

TO: The Honorable Board of Supervisors

FROM: F. Craig Meadows, County Administrator  
L. Carol Edmonds, Assistant County Administrator

DATE: January 14, 2013

**SUBJECT: AGENDA REPORT**

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**I. CALL TO ORDER**

**II. ELECTION OF CHAIR**

**A. SUBJECT: ELECTION OF CHAIR**

**R-FY-13-  
ELECTION OF CHAIR  
CALENDAR YEAR 2013**

BE IT RESOLVED, That \_\_\_\_\_ be and hereby is, elected as Chair of the Montgomery County Board of Supervisors for the calendar year 2013 or until a successor is elected.

ISSUE/PURPOSE: The first item of business for the Board each calendar year is to elect a Chair. See TAB **A** for procedures.

**III. ELECTION OF VICE-CHAIR**

**A. SUBJECT: ELECTION OF VICE-CHAIR**

**R-FY-13  
ELECTION OF VICE CHAIR  
CALENDAR YEAR 2013**

BE IT RESOLVED, That \_\_\_\_\_ be and hereby is, elected as Vice Chair of the Montgomery County Board of Supervisors for calendar year 2013 or until a successor is elected.

ISSUE/PURPOSE: The Vice Chair is elected and term of office established by the same process as the Chair. See TAB **B** for procedures.

#### **IV. INTO CLOSED MEETING**

BE IT RESOLVED, The Board of Supervisors hereby enters into Closed Meeting for the purpose of discussing the following:

- Section 2.2-3711 (5) Discussion Concerning a Prospective Business or Industry or the Expansion of an Existing Business or Industry Where No Previous Announcement Has Been Made of the Business or Industry's Interest in Locating or Expanding Its Facilities in the Community
1. Project # 2013001
- (3) Discussion or Consideration of the Acquisition of Real Property for Public Purpose, or of the Disposition of Publicly Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body
1. Falling Branch Corporate Park
  2. Texas Hollow Road Property
  3. Courthouse Property
- (7) Consultation with Legal Counsel and Briefings from Staff Members or Consultants Pertaining to Actual or Probable Litigation, Where Such Consultation or Briefing in Open Meeting Would Adversely Affect the Negotiating or Litigating Posture of the Public Body; and Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring Provision of Legal Advice by Such Counsel
1. Fairview Home

#### **V. OUT OF CLOSED MEETING**

BE IT RESOLVED, The Board of Supervisors ends their Closed Meeting to return to Regular Session.

#### **VI. CERTIFICATION OF CLOSED MEETING**

WHEREAS, The Board of Supervisors of Montgomery 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 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of Montgomery County, Virginia 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 conveying the closed meeting were heard, discussed or considered by the Board.

VOTE

AYES

NAYS

ABSENT DURING VOTE

ABSENT DURING MEETING

**VII. INVOCATION**

**VIII. PLEDGE OF ALLEGIANCE**

**IX. ORGANIZATIONAL MATTERS**

**A. SUBJECT: SELECTION OF REGULAR MEETING DATES**

**R-FY-13  
SELECTION OF REGULAR MEETING DATE**

BE IT RESOLVED, That the regular meetings of the Board of Supervisors for calendar year 2013 shall be the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month. The closed session portion of the meeting shall begin at 6:00 p.m., if closed session is required, or at a time prior to or after 6:00 p.m. as notified by the County Administrator, otherwise the meeting shall begin at 7:00 p.m. in the Board Room of the Montgomery County Government Center, 755 Roanoke Street, Christiansburg, Virginia provided that when the regular meeting day of any month falls upon a legal holiday, such regular meeting in such month shall be held on the following business day; and provided further, that the Board of Supervisors may,

by resolution at any meeting, provided that the next following regular meeting shall be a different time or place, and it shall then be the duty of the County Administrator to give timely notice thereof to all members of the Board and to inform the news media.

BE IT FURTHER RESOLVED, That should the Chairman declare that the weather or other conditions are such that it is hazardous for members to attend the regular meeting, the regular meeting shall be continued to the following Monday. The continuance of the regular meeting shall be communicated to the members and the press as promptly as possible.

ISSUE/PURPOSE: The Board is required to assemble at an office building owned by the County or such other public place as the governing body may prescribe at regular session not less than once each month. The Montgomery County Code enables the day(s) and time to be prescribed by resolution of the Board.

Currently, meeting dates are the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month beginning at 6:00 p.m., if a closed session is required, otherwise the meetings begin at 7:00 p.m. at the Montgomery County Government Center.

Currently, should the Chairman declare that weather or other conditions are such that it is hazardous for members to attend meetings, regular meeting is continued to the following Monday.

**B. SUBJECT: RULES OF ORDER AND PARLIAMENTARY PROCEDURES**

**R-FY-13  
RULES OF ORDER AND  
PARLIAMENTARY PROCEDURES**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby adopts the Rules of Order and Parliamentary Procedures for calendar year 2013.

SEE TAB C for a copy of the Rules of Order and Parliamentary Procedures.

ISSUE/PURPOSE: Establish Rules of Order and Parliamentary Procedures for the Board of Supervisors.

C. SUBJECT: CODE OF ETHICS AND STANDARDS OF CONDUCT

R-FY-13  
CODE OF ETHICS AND STANDARDS OF CONDUCT

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby adopts the Code of Ethics and Standards of Conduct for calendar year 2013.

SEE TAB D for a copy of the Code of Ethics and Standards of Conduct.

ISSUE/PURPOSE: Re-adopt the Code of Ethics and Standards of Conduct for the Board of Supervisors.

X. DELEGATIONS

A. Virginia Department of Transportation

Jay Guy, VDOT, will make a presentation updating the Board on the Rt. 11/460 and Rt. 8 studies. TAB E.

B. Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2012

John Aldridge with Brown, Edwards & Company, L.L.P., will present Montgomery County's Comprehensive Annual Financial Report for Fiscal Year ended June 30, 2012.

XI. PUBLIC HEARINGS

A. SUBJECT: BOARD OF SUPERVISORS

The following public hearings were advertised pursuant to law in the "BURGS" Section of the Roanoke Times on December 30, 2012 and January 6, 2013:

1. Fiscal Year 2013-2014 County Budget

**The purpose of this public hearing is to gather citizen comments on the upcoming 2013-2014 fiscal year budget.**

2. Proposed Revenue Recovery Program by the Town of Christiansburg

**Request by the Town of Christiansburg, pursuant to Section 32.1-111.14 of the Code of Virginia, seeking authorization from Montgomery County to allow the Christiansburg Rescue Squad to bill patients and/or insurers for ambulance services under the Town's proposed Revenue Recovery Program. See TAB F for a copy of the proposed resolution.**

**XII. PUBLIC ADDRESS**

**XIII. ADDENDUM**

**XIV. CONSENT AGENDA**

**XV. NEW BUSINESS**

**A. SUBJECT: BOARD OF SUPERVISORS  
ANNUAL APPOINTMENTS TO BOARDS  
AND COMMISSIONS FOR 2013**

**R-FY-13-  
BOARD OF SUPERVISORS ANNUAL APPOINTMENTS TO  
BOARDS AND COMMISSIONS FOR 2013**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the following Supervisors are appointed as representative to the indicated boards and commissions, effective January 1, 2013 and expiring December 31, 2013:

<u>Board/Commission</u>	<u>Supervisor</u>
AFD Advisory Board	_____
Chamber of Commerce Liaison	_____ (Chair) _____ (Vice-Chair)
County/School Liaison	_____ (County Administrator) _____ (Chair)
Economic Development Alliance (NRV)	_____ (County Administrator) _____ (Chair)
Economic Development Commission (Montgomery Regional)	_____
Fairview District Home Board	_____
Fairview Home, Inc. Board of Directors	_____ (County Admin/Designee)
Legislative Liaison	_____

Library Board Liaison \_\_\_\_\_

Metropolitan Planning Organization (MPO) \_\_\_\_\_ (Board Member)  
 \_\_\_\_\_ (Alternate)  
 \_\_\_\_\_ (County Administrator)

Montgomery County Improvement Council (MCIC) \_\_\_\_\_

Parks & Recreation Commission Liaison \_\_\_\_\_

Planning Commission Liaison \_\_\_\_\_  
 \_\_\_\_\_ (Alternate)

Resource Conservation and Development District (RC&D) \_\_\_\_\_

Road Viewers Board \_\_\_\_\_ (All Board Members)

School Board Liaison \_\_\_\_\_  
 \_\_\_\_\_ (Alternate)

Transportation Safety Commission \_\_\_\_\_

Virginia Tech Liaison \_\_\_\_\_ (County Administrator)

BE IT FURTHER RESOLVED, That employees appointed to boards/commissions/authorities as a representative for Montgomery County, such appointment is contingent upon their continued employment with the County and that any such termination or resignation from employment would also constitute a voluntary resignation from such board/commission/authority.

BE IF FURTHER RESOLVED, The expiration of a Board of Supervisors term in office shall constitute a voluntary resignation from any board/commission/authority appointment as a representative of Montgomery County.

JUSTIFICATION: See TAB   **J**   for a copy of last year's appointments.

All boards/commissions listed above are annual appointments. The appointments for the Home Consortium Board and the Workforce Investment Consortium Board have been removed and the appointments will be made by separate resolutions.



**JUSTIFICATION:**

In the past, this has been an annual appointment by the BoS. Although the Consortium Board bylaws state ... “The length of the term for each Representative is determined by the appointing Member Jurisdiction...”, the Chair of the Consortium Board is asking that participating jurisdictions consider appointing someone to the Consortium Board for their term of elected office as opposed to a one or two year term. Local requirements under the law are very complex and it takes a new member two or more years to become knowledgeable of requirements.

Because Supervisor Bill Brown’s current term on the BoS ends on December 31, 2015, the appointment resolution listed above expires on that same date.

See TAB **K** for a copy of a memo from the Chair of the Consortium Board, and a copy of the Consortium Board bylaws.

**XVI. INTO WORK SESSION**

BE IT RESOLVED, The Board of Supervisors hereby enters into Work Session for the purpose of discussing the following:

1. FY 14 Revenue Estimates
2. Update on the State Budget (TAB **L**)

**XVII. OUT OF WORK SESSION**

BE IT RESOLVED, The Board of Supervisors ends their Work Session to return to Regular Session.

**XVIII. COUNTY ATTORNEY’S REPORT**

**XIX. COUNTY ADMINISTRATOR’S REPORT**

## **XX. BOARD MEMBERS' REPORT**

1. Supervisor Creed
2. Supervisor Perkins
3. Supervisor Brown
4. Supervisor Biggs
5. Supervisor Tuck
6. Supervisor Gabriele
7. Supervisor Politis

## **XXI. OTHER BUSINESS**

## **XXII. ADJOURNMENT**

### **FUTURE MEETINGS**

Adjourned Meeting  
Monday, January 28, 2013  
6:00 p.m. – Closed Meeting Items  
7:00 p.m. Regular Agenda

Regular Meeting  
Monday, February 11, 2013  
6:00 p.m. – Closed Meeting Items  
7:00 p.m. Regular Agenda

Adjourned Meeting  
Monday, February 25, 2013  
6:00 p.m. – Closed Meeting Items  
7:00 p.m. Regular Agenda