



Town of Farmville

Town Council

March 8, 2023 at 7:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

- 1. Call to Order and Welcome Guests**
- 2. Invocation - The Lord's Prayer**
- 3. Pledge of Allegiance led by Vice-Mayor Reid**
- 4. Roll Call**
- 5. Public Hearing - Ordinance No. 220 - Amending Section 29-23(a) of the Floodplain Overlay District**
 - a. Public Hearing Notice
 - b. Public Hearing Sign-up Sheet
- 6. Public Comment Period - Please Limit Comments to Three Minutes**
 - a. Public Comment Sign-up Sheet
- 7. Presentation: Proposed FY2023-2024 Town Budget**
- 8. Request Approval of the Consent Agenda**
 - a. Draft Minutes of the 2023-02-01 Work Session and 2023-02-08 Regular Council Meeting
- 9. Request Approval of the Finance Report**
 - a. Finance Report
- 10. New Business**
 - a. Request Adoption of Ordinance No. 220 - Amending Section 29-23(a) of the Floodplain Overlay District
 - b. Request Approval of FY2023-2024 Local Choice Health Insurance Rates
- 11. Staff Reports**
- 12. Comments by the Mayor and Members of Town Council**

Brian R. Vincent
Mayor

Mary H. McKay
Clerk of Council



COUNCIL
A. D. "Chuckie" Reid
Adam B. Yoelin
Daniel E. Dwyer
Donald L. Hunter
John Hardy
Sallie O. Amos
Tommy Pairt

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing on Wednesday, March 8, 2023, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Ordinance No. 220 – to amend Section 29-23(a) of the Floodplain Overlay District.**

The full text of the proposed ordinance amendment is available by contacting the Clerk of Council at (434) 392-9465 and online at www.farmvilleva.com.

The Farmville Town Council will consider the amendment following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided with a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, March 8, 2023.

Questions and comments related to the public hearing may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodation, please contact C. Scott Davis, LP.D., Town Manager, at (434)392-5686, prior to the meeting.



PUBLIC HEARING COMMENTS
Town Council Meeting
March 8, 2023
Guests Sign Up Sheet

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



PUBLIC COMMENTS
Town Council Meeting
March 8, 2023
Guests Sign Up Sheet
(Please limit comments to three minutes)

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



Town of Farmville

Agenda Item Summary

MEETING DATE: March 8, 2023

ITEM NUMBER: 8.a. – Draft Minutes of the 2023-02-01 Work Session and 2023-02-08 Regular Council Meeting

BACKGROUND:

RECOMMENDATION: Approve the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2023-02-01 Work Session Minutes-DRAFT
2. 2023-02-08 Regular Council Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON FEBRUARY 1, 2023

At the regular work session of the Farmville Town Council held on Wednesday, February 1, 2023, at 11:00 AM, in the Council Chamber of the Town Hall, 116 North Main Street, Farmville, Virginia, there were present Mayor B.R. Vincent, presiding, and Council members D.E. Dwyer, T.M. Pairet, A.D. Reid, S.O. Amos, J.F. Hardy and A.B. Yoelin.

Staff present were Town Manager C. Scott Davis, Finance Director Julie Moore, Deputy Police Chief and Captain William Hogan, Community Development Director Lee Pambid, Deputy Finance Director Carol Anne Seal, IT Support Ashley Atkins-Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Vincent called the meeting to order.

The Clerk called the roll, noting Council member D.L. Hunter as absent.

PRESENTATION: ABM PROPOSAL

Town Manager introduced Chrissy Sherriff and Whit Blake from ABM Building Solutions, LLC, who also provided a presentation at the January 11, 2023 Regular Council meeting. Additional information on the proposed infrastructure improvement project was provided to the Council from feedback and questions received from their earlier presentation. Ms. Sherriff reviewed the methodology used to understand the town's current utilities and energy consumption and provided a review of the program that could create funding towards needed infrastructure improvements. Mr. Blake reported on the details of an advanced metering infrastructure (AMI) upgrade to the water meter system which would eliminate the need to manually read the meters. Benefits of an AMI upgrade could be a customer portal and alarms that are triggered by excess water usage. Mr. Blake advised ABM's team would be managing and performing the work in coordination with the town's public works department. There were several inquiries from Council members with some discussion held. Ms. Sherriff reviewed in detail the water and energy estimated savings from the preliminary study completed. The Town Manager noted a partial asset management plan for buildings could be provided as part of the project. Mr. Blake provided a review of the potential costs to the town. Additional discussion was held. An agreement will be presented for Council's consideration at the February 8, 2023 Regular Council meeting.

PLANNED UNIT DEVELOPMENT PRESENTATION/DISCUSSION

Town Manager reported on the phased approach in providing information on planned unit developments (PUD). Community Development Director Lee Pambid provided a review of the overall PUD process and advised there will be a high level of project and application vetting throughout the planning and development process. Mr. Pambid outlined the stages for a planned unit development ordinance. He noted also the input received during a Community Information Session held at the Moton Museum on January 12, 2023. An additional Community Information Session is scheduled for Monday, February 13, 2023, at 6:00 PM, at the Moton Museum. As a reminder of the upcoming information session, flyers have been placed with the Town's utility bill notices, a newspaper advertisement will be placed, and the event will be posted on social media. Mr. Pambid concluded his presentation by offering the desired outcomes of a Farmville planned unit development process.

OVERVIEW OF RESOLUTION NO. 2023-02-03 – CONDITIONAL USE PERMIT TO ALLOW ONE STORY, 116 UNIT, SELF-STORAGE BUILDING

Community Development Director Lee Pambid offered thanks to Ashley Atkins-Austin for her work on this conditional use permit. Mr. Pambid advised this is for a one-story 116-unit, 20,000 sq. ft. building that will be in the parking lot in front of the existing AA Storage. Highlights from the staff report provided to Council were reviewed.

Councilman Yoelin made an inquiry regarding the watering needs for the project's new landscaping and there being no water supply to the proposed building. Mr. Pambid reported on the landscaping requirements in the zoning ordinance. As irrigation is not a requirement, the landowner may have trees replaced by warranty, as most ornamental and shade trees have a one-year warranty. Afterwards, if the trees start to die, the town may state the requirement to have the trees replaced as part of the ordinance.

Town Manager advised the new building official will not be in attendance at the February 8, 2023 Regular Council meeting due to a scheduled training. According to the state building code, a building official will need to be appointed. Community Development Director Lee Pambid introduced Nicholas Bowles to Town Council.

MONTHLY FINANCIAL REPORT

Finance Director Julie Moore presented an overview of the Financial Reports with percentages and amounts of revenue collected. Expense amounts were reviewed within the Public Safety, Public Works, Water/Sewer and Airport Funds. Ms. Moore reported that the policy states the Town Manager can approve department budget transfers. Council members were provided a copy of the budget transfers for review. The Accounts Receivable report included a review of potential write offs:

- Real Estate taxes that need to be written off from TAC's (Taxing Authority Consulting Services) tax sale and uncollectible taxes in the amount of \$30,458.
(\$209.41 in Real Estate Taxes including penalties and interest and \$30,248.64 in Liens)
- Utility accounts in the amount of \$18,485. (\$8,390.43 in bankrupt utility accounts and \$10,095.32 in uncollectible 2018 utility accounts)

A proposed amendment to the town's procurement policy was mentioned. Inquiries were made from other localities on threshold amounts. The proposed increases to the procurement thresholds were reviewed.

Council was provided a report on a proposed ordinance for participation in the Virginia Investment Pool which offers another alternative for long-term and short-term investments. Options for the earnings from investing will be brought forward to future Council meetings.

DISCUSSION OF COMMITTEES

Council previously tabled a discussion on the elimination of committees and the topic has been brought forward again. All Council members could receive information together at the same time, have discussion and with all being informed, move into a full council meeting. Mayor Vincent noted the charter makes no reference to committees and that special committees may be set as needed to address any issues should they arise. Committee information could be brought forward to the full council at a work session. Mr. Reid recommended that committees be disbanded and the full council work as one with everyone being in agreement. A discussion was held on the date and time for work session meetings. Council agreed to move forward with the work sessions being held at 6:00 PM on the first Wednesday of each month.

APPOINTMENTS TO THE FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

On a motion by Mr. Reid, seconded by Mr. Pairet, and with a recorded vote of Council members Reid, Amos, Hardy, Yoelin, Dwyer, and Pairet voting “yes”, a motion was approved to appoint Jason Matyus and Jason Hatfield to the Farmville Industrial Development Authority.

BACKGROUND:

There are two vacancies for the Farmville Industrial Development Authority with replacements to be named. A resignation was received by Cindy Cave on November 9, 2022. Ms. Cave has an unexpired term of 02/28/2024. Cory Wingo’s resignation was received on January 30, 2023. His unexpired term is 02/28/2026.

There being no other business and on a motion by Mr. Pairet, seconded by Mrs. Amos, with all in favor stating “aye”, the meeting adjourned at 12:55 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON FEBRUARY 8, 2023

At the regular meeting of the Farmville Town Council held on Wednesday, February 8, 2023, at 7:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present: Mayor B.R. Vincent, presiding, and Council members D.E. Dwyer, D.L. Hunter, T.M. Pairet, A.D. Reid, S.O. Amos, J.F. Hardy and A.B. Yoelin.

The staff members present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Chief of Police Andy Ellington, Finance Director Julie Moore, Community Development Director Lee Pambid, Public Works Director Robin Atkins, Fire Chief Daniel Clark, IT Support Ashley Atkins-Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Vincent called the meeting to order and welcomed all guests including Dr. Eric Hodges' Introduction to American Government class from Longwood University, who were in attendance. An acknowledgement was made of the passing of Wanda Whitus, former President of the Farmville Chamber of Commerce and wife of former mayor, David Whitus. A moment of silence was offered in her honor.

The Lord's Prayer was recited, followed by the Pledge of Allegiance led by Vice-Mayor Reid.

The Clerk called the roll noting all Council members were present.

PUBLIC HEARING – RESOLUTION 2023-02-03 CONDITIONAL USE PERMIT TO ALLOW ONE-STORY, 116 UNIT, SELF-STORAGE BUILDING

With no one signed up or wishing to speak, the Public Hearing was closed.

PUBLIC COMMENT PERIOD

Joni Beachly with the Farmville Downtown Partnership (FDP) was present to address the Council. The organization's work plan was distributed to the Council for review. Ms. Beachly mentioned a scheduled fundraising event in August 2023, and noted the FDP is a non-profit organization whose goal is to invest in the community. A recent feasibility grant award and an additional grant application were mentioned that will be used to help purchase a couple of buildings on Main Street.

REQUEST APPROVAL OF THE CONSENT AGENDA

On motion by Mr. Hunter, seconded by Mr. Dwyer, and with all Council members voting "aye", the consent agenda was approved as presented. The consent agenda includes the draft minutes of the Regular Council meeting held on January 11, 2023.

REQUEST APPROVAL OF THE FINANCE REPORT

Mr. Pairet made a motion to approve the Finance Report, seconded by Mr. Reid, and with a recorded vote of Council members Pairet, Reid, Amos, Hardy, Yoelin, Dwyer, and Hunter voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by Finance Director Julie Moore. The General Fund increased by \$1,070,013.95, with most of this increase due to the sale of the Farmville Golf Course. ARPA funds decreased by \$911,607.85 due to the prepayment of the new fire truck. \$34,709.24 was earned from the Local Government Investment Pool (LGIP), with a total of \$152,839.87 earned since investing with LGIP.

REQUEST APPOINTMENT OF TOWN OF FARMVILLE BUILDING OFFICIAL

Mr. Reid made a motion to appoint Nicholas Bowles as the Building Official for the Town of Farmville, seconded by Mrs. Amos, and with a recorded vote of Council members Reid, Amos, Hardy, Yoelin, Dwyer, Hunter and Pairet voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Nicholas Bowles was introduced to the Council as the new building official at the February 1, 2023 Work Session. According to the state building code, Council needs to make an appointment for the position.

REQUEST ADOPTION OF RESOLUTION NO. 2023-02-01, TRANSFERRING FUNDS FROM THE TRANSPORTATION FUND CONTINGENCY TO THE TRANSPORTATION FUND

Mr. Pairet made a motion, seconded by Mr. Hunter, to adopt Resolution No. 2023-02-01, Transferring Funds from the Transportation Fund Contingency to the Transportation Fund, and with a recorded vote of Council members Amos, Hardy, Yoelin, Dwyer, Hunter, Pairet and Reid voting “yes”, the motion passed.

BACKGROUND: Finance Director Julie Moore provided a verbal report. In the 2022-2023 budget, \$171,904.00 was allocated in the Transportation Fund for the purchase of two new buses. Since that time, the price of the buses has increased to \$261,902.00. A transfer of an additional \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund is needed to purchase the two buses.

Resolution #2023-02-01

To amend the Transportation Fund under the Unrestricted Funds Account for the fiscal year beginning July 1, 2022 and ending June 30, 2023. To transfer funds in the amount of \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund. The purpose of the transfer, \$89,998.00 is for additional funds needed to purchase two new buses.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

That a transfer of funds in the amount of \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund, be and hereby authorized for additional funds needed to purchase two new buses.

1. That this resolution shall be in full force and effect upon its passage.

Approved:

Mayor

Attest: _____

Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam B. Yoelin _____.

**REQUEST ADOPTION OF RESOLUTION NO. 2023-02-02, AUTHORIZING WRITE-OFFS
OF AMOUNTS FOR REAL ESTATE TAX, LIENS, AND UTILITIES RECEIVABLES**

Mr. Dwyer made a motion, seconded by Mr. Hunter, to adopt Resolution No. 2023-02-02, Authorizing the Finance Director to write off \$209.41 in Real Estate Taxes including penalties and interest, \$30, 248.64 in Liens, \$8,390.43 in bankrupt utility accounts and \$10,095.32 in uncollectible 2018 utility accounts, and with a recorded vote of Council members Dwyer, Hunter, Pairet, Reid, Amos, Hardy and Yoelin voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by Finance Director Julie Moore. Proposed amounts to be written off were reviewed at the February 1, 2023 Work Session. These consist of Real Estate taxes that need to be written off from Taxing Authority Consulting Services (TACS) tax sale and uncollectible taxes. Also, two bankrupt utility accounts and the 2018 uncollectible utility accounts need to be written off. The amounts to be written off are \$209.41 in Real Estate Taxes including taxes and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts.

Resolution No. 2023-02-02

Authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council.

WHEREAS, the Farmville Town Council Work Session at its regular meeting, on February 1, 2023, reviewed the delinquent real estate taxes, liens and utility accounts; and

WHEREAS, authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council; and

WHEREAS, the combined total for the uncollectible Real Estate Taxes, Liens, Bankrupt Utility accounts and uncollectible 2018 Utility accounts are \$48,943.80; and

WHEREAS, it has been verified that the Real Estate Taxes and Utility Accounts are uncollectible.

BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

1. Authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council.
2. That this Resolution shall be in full force and effect upon its approval.

Approved: _____

Mayor

Attest: _____

Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairat _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

REQUEST ADOPTION OF RESOLUTION NO. 2023-02-03, CONDITIONAL USE PERMIT TO ALLOW ONE-STORY, 116 UNIT, SELF-STORAGE BUILDING

A Public Hearing was held on the proposed resolution earlier in the meeting. The Town Manager provided an update. The agenda item was deferred until an issue is resolved between two different property owners. There appears to be a deed restriction on one of the properties.

REQUEST APPROVAL OF THE PLANNING COMMISSION 2022 ANNUAL REPORT

Mr. Pairet made a motion, seconded by Mr. Hunter, to approve the Planning Commission 2022 Annual Report, and with all Council members voting “aye”, the motion passed.

BACKGROUND: Section 15.2-2221 of the Code of Virginia states: *A planning commission shall make recommendations and an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction.*

REQUEST APPROVAL OF THE FARMVILLE AREA BUS TRANSIT DEVELOPMENT PLAN

Mr. Pairet made a motion, seconded by Mr. Hunter, to approve the Farmville Area Bus Transit Development Plan, and with a recorded vote of Council members Yoelin, Dwyer, Hunter, Pairet, Reid, Amos and Hardy voting “yes”, the motion passed.

BACKGROUND: Town Manager provided a verbal report. The Department of Rail and Public Transportation requires an approved Transit Development Plan every six years. Some discussion was held on the possible installation of Automatic Vehicle Location (AVL) equipment for the bus system to allow tracking of the bus line schedules. Some estimated costs were reported by the Town Manager and an inquiry was made by Mr. Hunter about available grant funding. The Transit Manager will be asked to follow up on any grant opportunities. Mayor Vincent noted a previous conversation with the Town Manager about the possibility of utilizing electric buses in the future with significant costs reported.

REQUEST ADOPTION OF ORDINANCE NO. 219, AUTHORIZING PARTICIPATION IN THE VACO/VML VIRGINIA INVESTMENT POOL

Mrs. Amos made a motion, seconded by Mr. Hunter, to adopt Ordinance No. 219, Authorizing Participation in the VACO/VML Virginia Investment Pool, and with a recorded vote of Council members Pairet, Reid, Amos, Hardy, Yoelin, Dwyer and Hunter voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Council was provided an overview of the proposed ordinance at the February 1, 2023 Work Session. This ordinance would allow participation in the Virginia Investment Pool which offers another alternative for long-term and short-term investments.

Ordinance No. 219

**AN ORDINANCE TO AUTHORIZE PARTICIPATION BY THE TOWN OF FARMVILLE,
VIRGINIA IN THE VACO/VML VIRGINIA INVESTMENT POOL FOR THE PURPOSE OF
INVESTING IN ACCORDANCE WITH SECTION
2.2-4501 *et seq.* AND 15.2-1300 OF THE VIRGINIA CODE.**

WHEREAS, Va. Code § 15.2-1500 provides, in part, that every locality shall provide for all the governmental functions of the locality, including without limitation, the organization of all departments, offices, boards, commissions and agencies of government, and the organizational structure thereof, which are necessary to carry out the functions of government; and

WHEREAS, the Investment of Public Funds Act (Va. Code §§ 2.2-4500 through 2.2-4519) lists the eligible categories of securities and investments in which municipal corporations, other political subdivisions and other public bodies are authorized to invest funds belonging to them or within their control; and

WHEREAS, Section 15.2-1300 of the Virginia Code provides that any power, privilege or authority exercised or capable of exercise by any political subdivision of the Commonwealth of Virginia may be exercised and enjoyed jointly with any other political subdivision having a similar power, privilege or authority pursuant to agreements with one another for joint action in accordance with the provisions of that Code section; and

WHEREAS, the City of Chesapeake, Virginia and the City of Roanoke, Virginia have jointly established and are participating in the Virginia Investment Pool Trust Fund (the "Trust Fund"), also known as the "VACo/VML Virginia Investment Pool," and have provided in their

trust agreement for participation by other eligible governmental entities that execute a trust joinder agreement; and

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WHEREAS, it appearing to the Town Council of the Town of Farmville that it is in the best interests of the Town of Farmville to become a Participating Political Subdivision in the Trust Fund;and

WHEREAS, the chief investment officer of the Town of Farmville, has the authority and responsibility under Virginia law to determine the manner in which public funds other than sinking funds under his/her control will be invested;

NOW, THEREFORE THE TOWN COUNCIL OF THE TOWN OF FARMVILLE HEREBY ORDAINS:

§ 1 That, pursuant to Sections 2.2-4501 *et seq.* and 15.2-1300 of the Virginia Code, the Town Council of the Town of Farmville hereby establishes a trust for the purpose of investing funds, other than sinking funds, determined to derive the most benefit from this investment strategy, in investments authorized under the Investment of Public Funds Act, jointly with other participating political subdivisions and public bodies in the Trust Fund. A copy of the Virginia Investment Pool Trust Fund Agreement (the "Trust Fund Agreement") is attached and incorporated in this ordinance as Exhibit A.

§ 2 That the Town of Farmville agrees to become a "Participating Political Subdivision" in the Trust Fund, as further defined in the Agreement.

§ 3 That the Town Council of the Town of Farmville does hereby designate the chief investment officer of the Town of Farmville to serve as the trustee of the Town of

Farmville with respect to the Trust Fund, and to determine what funds under his/her control shall be invested in the Trust Fund.

§ 4 That the Town Council of the Town of Farmville hereby authorizes the chief investment officer to execute and deliver the Trust Joinder Agreement for Participating Political

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Subdivisions under the Virginia Investment Pool Trust Fund ("Trust Joinder Agreement"), a copy of which is attached and incorporated in this ordinance as Exhibit B.

§5 This ordinance shall become effective upon its adoption.

Exhibits: Trust Fund Agreement ("Exhibit A")
Trust Joinder Agreement ("Exhibit B")

REQUEST APPROVAL FOR THE TOWN MANAGER TO SIGN A LETTER OF INTENT WITH ABM BUILDING SOLUTIONS, LLC.

Mr. Hunter made a motion, seconded by Mr. Hardy, authorizing the Town Manager to sign a letter of intent with ABM Building Solutions, LLC., and with a recorded vote of Council members Hardy, Yoelin, Dwyer, Hunter, Pairet, Reid and Amos voting "yes", the motion passed.

BACKGROUND: Chrissy Sherriff and Whit Blake of ABM Building Solutions, LLC. provided a presentation at the January 11, 2023 Regular Council meeting from a preliminary study completed in fall 2022. A proposal for an in-depth analysis was described at the February 1, 2023 Work Session offering more insight into ABM's infrastructure improvement program.

REQUEST APPROVAL OF AN AMENDMENT TO THE TOWN OF FARMVILLE PROCEDURES FOR PURCHASING AND PROCUREMENT MANUAL

Mr. Pairet made a motion, seconded by Mr. Reid, approving an amendment to the Town of Farmville Purchasing and Procurement Manual, and with a recorded vote of Council members Amos, Hardy, Yoelin, Dwyer, Hunter, Pairet and Reid voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Finance Director Julie Moore provided an overview of the proposed policy amendment at the February 1, 2023 Work Session. After making inquiries from other localities on threshold amounts, an increase in the town’s procurement thresholds is being proposed.

STAFF REPORTS

Town Manager acknowledged Community Development Director Lee Pambid’s attendance of his last Farmville Town Council meeting as he has accepted a position as Deputy County Administrator for Accomack County, VA.

COMMENTS BY THE MAYOR AND MEMBERS OF TOWN COUNCIL

Mayor recognized Public Works Director Robin Atkins and the department for all their efforts of pipe repair during the recent freezing temperatures.

Mr. Pairet made a motion to adjourn, seconded by Mr. Hunter, and with all Council members stating “aye”, the meeting adjourned at 7:29 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: March 8, 2023

ITEM NUMBER: 9.a. – Finance Report

BACKGROUND: Verbal Report by Finance Director Julie Moore.

RECOMMENDATION: Approve the Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS: None



Town of Farmville

Agenda Item Summary

MEETING DATE: March 8, 2023

ITEM NUMBER: 10.a. – Request Adoption of Ordinance No. 220 - Amending Section 29-23(a) of the Floodplain Overlay District

BACKGROUND: Verbal report by the Town Manager.

Proposed Ordinance No. 220 was discussed at the March 1, 2023 Work Session. A review of the proposed changes was provided by Interim Community Development Director Ashley Atkins-Austin.

RECOMMENDATION: Adopt Ordinance No. 220 - Amending Section 29-23(a) of the Floodplain Overlay District

FISCAL IMPACT:

ATTACHMENTS:

1. ORDINANCE NO 220

ORDINANCE NO. 220

Amending Section 29-23(a) of Article III of Chapter 29 – Zoning and Subdivision, by establishing floodplain districts, by requiring the issuance of permits for development, and by providing factors and conditions for variances to the terms of the ordinance.

WHEREAS, the Town Council of the Town of Farmville has considered the Town of Farmville Planning Commission’s recommendation to amend Section 29-23(a) of Article III of Chapter 29 – Zoning and Subdivision, by establishing floodplain districts, by requiring the issuance of permits for development, and by providing factors and conditions for variances to the terms of the ordinance; and

WHEREAS, the Town Council of the Town of Farmville has duly advertised a public hearing on this matter in The Farmville Herald, and held a public hearing on March 8, 2023; and

WHEREAS, the Town Council of the Town of Farmville, in accordance with the Code of Virginia, shall from time to time make changes to zoning ordinances or any amendment of an ordinance; and

NOW, THEREFORE, BE IT ORDAINED, the Town Council of the Town of Farmville amend Section 29-23(a) of Article III of Chapter 29 – Zoning and Subdivision, by establishing floodplain districts, by requiring the issuance of permits for development, and by providing factors and conditions for variances to the terms of the ordinance in the Town Code as follows:

Sec. 29-23. Special and overlay district regulations.

(a) Floodplain overlay district.

(1) Statutory Authorization, ~~Purpose~~Purpose, and Intent.

Va. Code § 15.2-2283 specifies that zoning ordinances shall be for the general purpose of promoting the health, safety, or general welfare of the public and of further accomplishing the objectives of § 15.2-2200 which encourages localities to improve the public health, safety, convenience, and welfare of their citizens. To these ends, flood ordinances shall be designed to provide for safety from flood, to facilitate the provision of flood protection, and to protect against loss of life, health, or property from flood.

In accordance with these directed provisions, this ordinance is specifically adopted pursuant to the authority granted to localities by Va. Code § 15.2 - 2280.

The purpose of these provisions is to prevent the loss of life and property, the creation of health and safety hazards, the disruption of commerce and governmental services, the extraordinary and unnecessary expenditure of public funds for flood protection and relief, and the impairment of the tax base by:

- a. Regulating uses, activities, and development which, alone or in combination with other existing or future uses, activities, and development, will cause unacceptable increases in flood heights, velocities, and frequencies.
- b. Restricting or prohibiting certain uses, activities, and development from locating within districts subject to flooding.

- c. Requiring all those uses, activities, and developments that do occur in flood-prone districts to be protected and/or floodproofed against flooding and flood damage.
 - d. Protecting individuals from buying land and structures which are unsuited for intended purposes because of flood hazards.
- (2) *Applicability.* These provisions shall apply to all lands within the jurisdiction of town and identified as being in the one-hundred-year floodplain by the Federal Emergency Management Agency (FEMA).
- (3) *Compliance and liability.*
- a. No land shall hereafter be developed, and no structure shall be located, relocated, constructed, reconstructed, enlarged, or structurally altered except in full compliance with the terms and provisions of this article and any other applicable ordinances and regulations which apply to uses within the jurisdiction of this article.
 - b. The degree of flood protection sought by the provisions of this article is considered reasonable for regulatory purposes and is based on acceptable engineering methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by manmade or natural causes, such as ice jams and bridge openings restricted by debris. This article does not imply that districts outside the floodplain district, or that land uses permitted within such district will be free from flooding or flood damages.
 - c. Records of actions associated with administering this section shall be kept on file and maintained by the zoning administrator or other appointed official.
 - d. This section shall not create liability on the part of the Town or any officer or employee thereof for any flood damages that result from reliance on this section or any administrative decision lawfully made thereunder.
- (4) *Abrogation and greater restrictions.* This section supersedes any article or section currently in effect in flood-prone districts. However, any underlying section shall remain in full force and effect to the extent that its provisions are more restrictive than this section.
- (5) *Penalty for violations.* Any person who fails to comply with any of the requirements or provisions of this district or directions of the zoning administrator or any authorized employee of the town shall be guilty of a misdemeanor of the first class and subject to the penalties as outlined in the administration chapter of this chapter and the fee schedule as amended by town council.

(b) Designation of the Floodplain Administrator

- (1) ***The Floodplain Administrator is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator. The Floodplain Administrator may:***
- a. ***Do the work themselves. In the absence of a designated Floodplain Administrator, the duties are conducted by the Farmville chief executive officer.***

- b. Delegate duties and responsibilities set forth in these regulations to qualified technical personnel, plan examiners, inspectors, and other employees.*
 - c. Enter into a written agreement or written contract with another community or private sector entity to administer specific provisions of these regulations. Administration of any part of these regulations by another entity shall not relieve the community of its responsibilities pursuant to the participation requirements of the National Flood Insurance Program as set forth in the Code of Federal Regulations at 44 C.F.R. Section 9.22.*
- 2) Duties and Responsibilities of the Floodplain Administrator. The duties and responsibilities of the Floodplain Administrator shall include but are not limited to:*
- a. Review applications for permits to determine whether proposed activities will be located in the Special Flood Hazard Area (SFHA).*
 - b. Interpret floodplain boundaries and provide available base flood elevation and flood hazard information.*
 - c. Review applications to determine whether proposed activities will be reasonably safe from flooding and require new construction and substantial improvements to meet the requirements of these regulations.*
 - d. Review applications to determine whether all necessary permits have been obtained from the Federal, State, or local agencies from which prior or concurrent approval is required; in particular, permits from state agencies for any construction, reconstruction, repair, or alteration of a dam, reservoir, or waterway obstruction (including bridges, culverts, structures), any alteration of a watercourse, or any change of the course, current, or cross section of a stream or body of water, including any change to the 100-year frequency floodplain of free-flowing non-tidal waters of the State.*
 - e. Verify that applicants proposing an alteration of a watercourse have notified adjacent communities, the Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management), and other appropriate agencies (VADEQ, USACE), and have submitted copies of such notifications to FEMA.*
 - f. Advise applicants for new construction or substantial improvement of structures that are located within an area of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act that Federal flood insurance is not available on such structures; areas subject to this limitation are shown on Flood Insurance Rate Maps as Coastal Barrier Resource System Areas (CBRS) or Otherwise Protected Areas (OPA).*
 - g. Approve applications and issue permits to develop in flood hazard areas if the provisions of these regulations have been met, or disapprove applications if the*

provisions of these regulations have not been met.

- h. Inspect or cause to be inspected, buildings, structures, and other development for which permits have been issued to determine compliance with these regulations or to determine if non-compliance has occurred or violations have been committed.*
- i. Review Elevation Certificates and require incomplete or deficient certificates to be corrected.*
- j. Submit to FEMA, or require applicants to submit to FEMA, data and information necessary to maintain FIRMs, including hydrologic and hydraulic engineering analyses prepared by or for Farmville, within six months after such data and information becomes available if the analyses indicate changes in base flood elevations.*
- k. Maintain and permanently keep records that are necessary for the administration of these regulations, including:*
 - i. Flood Insurance Studies, Flood Insurance Rate Maps (including historic studies and maps and current effective studies and maps), and Letters of Map Change; and*
 - ii. Documentation supporting issuance and denial of permits, Elevation Certificates, documentation of the elevation (in relation to the datum on the FIRM) to which structures have been floodproofed, inspection records, other required design certifications, variances, and records of enforcement actions taken to correct violations of these regulations.*
- l. Enforce the provisions of these regulations, investigate violations, issue notices of violations or stop work orders, and require permit holders to take corrective action.*
- m. Advise the Board of Zoning Appeals regarding the intent of these regulations and, for each application for a variance, prepare a staff report and recommendation.*
- n. Administer the requirements related to proposed work on existing buildings:*
 - i. Make determinations as to whether buildings and structures that are located in flood hazard areas and that are damaged by any cause have been substantially damaged.*
 - ii. Make reasonable efforts to notify owners of substantially damaged structures of the need to obtain a permit to repair, rehabilitate, or reconstruct. Prohibit the non-compliant repair of substantially damaged buildings except for*

temporary emergency protective measures necessary to secure a property or stabilize a building or structure to prevent additional damage.

- o. Undertake, as determined appropriate by the Floodplain Administrator due to the circumstances, other actions which may include but are not limited to: issuing press releases, public service announcements, and other public information materials related to permit requests and repair of damaged structures; coordinating with other Federal, State, and local agencies to assist with substantial damage determinations; providing owners of damaged structures information related to the proper repair of damaged structures in special flood hazard areas; and assisting property owners with documentation necessary to file claims for Increased Cost of Compliance coverage under NFIP flood insurance policies.*
- p. Notify the Federal Emergency Management Agency when the corporate boundaries of Farmville have been modified and:*
 - i. Provide a map that clearly delineates the new corporate boundaries or the new area for which the authority to regulate pursuant to these regulations has either been assumed or relinquished through annexation; and*
 - ii. If the FIRM for any annexed area includes special flood hazard areas that have flood zones that have regulatory requirements that are not set forth in these regulations, prepare amendments to these regulations to adopt the FIRM and appropriate requirements, and submit the amendments to the governing body for adoption; such adoption shall take place at the same time as or prior to the date of annexation and a copy of the amended regulations shall be provided to Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) and FEMA.*
- q. Upon the request of FEMA, complete and submit a report concerning participation in the NFIP which may request information regarding the number of buildings in the SFHA, number of permits issued for development in the SFHA, and number of variances issued for development in the SFHA.*
- r. It is the duty of the Community Floodplain Administrator to take into account flood, mudslide and flood-related erosion hazards, to the extent that they are known, in all official actions relating to land management and use throughout the entire jurisdictional area of the Community, whether or not those hazards have been specifically delineated geographically (e.g. via mapping or surveying).*

(b)(c) *Description of districts.*

- (1) Basis of districts.* The various floodplain districts shall include areas subject to inundation by waters of the one-hundred-year-flood. The basis for the delineation of

these districts shall be the flood insurance study (FIS) and the flood insurance rate maps (FIRM) for the town prepared by the Federal Emergency Management Agency, Federal Insurance Administration, dated ~~October 2, 2009~~ **April 19, 2023**, as amended **and any subsequent revisions or amendments thereto.**

The boundaries of the Special Flood Hazard Area (SFHA) Districts are established as shown on the FIRM which is declared to be a part of this ordinance and which shall be kept on file at the Farmville offices.

- a. The floodway ***district is in an AE Zone and*** is delineated, for purposes of this article, using the criterion that certain areas within the floodplain must be capable of carrying the waters of the one-hundred-year flood without increasing the water surface elevation of that flood more than one (1) foot at any point. The areas included in this district are specifically defined in the above-referenced flood insurance study and shown on the accompanying flood boundary and floodway map or flood insurance rate map.

The following provisions shall apply within the Floodway District of an AE zone:

- 1. Within any floodway area, no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed encroachment will not result in any increase in flood levels within the community during the occurrence of the base flood discharge. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently-accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the Floodplain Administrator.***
- 2. Development activities which increase the water surface elevation of the base flood may be allowed, provided that the applicant first applies – with Farmville’s endorsement – for a Conditional Letter of Map Revision (CLOMR), and receives the approval of the Federal Emergency Management Agency.***
- 3. If Section 29-23.a.c.1.a.1 is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Section 29-23.a.i.1.***
- 4. The placement of manufactured homes (mobile homes) is prohibited, except in an existing manufactured home (mobile home) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring, elevation, and encroachment standards are met.***

- b. The special floodplain district shall be those areas identified as an AE zone on the maps accompanying the flood insurance study for which one hundred-year flood elevations have been provided.
- c. The approximated floodplain district shall be those areas identified as an A zone on the maps accompanying the flood insurance study. In these zones, no detailed flood profiles or elevations are provided, but the one hundred-year floodplain has been approximated. For these areas, the one-hundred-year flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific one-hundred-year flood elevation cannot be determined for this area, using other sources of data, such as the United States Army Corps of Engineers Floodplain Information Reports, United States Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development, and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, and computations shall be submitted in sufficient detail to allow a thorough review by the town.

The Floodplain Administrator reserves the right to require a hydrologic and hydraulic analysis for any development. When such base flood elevation data is utilized, the lowest floor shall be elevated to or above the base flood level plus two feet.

During the permitting process, the Floodplain Administrator shall obtain:

- a. ***The elevation of the lowest floor (in relation to mean sea level), including the basement, of all new and substantially improved structures; and,***
- b. ***If the structure has been floodproofed in accordance with the requirements of this article, the elevation (in relation to mean sea level) to which the structure has been floodproofed.***

Base flood elevation data shall be obtained from other sources or developed using detailed methodologies comparable to those contained in a FIS for subdivision proposals and other proposed development proposals (including manufactured home parks and subdivisions) that exceed fifty lots or five acres, whichever is the lesser.

- d. The shallow flooding district shall be those areas identified as zone AO or AH on the maps accompanying the flood insurance study.

(ed) *Overlay concept.*

- (1) The floodplain districts described above shall be overlays to the existing underlying districts as shown on the official zoning map, and as such, the provisions for the floodplain districts shall serve as a supplement to the underlying district provisions.

- (2) If there is any conflict between the provisions or requirements of the floodplain districts and those of any underlying district, the more restrictive provisions and/or those pertaining to the floodplain districts shall apply.
- (3) In the event any provision concerning a floodplain district is declared inapplicable as a result of any legislative or administrative actions or judicial decision, the basic underlying provisions shall remain applicable.

(de) District boundaries.

- (1) The boundaries of the special flood hazard area and floodplain districts are established as shown on the flood boundary and floodway map and/or flood insurance rate map, which is declared to be a part of this article and shall be kept on file at the town offices.

(ef) District boundary changes. The delineation of any of the floodplain districts may be revised by the town council where natural or manmade changes have occurred and/or where more detailed studies have been conducted or undertaken by the U. S. Army Corps of Engineers or other qualified agency, or an individual documents the need for such change. However, prior to any such change, approval must be obtained from the Federal Insurance Administration.

(fg) Interpretation of district boundaries. Initial interpretations of the boundaries of the floodplain districts shall be made by the zoning administrator. Should a dispute arise concerning the boundaries of any of the districts, the board of zoning appeals shall make the necessary determination. The person questioning or contesting the location of the district boundary shall be given a reasonable opportunity to present his case to the board and to submit his own technical evidence if he so desires.

(gh) Submitting technical data. A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six (6) months after the date such information becomes available, a community shall notify the Federal Insurance Administration of the changes by submitting technical or scientific data. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

(hi) General provisions.

- (1) *Permit requirement.* All uses, activities, and development occurring within any floodplain district, **including placement of manufactured homes**, shall be undertaken only upon the issuance of a zoning permit. Such development shall be undertaken only in strict compliance with the provisions of this section and with all other applicable codes and ordinances, as amended, including, but not limited to, the Virginia Uniform Statewide Building Code (**VA USBC**) and the town subdivision regulations. Prior to the issuance of any such permit, the **Floodplain Administrator in consultation with the zoning administrator** ~~office~~ shall require all applications to include compliance with all applicable state and federal laws **and shall review all sites to assure they are reasonably safe from flooding**. Under no circumstances shall any use, activity, and/or development adversely affect the capacity of the channels or floodways of any watercourse, drainage ditch, or any other drainage facility or system.

The following provisions shall apply to all permits:

- (a) *New construction and substantial improvements shall be built according to this ordinance and the VA USBC, and anchored to prevent flotation, collapse, or lateral movement of the structure.*
- (b) *Manufactured homes shall be anchored to prevent flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable state anchoring requirements for resisting wind forces.*
- (c) *New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.*
- (d) *New construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.*
- (e) *Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities, including duct work, shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.*
- (f) *New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.*
- (g) *New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.*
- (h) *On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.*

In addition to provisions A – H above, in all special flood hazard areas, the additional provisions shall apply:

- ~~(2) Alteration or relocation of a watercourse:~~ (i) *Prior to any proposed alteration or relocation of any channel or of any watercourse within this jurisdiction, a permit shall be obtained from the U. S. Army Corps of Engineers, the Virginia state Department of Environmental Quality, and the state Virginia Marine Resources Commission (a joint permit application is available from any one of these organizations). Furthermore, in riverine areas, notification of the proposal shall be given by the applicant to all affected adjacent jurisdictions, the Department of Conservation and Recreation (Division of Dam Safety), and floodplain management (department of conservation and recreation) other required agencies, and the Federal Insurance Administration Emergency Management Agency.*
- (j) *The flood carrying capacity within an altered or relocated portion of any watercourse shall be maintained.*
- (k) *In a regulatory floodway any encroachment which would cause any increase*

(j) *Specific standards.*

- (1) In the one hundred-year-floodplain areas where base flood elevations have been provided in the flood insurance study or generated according to the floodplain ordinance, the following provisions shall apply:
- a. *Residential construction.* New construction or substantial improvement of any residential structure (including manufactured homes) shall have the lowest floor, including basement, elevated ~~no lower than one (1) foot above~~ **to or above** the base flood ~~elevation~~ **level plus two (2) feet**.
 - b. *Nonresidential construction.* New construction or substantial improvement of any commercial, industrial, or nonresidential building shall have the lowest floor, including basement, elevated to ~~no lower than one (1) foot or~~ **above** the base flood ~~elevation~~ **level plus two (2) feet**. Buildings located in all A, AE, and AH zones may be floodproofed in lieu of being elevated provided that all areas of the building components below the elevation corresponding to the base flood elevation plus ~~one (1) foot~~ **two (2) feet** are watertight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied.
 - c. *Elevated buildings.* Enclosed areas, of new construction or substantially improved structures, which are below the regulatory flood protection elevation shall:
 1. Not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator).
 2. Be constructed entirely of flood resistant materials below the regulatory flood protection elevation.
 3. ~~In the coastal high hazard district, follow the standards for elevation outlined in the floodplain ordinance.~~
 3. Include, in zones A, AO, and AE, measures to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet the following minimum design criteria:
 - A. Provide a minimum of two (2) openings on different sides of each enclosed area subject to flooding.
 - B. The total net area of all openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding.
 - C. If a building has more than one (1) enclosed area, each area must have openings to allow floodwaters to automatically enter and exit.

- D. The bottom of all required openings shall be no higher than one (1) foot above the adjacent grade.
- E. Openings may be equipped with screens, louvers, or other opening coverings or devices, provided they permit the automatic flow of floodwaters in both directions.
- F. Foundation enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires openings as outlined above.

d. Accessory Structures

1. Accessory structures in the SFHA will comply with the elevation requirements and other requirements of Section 29-23.a.i.b or, if not elevated or dry floodproofed, shall:

- a) Not be used for human habitation;***
- b) Be limited to no more than 600 square feet in total floor area;***
- c) Be useable only for parking of vehicles or limited storage;***
- d) Be constructed with flood damage-resistant materials below the base flood elevation;***
- e) Be constructed and placed to offer the minimum resistance to the flow of floodwaters;***
- f) Be anchored to prevent flotation;***
- g) Have electrical service and mechanical equipment elevated to or above the base flood elevation;***
- h) Shall be provided with flood openings which shall meet the following criteria:***
 - i. There shall be a minimum of two flood openings on different sides of each enclosed area; if a building has more than one enclosure below the lowest floor, each such enclosure shall have flood openings on exterior walls.***
 - ii. The total net area of all flood openings shall be at least 1 square inch for each square foot of enclosed area (non-engineered flood openings), or the flood openings shall be engineered flood openings that are designed and certified by a licensed professional engineer to automatically allow entry and exit of floodwaters; the certification requirement may be satisfied by an individual certification or an Evaluation Report issued by the ICC Evaluation Service, Inc.***
 - iii. The bottom of each flood opening shall be 1 foot or less above the higher of the interior floor or grade, or the exterior grade, immediately below the opening.***

iv. ***Any louvers, screens or other covers for the flood openings shall allow the automatic flow of floodwaters into and out of the enclosed area.***

(jk) Standards for manufactured homes and recreational vehicles.

- (1) All manufactured homes placed, or substantially improved, on individual lots or parcels, in expansions to existing manufactured home parks or subdivisions, in a new manufactured home park or subdivision, or in an existing manufactured home park or subdivision on which a manufactured home has incurred substantial damage as the result of a flood, must meet all the requirements for new construction, including the elevation and anchoring requirements in accordance with this section.
- (2) All manufactured homes placed or substantially improved in an existing manufactured home park or subdivision in which a manufactured home has not incurred substantial damage as the result of a flood shall be elevated so that either:
 - a. The lowest floor of the manufactured home is elevated no lower than ~~one (1)~~ **two (2)** foot above the base flood elevation; or
 - b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six (36) inches in height above grade;
 - c. And be securely anchored to the adequately anchored foundation system to resist flotation, collapse, and lateral movement.
- (3) All recreational vehicles placed on sites must either:
 - a. Be on the site for fewer than one hundred eighty (180) consecutive days;
 - b. Be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions); or
 - c. Meet all the requirements for manufactured homes in accordance with this section.

(kl) Standards for the special floodplain district. The following provisions shall apply within the special floodplain district:

- (1) Until a regulatory floodway is designated, no new construction, substantial improvements, or other development (including fill) shall be permitted within the areas of special flood hazard, designated as zone AE on the flood rate insurance map, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood more than one (1) foot at any point within the town.
- (2) Development activities in zones A, AE, and AH, on the town flood insurance rate map which increase the water surface elevation of the base flood by more than one (1) foot may be allowed, provided that the applicant first applies, with the town's endorsement, for a conditional flood insurance rate map revision, and receives the approval of the Federal Emergency Management Agency.

(1m) *Standards for approximated floodplain.* The following provisions shall apply with the approximate floodplain district:

- (1) The approximated floodplain district shall be that floodplain area for which no detailed flood profiles or elevations are provided, but where a one hundred-year floodplain boundary has been approximated. Such areas are shown as zone A on the maps accompanying the flood insurance study. For these areas, the one hundred-year flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific one hundred-year flood elevation cannot be determined for this area using other sources of data, such as the U. S. Army Corps of Engineers Floodplain Information Reports, U. S. Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently-accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the floodplain administrator and manager.
- (2) When such base flood elevation data is utilized, the lowest floor shall be ~~one~~ **(1) two (2) feet** above the base flood elevation.

(nn) *During the permitting process, the applicant shall provide:*

- (1) The elevation of the lowest floor (including the basement) of all new and substantially improved structures;
- (2) If the structure has been floodproofed in accordance with the requirements of this article, the elevation to which the structure has been floodproofed.

(no) *Standards for subdivision proposals.*

- (1) All subdivision proposals shall be consistent with the need to minimize flood damage;
- (2) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
- (3) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (4) *Base flood elevations for subdivision proposals or other developments greater than 50 lots or 5 acres shall be required with any preliminary plat pursuant to Section 29-63.b.***

(op) *Variance factors.* In passing upon applications for variances, the board of zoning appeals shall satisfy all relevant factors and procedures specified in section 29-13 of this chapter and consider the following additional factors:

- (1) The showing of good and sufficient cause.
- (2) The danger to life and property due to increased flood heights or velocities caused by encroachments. No variance shall be granted for any proposed use, development, or activity within any floodway district that will cause any increase in the one hundred-year flood elevation.

- (3) The danger that materials may be swept on to other lands or downstream to the injury of others.
- (4) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
- (5) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owners.
- (6) The importance of the services provided by the proposed facility to the community.
- (7) The requirements of the facility for a waterfront location.
- (8) The availability of alternative locations not subject to flooding for the proposed use.
- (9) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
- (10) The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.
- (11) The safety of access by ordinary and emergency vehicles to the property in time of flood.
- (12) The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site.
- (13) The repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- (14) Such other factors which are relevant to the purposes of this article.
- (15) The board of zoning appeals may refer any application and accompanying documentation pertaining to any request for a variance to any engineer or other qualified person or agency for technical assistance in evaluating the proposed project in relation to flood heights and velocities, and the adequacy of the plans for flood protection and other related matters. Variances shall be issued only after the board of zoning appeals has determined that the variance will be the minimum required to provide relief. Variances shall be issued only after the board of zoning appeals has determined that the granting of such will not result in:
 - a. Unacceptable or prohibited increases in flood heights;
 - b. Additional threats to public safety;
 - c. Extraordinary public expense;And will not:
 - d. Create nuisances;
 - e. Cause fraud or victimization of the public; or
 - f. Conflict with local laws or ordinances.

(pq) The board of zoning appeals shall notify the applicant for a variance, in writing, that the issuance of a variance to construct a structure below the one hundred-year flood elevation:

- (1) Increases the risks to life and property; and
- (2) Will result in increased premium rates for flood insurance.

(qr) A record shall be maintained of the above notification as well as all variance actions, including justification for the issuance of the variances. Any variances that are issued shall be noted in the annual or biennial report submitted to the Federal Insurance Administrator.

(rs) *Existing structures in floodplain.* A structure or use of a structure or premises which lawfully existed before the enactment of these provisions, but which is not in conformity with these provisions, may be continued subject to the following conditions:

- (1) Existing structures in the floodway area shall not be expanded or enlarged unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practices that the proposed expansion would not result in any increase in the base flood elevation.
- (2) Any modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use located in any floodplain areas to an extent or amount of less than fifty (50) percent of its market value shall conform to the Virginia Uniform Statewide Building Code.
- (3) The modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use, regardless of its location in a floodplain area to an extent or amount of fifty (50) percent or more of its market value shall be undertaken only in full compliance with this article and shall require the entire structure to conform to the Virginia Uniform Statewide Building Code.

(t) ***Glossary***

See Chapter 29, Article VII.

This ordinance shall be in full force and effect upon approval.

Approved: _____

Mayor

Attest: _____

Clerk of Council

I certify that the above ordinance was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: March 8, 2023

ITEM NUMBER: 10.b. – Request Approval of FY2023-2024 Local Choice Health Insurance Rates

BACKGROUND: Verbal report by the Town Manager.

The proposed rates were discussed at the March 1, 2023 Work Session.

RECOMMENDATION: Approve FY2023-2024 Local Choice Health Insurance Rates

FISCAL IMPACT:

ATTACHMENTS:

1. Insurance Rates
2. TLC Rate Pages - Extracted

The Local Choice Health Benefits Program Town of Farmville Proposed Rates Effective from for July 01, 2023 through June 30, 2024
Using Current Percentages as FY22/23

With Comprehensive Dental

ACTIVE EMPLOYEES

			Single		Dual		Family	
			Current Rate	New Rate	Current Rate	New Rate	Current Rate	New Rate
Key Advantage 250			921	921	1,704	1,704	2,487	2,487
Key Advantage 500			850	850	1,573	1,573	2,295	2,295

MONTHLY COST SHARING

	Current Emp%	Town %	Tier	Total Monthly Cost	Employee Share	Town Share	Town Increase	Employee Increase
Key Advantage 250	9.30%	90.70%	Single	921.00	85.65	835.35	0.00	0.00
	28.70%	71.30%	Dual	1,704.00	489.05	1,214.95	0.00	0.00
	28.70%	71.30%	Family	2,487.00	713.77	1,773.23	0.00	0.00
Key Advantage 500	4.21%	95.79%	Single	850.00	35.79	814.22	0.00	-0.01
	25.59%	74.41%	Dual	1,573.00	402.53	1,170.47	0.00	0.00
	25.50%	74.50%	Family	2,295.00	585.23	1,709.78	0.00	0.00

2022/2023 Employee Rates	2022/2023 Town Rates
85.65	835.35
489.05	1,214.95
713.77	1,773.23
35.79	814.22
402.53	1,170.47
585.23	1,709.78

PER PAY PERIOD COST SHARING

	Current Emp%	Town %	Tier	Total Pay Period Cost	Employee Share	Town Share	Town Increase	Employee Increase
Key Advantage 250	9.30%	90.70%	Single	425.08	39.53	385.54	0.00	0.00
	28.70%	71.30%	Dual	786.46	225.71	560.75	0.00	0.00
	28.70%	71.30%	Family	1,147.85	329.43	818.41	0.00	0.00
Key Advantage 500	4.21%	95.79%	Single	392.31	16.52	375.79	0.00	0.00
	25.59%	74.41%	Dual	726.00	185.78	540.22	0.00	0.00
	25.55%	74.45%	Family	1,059.23	270.10	789.13	0.00	0.00

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THE LOCAL CHOICE HEALTH CARE PROGRAM

TOWN OF FARMVILLE

Group # T69913

Effective from 7/1/2023 through 6/30/2024

With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$1,012	\$1,872	\$2,732
* Key Advantage 250	\$921	\$1,704	\$2,487
* Key Advantage 500	\$850	\$1,573	\$2,295
Key Advantage 1000	\$810	\$1,499	\$2,187
High Deductible Health Plan	\$668	\$1,236	\$1,804
<u>RETIREEES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$1,012	\$1,872	\$2,732
* Key Advantage 250	\$921	\$1,704	\$2,487
* Key Advantage 500	\$850	\$1,573	\$2,295
Key Advantage 1000	\$810	\$1,499	\$2,187
High Deductible Health Plan	\$668	\$1,236	\$1,804

With Preventive Dental Only

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$995	\$1,841	\$2,687
* Key Advantage 250	\$904	\$1,672	\$2,441
* Key Advantage 500	\$833	\$1,541	\$2,249
Key Advantage 1000	\$793	\$1,467	\$2,141
High Deductible Health Plan	\$651	\$1,204	\$1,758
<u>RETIREEES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$995	\$1,841	\$2,687
* Key Advantage 250	\$904	\$1,672	\$2,441
* Key Advantage 500	\$833	\$1,541	\$2,249
Key Advantage 1000	\$793	\$1,467	\$2,141
High Deductible Health Plan	\$651	\$1,204	\$1,758

* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.

The PCORI fee is the responsibility of the group and payment should be submitted directly to HHS; therefore, this fee has not been included in your rates.

THE LOCAL CHOICE HEALTH CARE PROGRAM

TOWN OF FARMVILLE

Group # T69913

COBRA Rates Effective from 7/1/2023 through 6/30/2024

COBRA Rates With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$1,032.24	\$1,909.44	\$2,786.64
* Key Advantage 250	\$939.42	\$1,738.08	\$2,536.74
* Key Advantage 500	\$867.00	\$1,604.46	\$2,340.90
Key Advantage 1000	\$826.20	\$1,528.98	\$2,230.74
High Deductible Health Plan	\$681.36	\$1,260.72	\$1,840.08
<u>RETIREEES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$1,032.24	\$1,909.44	\$2,786.64
* Key Advantage 250	\$939.42	\$1,738.08	\$2,536.74
* Key Advantage 500	\$867.00	\$1,604.46	\$2,340.90
Key Advantage 1000	\$826.20	\$1,528.98	\$2,230.74
High Deductible Health Plan	\$681.36	\$1,260.72	\$1,840.08

COBRA Rates With Preventive Dental Only

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$1,014.90	\$1,877.82	\$2,740.74
* Key Advantage 250	\$922.08	\$1,705.44	\$2,489.82
* Key Advantage 500	\$849.66	\$1,571.82	\$2,293.98
Key Advantage 1000	\$808.86	\$1,496.34	\$2,183.82
High Deductible Health Plan	\$664.02	\$1,228.08	\$1,793.16
<u>RETIREEES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$1,014.90	\$1,877.82	\$2,740.74
* Key Advantage 250	\$922.08	\$1,705.44	\$2,489.82
* Key Advantage 500	\$849.66	\$1,571.82	\$2,293.98
Key Advantage 1000	\$808.86	\$1,496.34	\$2,183.82
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* Benefit Plans Currently Offered

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