor	
Kenneth M. Campbell, Supervisor	

STAFF PRESENT: County Administrator Dean C. Rodgers; Deputy County Administrator David R. Proffitt; County Attorney Ellen Bowyer, Executive Administrative Assistant Regina Rice

I. **Call to Order**

Chairman Marks called the meeting to order at 1:00 p.m.

II. **Invocation and Pledge of Allegiance**

Chairman Marks gave the Invocation and led the Pledge of Allegiance.

Chairman Marks welcomed all those in attendance.

III. **Approval of Agenda**

By motion of Vice-Chair Pugh and with the following votes, the Board amended the February 2, 2016 agenda as follows:

XI. County Attorney's Report, item A. moved to IX. New Business item B.; and

IX. New Business item B. moved to item C.; and

IX. New Business, item C. donation of Ford F-250 vehicle – stricken; and

XVI. Closed Session item A. replaced with Virginia Code § 2.2-3711 (A)(7): Consult with the County Attorney regarding specific legal matters pertaining to application of the Amherst County personnel policy; and added a second Closed Session as item B. Virginia Code § 2.2-3711 (A)(1): Discuss the salary of a County employee; and added a third Closed Session as item C. Virginia Code: § 2.2-3711 (A)(1): Discuss a salary of a specific County employee, and to discuss the performance of a Board appointee and a County employee.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: None

**IV. Citizen Comment**

There were no citizen comments.

**V. Ordinance – First Read**

A. Ordinance 2016-0001, adding Article III, comprised of Divisions One through Four, containing Sections 2-89 through 2-131 to Chapter 2 of the Amherst County Code to establish new provisions governing County procurement. Article II of Chapter 2, which contains the existing County Code provisions governing public procurement, is repealed.

Mr. Rodgers addressed the Board and stated this ordinance amends the County procurement rules and brings the current ordinance up to speed with state law.

Mr. Rodgers recommended that the Board approve a public hearing to be held at the next regular meeting on February 16, 2016.

Vice-Chair Pugh asked Mr. Proffitt to provide some background. Mr. Proffitt explained that a major portion of this ordinance had been adopted in the 1980s. These additions will now bring the County in compliance with State code and coincide with the Virginia Public Procurement Act requirements.

By motion of Supervisor Campbell and with the following vote, the Board directed staff to schedule the ordinance for a public hearing on February 16, 2016 at the Board of Supervisors meeting.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: None

**VI. Consent Agenda**

A. Accounting - FY16 Appropriations

B. Treasurer – Appropriation for use of the Board of Supervisors Legal Expense line

By motion of Supervisor Tucker and with the following vote, the Board approved the Consent Agenda for February 2, 2016.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None



ABSENT: None

**VII. Special Presentations**

A. Blue Ridge Regional Jail Authority - presentation by Mr. Timothy Trent, Administrator and Mr. Matt Marsteller, Assistant Administrator

Chairman Marks invited Mr. Trent, Mr. Marsteller and Major Bill Parker, Site Administration of BRRJ at the 210 Connector in Amherst County.

Mr. Trent addressed the Board and provided an overview of the functions and services at the Blue Ridge Regional Jail. Mr. Trent handed out an information sheet to Board members. **(See Attachment 1)**

Supervisor Ayers thanked all gentlemen for their work managing the facility.

B. Winton County Club – presentation by Ken Hudnall, President Winton Board of Directors

Chairman Marks invited to the podium Mr. Ken Hudnall, President and Mr. Lewis Addison, Board of Directors and Treasurer, and Mr. William Goldie Goldthorpe, overseer of maintenance of structures at Winton County Club. Mr. Hudnall introduced Mr. Thomas Tarkington, Head Pro and General Manager and Julie Wilson, Events Manager and the ladies from the Winton Women's Golf Association.

Mr. Hudnall presented to the Board an overview of Winton and explained Winton is now a self-managed organization by citizens of Amherst and Nelson Counties. Mr. Hudnall said they are now marketing themselves as the Winton Golf, Swim and Events Club.

Mr. Lewis Addison addressed the Board and stated Winton Country Club's financials are stable but not where they should be on a long term basis. Mr. Addison stated the cash position is better than in 2014 and receivables are in good shape. The agreement with the previous management has been terminated.

Mr. Gouldthorpe addressed the Board regarding the building inspection report and advised some jobs have been completed. Mr. Gouldthorpe said Old Dominion Job Corps has sent students to help with several jobs and painting of the Manor House will begin in the spring

Supervisor Tucker commented she was glad to see Winton move past a country club structure and to see it become sustainable.

Chairman Marks commented that Winton is heading in the right direction and thanked all gentlemen for the update. Chairman Marks requested a report from Winton on a quarterly basis.

C. BrownEdwards – FY15 Audit Reports – presentation by Susan Chapman, CPA

Ms. Susan Chapman, Director of BrownEdwards addressed the Board and presented a broad overview on the County's financial report. Ms. Chapman stated she believed the financials are correct and the audit is materially correct. Ms. Chapman noted three material weaknesses dealing with internal controls and those weaknesses are reflected because of duties that are still not fully segregated due to the small staff in place.

Chairman Marks thanked Ms. Chapman for her report.

**VIII. Old Business**

A. EDA – Central Virginia Training Center (CVTC) Update and Course of Action

Victoria Hanson, Director of the Economic Development Authority (EDA) and Mr. Lee Cobb, Consultant with the EDA, addressed the Board and provided information regarding CVTC



closure. Ms. Hanson stated a meeting was held in Richmond in December 2015 with the CVTC steering committee, the Acting Commissioner of the Virginia Department of Behavioral Health and Developmental Services, the CVTC Director, and the Department of Governmental Services (DGS) staff to discuss the closure and state policy regarding disposal of surplus property.

Ms. Hanson advised there was no intent to change the 2020 closure date but it has, in fact, accelerated. The upper quad will be closed by 2016 and there has been a loss of 400 jobs in 2015. It is estimated 120 residents will be there in 2017. The land will be sold and proceeds will go into a fund to help with transition of residents. The State said that because of the Department of Justice ruling, there can be no delivery of services to people with intellectual disabilities on institution grounds after CVTC closes.

The land will be declared surplus and then turned over to the Department of Governmental Services. They will survey the property, determine how buildings can be used and do some minor preparation for marketing. The State does not do environmental assessments and has no redevelopment plan.

DGS was unaware that CVTC has a closed landfill and a cemetery with 2,000 graves. There are many environmental factors and the State is open to working with the County if there are funds. Also, there are issues with the vacant land being vandalized and water and sewer connections of a mobile home site located in that vicinity.

Mr. Cobb addressed the Board and said Region 2000 is to provide a regional response and coordinate with the EDA to make recommendations to the Board. Mr. Cobb said the EDA is not in a position to ask the General Assembly in this session to act on the County's behalf. Mr. Cobb remarked how little the State knew about this site and the environmental consequences.

Mr. Cobb said the EDA recommended that the Board ask Region 2000 to go to the State to request it prepare an environmental assessment to be completed by the end of 2016. Secondly, the EDA recommends that the Board ask Region 2000 to alert State legislators that the region will need financial assistance to do redevelopment planning on this site and surrounding properties (approximately \$300,000) that will support the entire area being put back into a productive use.

Vice-Chair Pugh commented on the potential general liability and risk to developers and also a major risk to the County and asked who would pick up the cost.

Mr. Cobb remarked that the EDA thinks the financial responsibility should be the State's since the closing of CVTC is a State action for which Amherst County is not responsible.

By motion of Supervisor Ayers and with the following vote, the Board endorsed the EDA's recommended course of action for CVTC for the Board of Supervisors to request Region 2000 ask our legislators to pursue support for action required to conduct the environmental assessment as outlined; and to request our area legislators submit and support a budget amendment for \$300,000 in the 2017 session of the General Assembly to undertake and complete a comprehensive redevelopment plan for the CVTC site and surrounding properties.

AYE:	Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell
NAY:	None
ABSENT:	None

A. 2016-0002-R, a resolution requesting the Virginia Department of Transportation add two streets to the secondary system of state highways, pursuant to Virginia Code §33.2-705, and the Department's Subdivision Street Requirements.

Mr. Bryant presented his report to the Board and requested approval of Resolution 2016-0002-R requesting the Virginia Department of Transportation (VDOT) take over maintenance of the new street located in Stratford Place Subdivision, Sections 2A and 2B, located in Madison Heights, Virginia.

By motion of Vice-Chair Pugh and with the following vote, the Board adopted Resolution 2016-0002-R. **(See Attachment 2)**

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell  
NAY: None  
ABSENT: None

~~B. Sheriff's Office — Donation of a Ford F-250 vehicle —~~

B. Resolution 2016-0001-R, a resolution, recognizing that members of the Amherst County Board of Supervisors hold office as a public trust, and that their stewardship of such office requires a superior degree of ethical conduct on their part, and adopting a Code of Ethics to govern their actions accordingly.

Ms. Bowyer addressed the Board and stated the Board requested at the January 5, 2016 meeting that she prepare a resolution to affirm the Board of Supervisors agree that its members shall adhere to a Code of Ethics. Ms. Bowyer said this resolution is before the Board for adoption.

Supervisor Tucker commented she supports Supervisor Ayers' intent to have a Code of Ethics and believes this document will go a long way changing past behaviors.

By motion of Supervisor Tucker and with the following vote, the Board adopted Resolution 2016-0001-R. **(See Attachment 3)**

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell  
NAY: None  
ABSENT: None

**X. County Administrator's Report**

A. Boards/Commissions/Committees - Reappointment of Eldon Cox to the Building Committee

Mr. Rodgers addressed the Board and advised that the term of Eldon Cox expired on January 4, 2016. At the January 5, 2016 meeting, the Board expressed its desire to reappoint Mr. Cox. Mr. Rodgers advised Mr. Cox contacted him and confirmed he would like to continue serving as the citizen representative to the Building Committee.

By motion of Chairman Marks and with the following vote, the Board reappointed Eldon Cox as the citizen representative to the Building Committee.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell  
NAY: None  
ABSENT: None

**XI. County Attorney's Report**

The Board moved XI. County Attorney's Report Item A. to IX. New Business Item B.

**XII. Liaison and Committee Reports**

Mr. Rodgers advised this section of the agenda is to provide the Board with updates on what has transpired at meetings. Mr. Rodgers said it is intended for representatives on boards, commissions and committees to submit a report to the Board. He explained that the form he used is from a draft regulation that has not been submitted to the Board yet and he is soliciting feedback from the Board regarding this form.

Vice-Chair Pugh stated he supported this and would like to continue receiving information from representations on these councils.

**A. Local Government Council**

Mr. Rodgers advised the Board this report is for information only.

**B. Central Virginia Metropolitan Planning Organization**

Mr. Rodgers advised the Board this report is for information only.

**C. Building Committee**

Mr. Proffitt advised the Board there was no action to report on for the Social Services Committee. The project is currently in the construction contract stage. Mr. Gillespie of MRG Consultants is gathering information and working with the County Attorney to develop a construction contract.

The School Infrastructure Building Committee has a field trip scheduled to visit three schools to look at lighting and a formal meeting to establish a plan to move forward with the project.

Mr. Proffitt advised the Train Depot is moving forward and a pre-bid meeting has been scheduled with bids due soon.

**Departmental Reports**

**A. Treasurer – Monthly Report – December 2015**

For information only.

**B. Accounting - 2nd Quarter Financial Report**

Mr. Rodgers addressed the Board and explained that this report shows the incoming expenses in the middle of the budget year. Mr. Rodgers said revenues are up and expenses are down from where they should be at this time of year.

**C. Accounting - Tourism funding**

Mr. Rodgers addressed the Board and explained the County is in the process of negotiating tourism and services with the Amherst Chamber of Commerce. Tourism funds are collected from lodging tax and may only be spent on specified tourism purposes. Money remaining unspent in a given year should be carried forward to the next year. Research has revealed that this has not been done in the past. The total amount of funds that should have been carried forward into the current fiscal year is \$97,299. This money will be moved from the Unobligated Funds to a Committed Fund and the Supervisors will see this movement on the next General Fund report. Mr. Rodgers has asked the Chamber of Commerce to submit a tourism budget.

Supervisor Tucker expressed that tourism is important to the County and approved the money be committed towards that purpose.

**XIII. Citizen Comment**

Chairman Marks opened the citizen comment session.



Ms. Melissa Fink of Madison Heights, Virginia addressed the Board and stated the Board's decision not to place a cell phone tower on Elon Elem School was a vote against moving the County forward. Ms. Fink also commented on the Board's Code of Ethics and asked who would administer this and remarked about citizens' lack of trust of the Board.

Mr. Jim Thompson of Madison Heights, Virginia addressed the Board and thanked the Board for doing its due diligence regarding the issue of a cell tower at Elon Elementary and for the way the Board voted.

Chairman Marks closed the citizen comment session.

**XIV. Matters from Members of the Board of Supervisors**

Supervisor Campbell remarked on a letter to the Editor of The News & Advance praising Sara Lu Christian for her work in the community.

Supervisor Ayers asked that the Code of Ethics be placed on the County's web site.

Supervisor Tucker had no matter to discuss.

Vice-Chair Pugh had no matter to discuss.

Chairman Marks had no matter to discuss.

The Board took a five minute recess.

**XV. Closed Session**

~~A. Virginia Code § 2.2-3711(A)(1): To discuss legal guidance pertaining to a personnel matter involving a County employee.~~

Supervisor Campbell moved that the Amherst County Board of Supervisors convene in closed session pursuant to the personnel exemption at § 2.2-3711 (A)(1) of the Code of Virginia, to discuss the salary of a specific County employee, and to discuss the performance of a Board appointee and a County employee; and pursuant to § 2.2-3711 (A)(7) of the Code of Virginia, to consult with the County Attorney regarding the application of the County personnel policy.

AYE: Mr. Marks, Mr. Pugh, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: Mrs. Tucker

Supervisor Campbell motioned to come out of closed session and was approved with the following vote:

AYE: Mr. Marks, Mr. Pugh, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: Mrs. Tucker

**CERTIFICATION OF CLOSED MEETING**

Supervisor Campbell moved that the Amherst County Board of Supervisors certify by a recorded vote that, to the best of each Board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

Mr. Marks	AYE
Mr. Pugh	AYE
Mrs. Tucker	ABSENT
Mr. Ayers	AYE

Mr. Campbell AYE

**XVI. Adjournment**

By motion of Supervisor Ayers and with the following vote, the Board moved to adjourn.

AYE: Mr. Marks, Mr. Pugh, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: Mrs. Tucker

**XVII. Budget Workshop**

BOARD OF SUPERVISORS:

PRESENT: John A. Marks, Jr., Chairman  
David W. Pugh, Jr., Vice-Chair  
L. J. Ayers, III, Supervisor  
Kenneth M. Campbell, Supervisor

ABSENT: Claudia D. Tucker, Supervisor

STAFF PRESENT: County Administrator Dean C. Rodgers and Deputy County Administrator David R. Proffitt

Chairman Marks called the meeting to order at 4:55 p.m. and stated the Board was reconvening into a workshop session pursuant to Section 1-2 B. of the Board's Rules of Procedure which states the Board may hold work sessions prior to or following a regular meeting, or on a separate date from a regular meeting. Work sessions are conducted informally: they typically are not opened with an invocation or pledge of allegiance, do not require communication through leave of the Board Chair, and may be conducted in a roundtable format, with all involved parties seated at the table and participating in the discussion.

Mr. Rodgers addressed the Board and introduced the process for considering prioritization of the 2017 Capital Improvement Plan Budget (CIP), Supplemental and Outside Agency Requests.

**CIP**

(See Budget Attachment 1)

Mr. Gary Roakes/Director Public Safety/Fire Marshal informed the Board of the status of the CAD replacement procurement process. Mr. Roakes commented on other CIP requests.

The Board decided to move the Pedlar Fire Truck to FY18.

Ms. Teresa Nuckols/Director Public Works addressed the Board with information on Phase 5 of the landfill trench construction. Ms. Nuckols stated that construction must begin during the spring of 2017. Ms. Nuckols advised funds would be needed during the 2017 and 2018 fiscal years.

Mr. Dan French/Director of the Service Authority, addressed the Board and provided information regarding Woody's Lake Drainage Basin, Sewer line C.

The overall priorities remained unchanged.

**Supplemental Budget**

(See Budget Attachment 2)

Mr. Gary Roakes/Director Public Safety/Fire Marshal, addressed the Board and provided information regarding the request for three 3 ALS positions and several other requests.

Ms. Jackie Viar/IT Director addressed the Board and discussed her request for replacement of a laser printer and several other requests.

Mr. Nate Young/Building Official addressed the Board and discussed his requests.

Mr. James Thornhill/Human Resource Coordinator addressed the Board and presented his requests.

Ms. Teresa Nuckols/Director Public Works addressed the Board regarding the tractor replacement.

Mr. Steve Eubank/Commonwealth Attorney's Office addressed the Board regarding restoration of a secretarial position to assist the office administrator.

Sara Lu Christian/Director Recreation and Parks addressed the Board and presented the recreational department requests.

Ms. Susan Mays/Director Social Services addressed the Board and provide the attached information regarding staffing needs. (See Budget Attachment 3)

Mr. Steve Preston/Library Director addressed the Board and requested an IT position and new circulation desk.

Mr. Robert Ramsey and Mr. Buddy Jennings/Maintenance, presented information regarding improvements to Church Parsonage Building for storage use.

The prioritization presented was unchanged.

There was a consensus by the Board to direct the County Administrator to include funding for a Finance Director in 2016-2017 operational budget.

**Outside Agency Requests**

(See Budget Attachments 4 and 5)

Mr. Vince Sawyer of The Healing Place presented his funding requests.

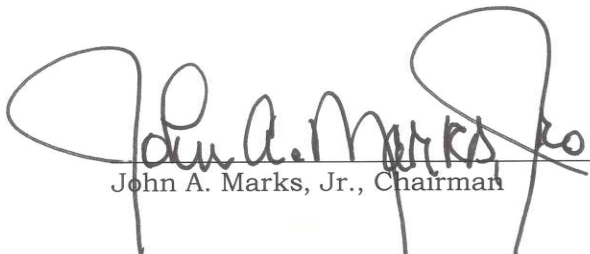
Mr. Josh Baker, General Manager of GLTC presented his funding requests.

By motion of Supervisor Campbell and with the following vote, the Board moved to adjourn.

AYE: Mr. Marks, Mr. Pugh, Mr. Ayers and Mr. Campbell


NAY: None

ABSENT: Mrs. Tucker

  
John A. Marks, Jr., Chairman



Amherst County Board of Supervisors



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Dean C. Rodgers, Clerk

BLUE RIDGE REGIONAL JAIL AUTHORITY

INFORMATION SHEET

Date: February 2, 2016

Amherst County Board of Supervisors

- Tim Trent – Administrator
- Matt Marsteller – Assistant Administrator

**BRRJA**

- Created in 1994
- Member jurisdictions were facing overcrowding issues in outdated jails
- Financially reasonable to form the Authority. 50% reimbursement on jail construction from the state at the time
- Member Jurisdictions:
  - City of Lynchburg
  - Bedford County
  - Campbell County
  - Halifax County
  - Amherst County
  - Appomattox County
- Facilities:
  - Amherst County Adult Detention Center
  - Bedford Adult Detention Center
  - Campbell County Adult Detention Center
  - Halifax County Adult Detention Center
  - Lynchburg Adult Detention Center
- Currently average approximately 1100 inmates consisting of:
  - Pre-trial inmates
  - Local responsible inmates serving a sentence ( $\leq 12$  months)
  - Inmates waiting to be transferred to the Virginia Department of Corrections ( $\geq 1$  year) Out of compliance inmates
  - Federal inmates
  - Inmates for outside jurisdictions
- Staff of approximately 410 employees
  - Number one asset
  - Constantly searching for good staff
  - Majority live in the jurisdictions represented by the Authority
- Recent Projects:
  - ESCO Project (Energy Services Company)
    - Governed by the Code of Virginia – Max 15 years
    - Replace old, outdated equipment, fixtures, etc., with up to date energy efficient replacements
    - Lighting retrofit and controls upgrades at all sites
    - Communicating water conservation systems at Halifax and Lynchburg

- Conventional water conservation at Bedford and Campbell
    - Boiler controls
    - Boiler replacements
    - Walk in refrigerator and freezer at Lynchburg
    - Weatherization at all sites.
    - DDC upgrades, etc. (Direct Digital Controls)
    - \* Original project as proposed was \$6,127,662
    - \* Scaled back to \$3,920,000
    - \* Guaranteed energy savings per year \$334,568 (Guaranteed for 15 years)
    - \* Payback in 11.7 years
    - \* Additional \$1,098,520 in energy savings after payback
    - \* As of December 2015, the project is 11% ahead of the baseline savings originally forecast
    - \* Estimated to save 13,964,000 gallons of water the first year.
    - \* **SEE ATTACHMENT 1**
  - Recently partnered with Campbell County to replace the sewer line in Rustburg with a new, larger pipe.
- 
- **BRRJA Mission Statement**
  - *The primary mission of the Authority is to support the criminal justice system by operating its centers (Amherst County Adult Detention Center, Bedford Adult Detention Center, Campbell County Adult Detention Center, Halifax County Adult Detention Center and Lynchburg Adult Detention Center) in a manner that produces a safe and secure environment for the public, staff and inmates. The Authority, by primarily using direct supervision techniques, will provide for basic inmate needs and make available programs and services that promote self-responsibility and development and have the goal of returning to the community more productive citizens.*
  - **Direct Supervision:**
    - Officers are placed directly in the housing units with the inmates.
    - Interact to prevent problems.
    - Officers will be aware of tensions in the units.
    - Cuts down on fights and potentially volatile situations.
  - **Basic Inmate Needs:**
    - Safety
    - Security
    - Diets
    - Medical (Continues to be our wildcard with the inmate population getting sicker with costlier medications)
    - Dental
    - Programs
    - Well-being (Mental Health) Added 2<sup>nd</sup> QMHP, December 2015



- **Programs offered:**
  - o Work Release Program (averages 30+ inmates)
  - o Weekender Program/HEM
  - o Inmate Worker Program
  - o GED and Special Education GED
  - o Alcoholics Anonymous
  - o Religious Services/Bible Study
  - o Celebrate Recovery
  - o ServeSafe Certification Program
  - o Interfaith Outreach Life Skills Program
  - o Presbyterian Homes and Family Services Women's Life Skills Program
  - o Re-entry Program (Work with Community stakeholders to assist with life skills)
  - o MRT ( Moral Reconation Therapy) Local CSB
  
- Many of the programs we offer are paid for by an inmate commissary fund. The state requires that we offer commissary to the inmates. We receive a commission from the sales. The Code of Virginia requires that these funds are used for Inmate's Welfare. We pay for programs, buy games, basketballs, TV's., mattresses, inmate clothing, etc.
  
- We use bulk purchasing to save the Authority money.
  
- **Cost of Housing Inmates in Virginia:**
- Average operation cost per day in Virginia to house an inmate \$77.26
- Average operation cost per day in Sheriff run Jails \$91.71
- Average Cost for Regional Jails \$63.87
- Average operation cost per day for BRRJA \$67.43 (\$24,612 per year)
  
- This information was obtained from the Virginia Compensation Board's Annual Jail Cost Report, 2014, as required by the Virginia General Assembly.
- Average length of stay is 61.48 days in a BRRJA facility. Based on the daily cost, this equates to \$4145.60 per stay.
  
- Average cost per day to feed an inmate: \$3.46
- Average cost per day for medical: \$5.69
  
  
- Average number of inmate bookings/processes per site/per month:
  - o Lynchburg Adult Detention Center – 786

- Amherst County Adult Detention Center – 392
- Bedford County Adult Detention Center - 351
- Halifax County Adult Detention Center – 315
- Campbell County Adult Detention Center – 271

Site Specific Information:

The BRRJA consists of five different facilities spread throughout a large geographical area. All our sites are regularly audited by the Department of Corrections to ensure compliance with Minimum Standards set forth by the Board of Corrections and they consistently receive 100% compliance. Campbell County received a 100% compliance in June of 2014, Bedford in November 2014, and Amherst and Halifax in September 2015.

The Lynchburg Adult Detention Center is our largest site while the Bedford Adult Detention Center is the smallest.

The Amherst County Adult Detention Center is our newest jail, opening in January 2012. It is a LEED certified building or a “green” building. It was designed to be energy efficient. It has a state of the art vacuum plumbing system that controls the use of water throughout the facility, significantly reducing an overuse. This jail is one of our largest, yet uses less water than our smallest jail.

Each BRRJA facility has their own transportation team that handles all transports to courts, hospitals, doctors, Department of Corrections, etc. We assist the local law enforcement when possible on transports and during drug round-ups.

BRRJA currently has ample space to house the anticipated inmate population moving forward. We do not foresee any expansions needed nor do we anticipate any new member jurisdictions being added. Below is the current listing of the rated capacities at each jail as set forth by the Virginia Department of Corrections and the actual beds at each facility.

<u>Facility</u>	<u>Rated Capacity</u>	<u>Actual Beds</u>	<u>Current Inmates</u>
Lynchburg Adult Det. Center	429	655	414
Amherst County Adult Det.	340	652	372
Halifax County Adult Det.	147	200	131
Campbell County Adult Det.	79	124	105
Bedford Adult Det. Center	55	96	59
Totals	1050	1727	1081*

\*As of January 19, 2016

Community Projects

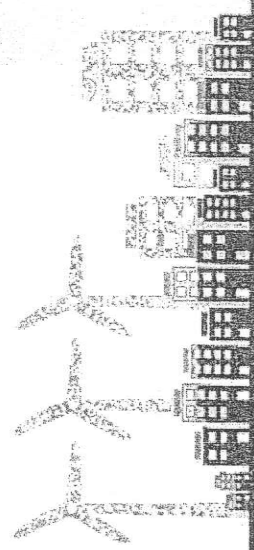
- National Night out in Halifax
- Sheriff's Night out in Appomattox
- Autism Speaks- Bowling fundraiser that raised \$6,000
- Money and food drive for an ill officer
- Humane Society drive
- Participation in "Cop Camp" in Halifax
- Angel tree participation
- Routinely speak to Colleges and civic groups





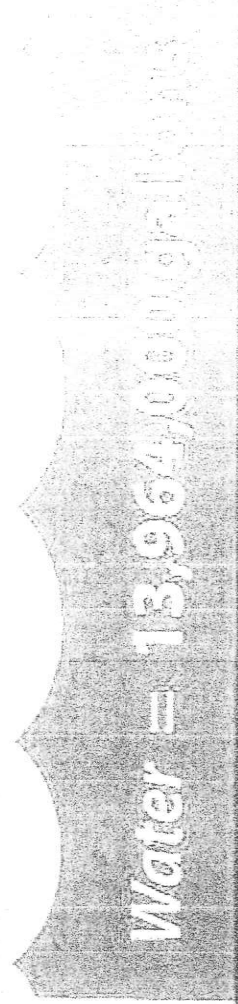
**BLUE RIDGE**  
REGIONAL JAIL AUTHORITY

# PROJECT BENEFITS

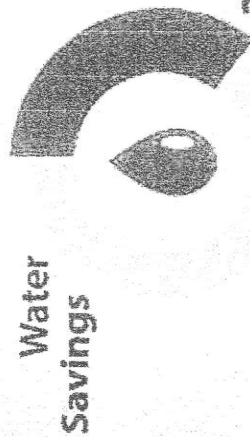


Annual Dollar Savings

**\$334,568**

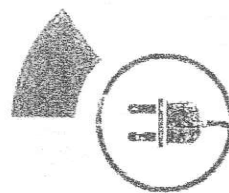


**Water = 13,964,000 Gallons**



Water Savings

**35.95%**



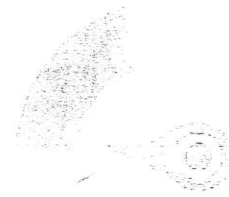
Electrical Savings

**9.73%**



Natural Gas Savings

**32.31%**



Propane Savings

**22.78%**



**1,373** Cars Removed



**16,590** Barrels of Oil Consumed

Tons of GHG Emissions Reduced

**7,129**

*which is equivalent to annually:*



**184,747** Trees Planted



**889** Homes Powered

**Honeywell**



Amherst County Board of Supervisors  
County Resolution No. 2016-0002-R

**For consideration on February 2, 2016**

**A RESOLUTION, NO. 2016-0002-R**

A resolution, requesting the Virginia Department of Transportation add two streets to the secondary system of state highways, pursuant to Virginia Code §33.2-705, and the Department's Subdivision Street Requirements.

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Approved as to form by the County Attorney

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**BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:**

**I. That the Board of Supervisors of Amherst County ("Board") hereby requests that the Virginia Department of Transportation ("Department") take certain subdivision streets into the secondary system of state highways, as follows:**

**WHEREAS**, § 33.2-705 of the Code of Virginia provides authority for the Department to add new streets to the secondary system of state highways from time to time as public safety or convenience may require; and

**WHEREAS**, the streets described on Additions Form AM-4.3 (hereafter, "Streets"), which Form is attached hereto and fully incorporated herein as Exhibit A to this resolution, is shown on two plats entitled "Subdivision Plat for Stratford Place, Section 2A"; and "Subdivision Plat for Stratford Place, Section 2B" (hereafter "Plats"), which Plats were approved by the Amherst County Planning & Zoning Department on June 17, 2014, and March 25, 2015, respectively; and

**WHEREAS**, the Zoning Administrator has affirmed that these Plats, were recorded on, and can be found as follows:

- Subdivision Plat for Stratford Place, Section 2A, recorded on June 17, 2014, can be found in Plat Cabinet 3, slide 3-38 on file at the Circuit Court for the County of Amherst, and at Deed Book 1256, Pages 667-673,
- Subdivision Plat for Stratford Place, Section 2b, recorded on March 25, 2015, can be found in Plat Cabinet 3, slide 3-47 on file at the Circuit Court for the County of Amherst, and at Deed Book 1272, Pages 585-590; and

**WHEREAS**, fee simple title to the Streets vested in the County upon recordation of the Plats pursuant to Virginia Code § 15.2-2265; and

**WHEREAS**, the Area Land Use Engineer for the Department has advised the Board that the Streets meet the requirements established by the Department's Subdivision Street Requirements; and

**WHEREAS**, the Board, as the governing body of Amherst County, wishes to request the addition of the Streets to the secondary system of state highways.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:**

That the Amherst County Board of Supervisors requests that the Department add the Streets, described on the attached Additions Form AM-4.3, to the secondary system of state highways, pursuant to Virginia Code §33.2-705, and the Department's Subdivision Street Requirements.

**BE IT FURTHER RESOLVED:**

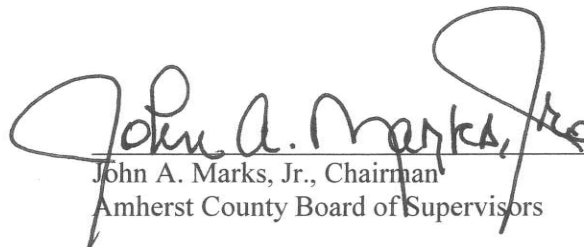
That the Amherst County Board of Supervisors guarantees a clear and unrestricted right of way, as described on the attached Additions Form AM-4.3, and any necessary easements for cuts, fills and drainage.

**BE IT FURTHER RESOLVED:**


That the Clerk is instructed to send a certified copy of this resolution to the Department's Area Land Use Engineer.

**II. That this resolution shall be in force and effect upon adoption.**

Adopted this 2nd day of February, 2016.

  
John A. Marks, Jr., Chairman  
Amherst County Board of Supervisors

**ATTEST:**

  
Dean C. Rodgers, Clerk  
Amherst County Board of Supervisors

Ayes 5

Nays 0

Abstentions 0

In the County of Amherst

By resolution of the governing body adopted February 2, 2016

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official):



**Report of Changes in the Secondary System of State Highways**

**Project/Subdivision Stratford Place, Section 2A & 2B**

**Type Change to the Secondary System of State Highways:**

**Addition**

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change:

New subdivision street

Pursuant to Code of Virginia Statute:

§33.2-705

**Street Name and/or Route Number**

◆ **Stratford Place, State Route Number 1391**

Old Route Number: 0

- From: 0.38 Mile West Route 1372

To: Route 783, a distance of: 0.08 miles.

Recordation Reference: PC-3; SL 3-38

Right of Way width (feet) = 50

**Street Name and/or Route Number**

◆ **Stratford Place, State Route Number 1391**

Old Route Number: 0

- From: 0.36 Mile West Route 1372

To: 0.38 Mile West Route 1372, a distance of: 0.02 miles.

Recordation Reference: PC-3; SL 3-38

Right of Way width (feet) = 50

**Street Name and/or Route Number**

◆ **Stratford Place, State Route Number 1391**

Old Route Number: 0

- From: 0.23 Mile West Route 1372

To: 0.36 Mile West Route 1372, a distance of: 0.13 miles.

Recordation Reference: PC-3; SL 3-47

Right of Way width (feet) = 50





Amherst County Board of Supervisors  
County Resolution No. 2016-0001-R

For consideration on February 2, 2016

**A RESOLUTION, NO. 2016-0001-R**

A resolution, recognizing that members of the Amherst County Board of Supervisors hold office as a public trust, and that their stewardship of such office requires a superior degree of ethical conduct on their part, and adopting a Code of Ethics to govern their actions accordingly.

---

Approved as to form by the County Attorney

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**BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:**

**I.** That the Board of Supervisors of Amherst County hereby recognizes that its members hold office as a public trust, the stewardship of which requires a superior degree of ethical conduct, and it therefore adopts a Code of Ethics to govern member actions accordingly, as follows:

**WHEREAS**, the members of the Amherst County Board of Supervisors (hereafter, "Board") recognize the importance of their positions as the elected representatives of Amherst County; and

**WHEREAS**, Board members recognize that they hold their offices at the direction of the people, and as such hold their offices in trust to the people; and

**WHEREAS**, Board members recognize that proper discharge of their duties as officers holding a public trust requires adherence to a superior degree of ethical conduct; and

**WHEREAS**, the Board wishes to adopt a Code of Ethics to memorialize its recognition that its members hold their offices in trust to the people and must adhere to a superior degree of ethical conduct; and

**WHEREAS**, the Board believes that having a Code of Ethics will help ensure that its members satisfy heightened standards of conduct, and thereby help facilitate the operation of the Board as a professional and respected guardian of the County's interests; and

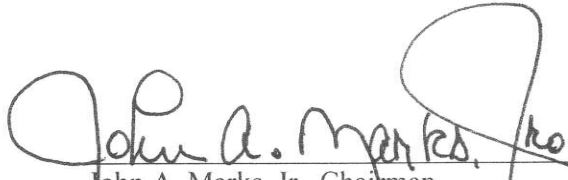
**WHEREAS**, the Board believes that such operation will help foster an atmosphere of growth and trust for Amherst County citizens and business owners.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE  
COUNTY OF AMHERST, VIRGINIA:**


That in light of its recognition that its members hold positions of public trust and must conduct themselves in such a way as to have a positive impact as County leaders, the Amherst County Board of Supervisors affirms that its members shall adhere to the Code of Ethics contained in Exhibit A to this Resolution.

**II. That this resolution shall be in force and effect upon adoption.**

Adopted this 2nd day of February, 2016.

  
John A. Marks, Jr., Chairman  
Amherst County Board of Supervisors

**ATTEST:**

  
Dean C. Rodgers, Clerk  
Amherst County Board of Supervisors

Ayes 5

Nays 0

Abstentions 0

								Prioritized	Staff's Priority Recommendation
Item Number	Projects	Original Date	Expected Life (A)	Replacement Range	Replacement Value	2017	Evaluation Code		
IMMEDIATE NEEDS									
16	CAD Replacement			2017	\$ 575,000	\$ 425,000	1	1	1
17	Replace Self Contained Breathing Apparatus (SCBA)		2	2017	\$ 250,000	\$ 250,000	1	1	2
27	Phase 5 of Trench A/B Construction		17	2017	\$ 2,567,000	\$ 2,567,000	1	1	3
28	Security Enhancements ACPS			2017-2019	\$ 2,147,354	\$ 207,457	1	1	4
7	Courthouse Brick Sidewalk								
21	Ambulance - Amherst 6			2017	\$ 60,000	\$ 60,000	2	2	1
18	Fire Engine 4 - Monellison	2007	8	2015	\$ 232,000	\$ 232,000	2	2	2
32	ACPS Pupil Transportation	1994	20	2016	\$ 535,000	\$ 535,000	2	2	3
19	Fire Truck - Pedlar 3			2017-2022	\$ 3,229,277	\$ 807,319	2	2	4
5	Parking Lot Resealing and Line Painting (County)	1998	20	2017	\$ 535,000	\$ 535,000	2	2	5
25	Clearing of Tree Line (Grounds)			2017	\$ 75,000	\$ 75,000	2	2	6
36	PAINT SCHOOL BUILDINGS (All 11 on rotating schedule)		N/A	2017	\$ 200,000	\$ 200,000	2	2	7
6	Amherst Library Window/Door Replacement			2017-2022	\$ 959,989	\$ 239,997	2	2	8
8	Amherst Library Front Step	1960's	40 yrs	2017	\$ 150,000	\$ 150,000	2	2	9
26	Parking Lot Repairs - Lakes (Grounds)	1960	50 yrs	2017	\$ 75,000	\$ 75,000	2	2	10
1	Woody's Lake Drainage Basin, Sewer, Line C		15	2017	\$ 145,000	\$ 145,000	2	2	11
			80-120 yr.*	2017	\$ 496,237	\$ 162,500	2	2	12
33	GYM FLOOR RESURFACING								
34	PARKING LOT PAVING & SEAL COATING(Schools)			2017-2019	\$ 459,794	\$ 153,265	3	3	1
35	REPAIR CONCRETE ENTRANCES AT MHES & AMS			2017-2020	\$ 667,103	\$ 166,776	3	3	2
20	Ladder Truck (new)			2017	\$ 58,924	\$ 58,924	3	3	3
37	ACPS MAINTENANCE VEHICLE REPLACEMENT		20	2017	\$ 1,145,000	\$ 1,145,000	3	3	4
15	Extension of Multi-use Trail			2017-2022	\$ 407,828	\$ 101,957	3	3	5
10	Amelton Industrial Business Incubator				\$ 836,667	\$ 836,667	3	3	6
9	Coolwell Amphitheater				\$ 600,000	\$ 150,000	3	3	7
				2017	\$ 175,000	\$ 175,000	3	3	8
38	REMOVE TENNIS COURTS ACHS & AMS			2017	\$ 43,600	\$ 43,600	4	4	1

Item #	Department Name	FY2017 Supplemental Amount	On going Annual Impact In O & M	Explanation	Priority Score	Committee Prioritized	Board Prioritized
1	PS - Emergency Service	207,652	207,652	3 ALS positions - EMS Supervisors off ambulance	1	1	
31	Information Technology	10,000		Replace Laser Printer with BULK Casio/Sharp since present printer no longer suitable for maintenance contracts and the availability of parts is extremely difficult to locate. On going cost would be a maintenance service contract	1	2	
26	Human Resources	352,263	352,263	Provide salary corrections for positions underpaid in complete with the surrounding market	1	3	
2	PS - Emergency Service	25,000	25,000	Increase part time EMS rates - not increased in 12 years	1	4	
33	Information Technology	6,000		Replace firewall appliance which is at end of life	1	5	
30	Information Technology	25,000		Backup appliance for servers is critical as part of the disaster preparedness for the County's data backup and recovery	1	6	
28	Building Safety & Inspections	1,001	1,001	Property maintenance inspections require a Safe Breathing Mask to be worn where air quality is hazardous or questionable	1	7	
24	Human Resources	61,422	61,422	Convert part-time HR position into full-time	2	1	
12	Commonwealth Atty	30,425	30,424	Request remaining position that as a result of State budget reductions in 2009. Position would assist office administrator with the office responsibilities	2	2	
23	Human Resources	19,002	19,002	Convert part-time administrative position into full-time	2	3	
20		47000					
21	Public Works-Grounds	7,000		Replacing a 1980 John Deere 35hp tractor which is not operational Flat bed trailer will be needed provided the 90 hp tractor is purchased	2	4	
5	PS - Emergency Service	12,000	12,000	6 new positions as well as replacement	2	5	
3	Public Safety	5,000	5,000	Replace Volunteer gear - 10 sets per year	2	6	
4	Public Safety	30,000	30,000	Replace Fire Hose - annual reduce after first year	2	7	
32	Information Technology	15,000		Purchase of Microsoft Office 2016 to upgrade systems currently running Microsoft Office 2007. Annual impact in future years - licensing renewal fee	2	8	
9	Recreation	4,050		R & P moved to Monroe building, utilizing facility to hold meeting, classes, and an assortment of other programs. To accommodate these activities, tables and chairs are needed	2	9	
29	Building Safety & Inspections	1,020	1,020	Purchase a monitor to view digital plan submissions and scanner to convert paper plans into digital copies so they can be cataloged	2	10	
6	Public Safety	45,000		Replace Deputy Director Vehicle	3	1	
8	PS - Emergency Service	184,447	184,447	3 positions for additional person per shift	3	2	
14	Department of Social Services	48,929	34,250	DSS has determined additional staff in Benefit Programs is needed to reduce the extensive workload. Based on a study conducted in 2000 by the Virginia Dept of Social Services	3	3	
25	Human Resources	103,607	103,607	New position to oversee accounting, procurement, grant application and administration, long-term financial planning, budget preparation and oversight and cost accounting administration	3	4	
10	Library	52,000	52,000	Changes are scheduled whereby new position is needed to work at both library locations Position would replace part-time IT consultant and the Integrated Systems Administrator	3	5	
34	Building Maintenance	36,000		Parsonage building currently used to store records requires repairs to maintain building and weatherproof	3	6	
19	Recreation	4,000		Replace wooden A-frame picnic tables at County Parks	3	7	
18	Recreation	2,400		15 Additional charcoal grills for County Parks	3	8	
15	Museum	3,443		To fulfill the mission of the Museum, a multimedia projector and a sound system is needed	3	9	
36	Registrar	37,301	37,301	Convert part-time to full-time	3	10	
13	Department of Social Services	48,929	34,250	DSS has determined additional staff in Benefit Programs is needed to reduce the extensive workload. Based on a study conducted in 2000 by the Virginia Dept of Social Services	4	1	
11	Library	17,348		Replacement of circulation desk to accommodate current needs, and meet Americans with Disabilities Act standards	4	2	
22	Human Resources	38,862	38,862	Full-time Public Information position. Primarily duties would include office and administrative support, maintain website, organize community-based events, etc	4	3	

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	Definitions
1 Critical	The project is indispensable to the continuing operation of existing crucial or mandated government services or processes.
2 Necessary	The project will produce significant savings, will improve, enhance or allow continuance of existing government services or processes
3 Helpful	The project will allow the County to progress toward established goals and objectives or other social & political objectives by adding new processes, services or facilities, or by expanding existing processes, services, or facilities
4 Desired	The project will allow the County to achieve significant advancements in government services or processes or will help facilitate public involvement in or understanding of the Amherst County government and community.

AMHERST COUNTY  
PROPOSED O M  
FY2017 BUDGET

Item	----- Prior Years -----				-- FY2016 - 2017 --		
	FY/2013	FY/2014	FY/2015	FY/2016	Planned Budget	Proposed Budget Request	Department Request Increase
** COUNTY CONTRIBUTIONS **							
1 VIRGINIA LEGAL AID SOCIETY							
2 CENT VA ALLIANCE FOR COMMUNITY LIVING, INC	6,740	6,740	6,740	6,740	6,740	7,910	7,910
HABITAT FOR HUMANITY	439					6,740	
3 GLTC (GREATER LYNCHBURG TRANSIT CO.)	57,492	57,492	57,492	57,500	57,500	203,200	145,700
4 YWCA- DOMESTIC VIOLENCE PREVENTION CENTER	3,395	3,395	3,395	3,395	3,395	3,395	
5 COURT APPOINTED SPECIAL ADVOCATE	4,690	4,690	4,690	4,690	4,690	4,690	
6 LYNCHBURG AREA CENTER FOR INDEPENDENT LIVING	1,250	1,250	1,250	1,250	1,250	5,000	3,750
7 THE ARC OF CENTRAL VIRGINIA	1,450	1,450	1,450	1,450	1,450	8,140	6,690
8 THE HEALING PLACE						10,000	10,000
REGIONAL JAIL CAP INVESTMENT	909,098						
--TOTAL--	984,554	80,017	73,767	75,025	75,025	249,075	174,050



**The Healing Place of Southwestern Virginia**  
201 Federal Street  
Lynchburg, VA 24504  
434.847.3093  
Email: [office@thehealingplace-sv.org](mailto:office@thehealingplace-sv.org)

January 15, 2016

Mr. Dean Rodgers  
County Administrator  
Amherst, VA

Dear Mr. Rodgers:

The Healing Place of Southwestern Virginia (THPSV) is a 501(c)3 tax exempt nonprofit which will provide the following residential recovery services for men and women with Substance Use Disorders (SUDs): (1) overnight emergency shelter, (2) non-medical licensed detoxification, (3) a 4-phased recovery program and (4) specialized services related to healthcare, case management, and children and the family.

This letter is to request budgetary consideration for a contribution from Amherst County in the upcoming FY 2017 budget cycle. We are asking for a commitment of \$10,000 a year for 3 years for the purpose of hiring a full-time staff person. We are also requesting an equal level of financial support from the City of Lynchburg, the Counties of Appomattox, Bedford and Campbell, and a lesser amount from the Towns of Altavista, Amherst, Appomattox, Bedford and Brookneal.

Your contribution will partially fund the salary/benefits/expenses of a full-time director who would be primarily focused on:

- Identifying capital and operational funding opportunities (e.g. grants, etc.)
- Identifying physical facility site locations

These facilities would provide residential recovery programming for individuals with Substance Use Disorders (SUDs) and the program would be available for alternative sentencing by local courts as a substitute for incarceration in the Blue Ridge Regional Jail at a substantial cost savings to participating localities. In addition, gainfully employed program graduates would be contributing substantial tax payments to benefit the economy, as well as lessening other costs to society as a result of their recovery from addiction.

If approved, this funding would be contingent upon receiving sufficient additional funding from other Region 2000 localities, an equal level of funding from THPSV, as well as funds from other private funding sources.

Thank you for your consideration of our request. We would welcome an opportunity to provide you with a more detailed presentation of The Healing Place program.

Sincerely,



L. Vincent Sawyer, Jr.

President, Board of Directors





## GREATER LYNCHBURG TRANSIT COMPANY

*We're Here To Get You There!*

January 15, 2016

Mr. Dean Rodgers  
County Administrator, County of Amherst  
153 Washington St.  
Amherst, VA 24521

Dear Mr. Rodgers,

As previously requested, please find below my analysis of the best option for Amherst County to continue a minimum level of service to the Madison Heights area. I apologize for the delay as it took some time to fully analyze the various options and ways that your citizens could be afforded access to transportation.

Based on the amount that Amherst has previously funded (\$57,500) a minimum level of service could be maintained as follows:

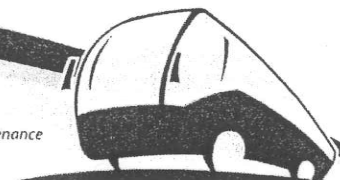
- Commuter Route which operates Monday – Friday
  - 6:00am - 8:00am (two trips)
  - 4:00pm - 6:00pm (two trips)
- No Saturday or Sunday Service
- Complimentary Paratransit Service available only during the time(s) of operation to those who qualify

This route operates for an annual total of 1,040 Revenue Hours and offers 175 hours of Paratransit (PTS) Service. It would service limited areas within the county, and is illustrated on the map which I am transmitting to you via this link: <https://platform.getremix.com/map/77b96c7>

*Note that the link I have provided allows you to draw route lines and send comments directly back to me using the "Add a comment". This collaborative tool is designed to help us establish the best level of service for your constituents. On the left side of the page you can select layers based on census data to overlay and understand the populations affected by the route.*

1301 Kemper Street • P.O. Box 797 • Lynchburg, VA 24501 • [www.GLTCOnline.com](http://www.GLTCOnline.com)  
434.455.5080 Office • 434.847.8621 Fax

The Central Virginia Transit Management Company, Inc., employs all Administrative Staff, Bus Operators and Maintenance Personnel for the Greater Lynchburg Transit Company (GLTC). GLTC is professionally managed by First Transit, a division of First Group America.





## GREATER LYNCHBURG TRANSIT COMPANY

*We're Here To Get You There!*

In addition Mr. John Marks, Jr. requested some additional information about the existing routes in consideration of the request. I am providing the following based on his e-mail questions:

- GLTC does own "smaller buses" however they are designated for Paratransit Service.
  - It is possible in the future to procure such buses for Madison Heights, we would propose to do so for future years of service and offer a revised cost per hour once we have the fleet available to do so. Savings in this area are estimated at about \$10-15 per hour less from our current cost of \$89.65

The following ridership data is provided in relation to existing Madison Heights Services:

	Route: MHA	Route: MHB	Route: MHX
<b>Fiscal Year 2015</b> <i>(Actual Data, total trips by route)</i>	12,439	10,168	669
<b>Fiscal Year 2014</b> <i>(Estimated based on Partial Year Data: November 1 - June 30)</i>	11,814	10,561	520

As you spend time considering our request and identify the needs for more information or data, please do not hesitate to let me know.

Overall GLTC believes in the service provided to Madison Heights, it is an important economic benefit to the county and enables your resident's access to the services they need for their daily lives. We want to work together to find the best solution we can, realizing that resources are limited.

I look forward to hearing from you soon and am available at your convenience.

Sincerely,

Josh Baker, CCTM  
General Manager

