

An adjourned meeting of the Board of Supervisors of Albemarle County, Virginia, was held on May 14, 2020, at 6:00 p.m. This meeting was held by electronic communication means using Zoom and a telephonic connection due to the COVID-19 state of emergency. This meeting was adjourned from May 11, 2020.

PRESENT: Mr. Ned Gallaway, Ms. Beatrice (Bea) J. S. LaPisto-Kirtley, Ms. Ann H. Mallek, Ms. Diantha H. McKeel, Ms. Liz A. Palmer, and Ms. Donna P. Price.

ABSENT: None.

OFFICERS PRESENT: County Executive, Jeffrey B. Richardson, Deputy County Executive, Doug Walker, County Attorney, Greg Kamptner, Clerk, Claudette K. Borgersen, and Senior Deputy Clerk, Travis O. Morris.

Agenda Item No. 1. Call to Order. The meeting was called to order at 6:00 p.m., by the Chair, Mr. Gallaway.

Mr. Gallaway said the meeting was being held pursuant to and in compliance with Ordinance No. 20-A(6), "An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster."

Mr. Gallaway announced the Supervisors in attendance: Ms. Diantha McKeel, Jack Jouett District; Ms. Liz Palmer, Samuel Miller District; Ms. Donna Price, Scottsville District; Ms. Bea LaPisto-Kirtley, Rivanna District; and Ms. Ann Mallek, White Hall District.

Mr. Gallaway said the persons responsible for receiving public comment are the Board of Supervisors of Albemarle County.

Mr. Gallaway said the opportunities for the public to access and participate in the electronic meeting are posted on the Albemarle County website, on the Board of Supervisors homepage and on the Albemarle County calendar.

Mr. Gallaway also introduced the staff in attendance.

Agenda Item No. 2. **Action Item:** Discussion and Adoption of the FY 21 Operating and Capital Budget.

Ms. Lori Allshouse, Director of the Office of Management and Budget, presented. She said she was joined by other OMB team members and thanked them for getting them to this point. She said she would present a short PowerPoint presentation to get the Board through the adoption of the budget.

Ms. Allshouse said the desired outcome that evening was the approval of the FY 21 budget resolution. She said this FY 21 budget serves as the Board's starting point. She said this is a special year, and that the budget would continue to be monitored and updated along the way using the "3-6-6" budget management structure.

Ms. Allshouse presented the working agenda for the evening. She said they would start with a brief overview, then share some CARES funding information for the Charlottesville Area Transit (CAT) as a follow-up from the last work session. She said she would then share some updates to the revised recommended FY 21 budget. She said they would follow with the Board's adoption of the budget, and finally, next steps.

Ms. Allshouse presented a slide about the timeline of the budget, and that there have been many steps to get them to this point. She said on April 27, the County Executive presented a revised FY 21 recommended budget to the Board. She said there was a work session on April 29, and a public hearing on May 6. She said on May 11, there was another public hearing, and they are now there on May 14 for the Board's approval. She noted that the School Board was also meeting that evening, where they would be approving their budget as well.

Ms. Allshouse presented the budget development principles that have guided staff along the way. She said they have adhered to the County's financial policies. She said they continue to respond to the essential service needs of the community, and that they are positioning the organization to lead the recovery efforts. She said the goal is to remain flexible and adaptable throughout the entire fiscal year. She said they started out by maintaining the strategic reserves going into this budget.

Ms. Allshouse presented a slide about the "3-6-6" budget management process. She said the adoption of the budget is a beginning, and that staff will continue to monitor it, including the end of the current fiscal year, and respond accordingly as things change and evolve throughout the year.

Ms. Allshouse said she would turn over the presentation to Mr. Andy Bowman, Budget Manager, who will provide follow-up information for the CARES funding for CAT.

Mr. Bowman said his intent was to follow up on Monday's discussion around transit and specifically, the CARES funding that has been provided to CAT to better connect the dots from how they have \$5.4 million in CAT CARES funding for both FY 20 and FY 21. He said the \$5.4 million is both the City's share and the County's share. He said he would explain how this is applied and how they will go

from the number they have in the revised recommended budget for the contribution to CAT, [inaudible] million, decreasing approximately \$600,000 to the number we shared on Monday, around \$516,000.

Mr. Bowman said he provided the next slide in order to provide a framework of where they were on Monday, showing the \$5.4 million across two years and all the categories that made this up in the plan.

Mr. Bowman noted that some of the numbers on the slide had been seen by the Board before, and some will be new. He said looking back to March 11, more than two months ago, at the transit work session, there was a County share of existing services for CAT of approximately \$1.25 million. He said based on the Q&A and the work in scrubbing numbers that came out of that, as well as the work that happened to prepare the revised recommended FY 21 placeholder that was put in the budget that was reviewed at the April 29 work session, staff ended up with a number the Board has seen before, which is a little over \$1.1 million.

Mr. Bowman said what has changed since that time is County staff has worked with City and CAT staff to look at the revised County share. He said the first number was a number that the Board had not seen before, and that it represents a number just under \$1.5 million. He said this is to represent, if there was no CARES funding available, what the County's share would be, given all the COVID-19 impacts. He said this number would reflect all of the additional expenses that CAT is incurring currently to retrofit the buses, pay for additional overtime, cover Personal Protective Equipment (PPE), and Public Service Announcements (PSAs). He said all of those expenses were not being considered when the prior budget was reviewed on March 11.

Mr. Bowman said as was discussed on Monday, there is also the impact of all of the revenue losses happening currently, as CAT is running fare-free. He said some revenues, such as advertising, are down as well in this new economic environment.

Mr. Bowman said both the additional expenses and the revenue losses increase the County's share of CAT, which would come to a number of just under \$1.5 million before any CARES funding is applied.

Mr. Bowman said the good news was that the \$1.48 million number was just hypothetical because they will apply the CARES funding. He said for FY 21, of that \$5.4 million, the County's share is about \$965,000. He said that when the \$965,000 is applied to the \$1.48 million, this calculates the updated revised recommended FY 21 contribution to CAT to approximately \$516,000.

Mr. Bowman said now that \$964,000 is not the total County credit, because there will be an amount that would be applied in FY 22, the slide being presented was only looking at FY 21.

Mr. Bowman said the next slide would explain what makes up the \$965,000. He noted the slide displays a donut chart similar to the one that the Board had looked at before, but rather than looking at the total \$5.4 million, this looks at only County amounts. He said rather than looking at FY 20 and FY 21, this only looks at FY 21. He said this will include similar categories to what the Board saw on the slide on Monday that was referenced earlier. He said the categories include revenue loss, additional operating costs, the credit to remove the requested increase from the County, personnel costs that would be reimbursed, and the contingency that was discussed on Monday. He said these are the components that make up the \$965,000 in FY 21.

Mr. Bowman said they were not discussing FY 20 in this summary, as the agenda that evening was for the Board to adopt the FY 21 budget.

Mr. Bowman said while the Board is scheduled to adopt a budget that evening, which currently has a number for CAT of approximately \$516,000, the next steps are for OMB to follow up with Regional Transit Partnership and will continue to develop a plan that will look at both FY 20 and the specific details of how the process in the MOU includes reconciliation or true-up. He said they will also be looking at FY 21 in terms of how they monitor the CAT budget as they receive more information, whether it be from the City's budget process, understanding the impacts of COVID-19, or other factors.

Mr. Bowman said the "3-6-6" plan is the framework or mindset, noting that information could be provided by staff sooner than six months, and that the Board may always revise the budget as they choose.

Mr. Bowman said the second follow-up discussed on Monday was additional information around JAUNT's driver salary increase. He said staff will bring this back to the Board on June 3, and the Board would receive some information on that ahead of time.

Ms. McKeel asked Mr. Bowman to go back to the page listing the numbers. She said he had talked about the revised County share. She asked how staff determines the County share in terms of what it is based on.

Mr. Bowman replied that it is based on the MOU where the County has approximately 28% of the share based on the service hours.

Ms. McKeel said another clarification she needed was about the recommendations. She said they had talked about matching for the year they are in for FY 20, and that the plan with the Regional Transit

Partnership, RTP, includes Mr. Chip Boyles from the Thomas Jefferson Planning District Commission, TJPDC, as well. She said she wanted to make sure that the quarterly reconciliations and payments are going to come back to the entire Board of Supervisors as a report, as one of the things they have been missing for years are the reports back to the Board from CAT regarding transit. She asked if Mr. Bowman could make sure that what she is understanding is what his understanding is.

Mr. Bowman said this was correct. He said in addition, he was on the phone with Mr. Garland Williams, CAT Director, earlier that afternoon, and that if there were additional information or reporting to share with the Board, Mr. Williams would be willing to reach out and provide this.

Ms. McKeel said she wanted to make sure that the entire Board receives the quarterly reconciliation and reports.

Mr. Bowman agreed.

Ms. Mallek said they talked at the last work session about how capital had not been counted in the County's 28%, and there seemed to be concern about that. She said it looked as though it had not been changed, and she wanted to see if this was correct.

Ms. Mallek said the payments should be an invoice with service provisions and then an allocation. She said she would like to see something much more formal developed so that they start out the new year with the true-up done for FY 20, and so they have the quarterly payment going forward that will help the Board understand how the federal money plays out.

Ms. Mallek said she was somewhat concerned when she saw the revised large number Mr. Bowman talked about, as it seems as if it is taking money in the grant and then, if that were not there, assigning that entire amount of money to the County when this doesn't take into account any operational changes or other things that would be needed by any responsible business.

Mr. Bowman said he would speak to the capital item first. He said under the MOU with the City, the County does not contribute anything to capital. He said it is very clear that the County contributions are for operating services only.

Mr. Bowman said he thinks what CAT is challenged by as they apply the CARES funding is that a portion of that, approximately \$400,000 over the two years, is being applied to capital. He said this is for two reasons: that the capital is about keeping current buses and services going during the pandemic to ensure they are providing protective barriers between drivers and riders to have a safer environment for everyone, and to offset the revenue loss that the State is going to provide to CAT for the local match that would be provided in their capital anyway. He said because the County was not contributing to that in the first place, they are not seeing the benefit, or loss, they would have on capital.

Mr. Bowman said regarding the second question on the MOU, this is certainly a process that staff could engage with Mr. Boyles and the TJPDC about. He said the current MOU still has a process for payments and when they happen, but there is also an amendment process that is spelled out in the MOU. He said before this fiscal year, there never was an MOU, and that this was the best attempt at that time. He said future revisions may be appropriate as they continue to work through how the process plays out.

Ms. Mallek said in conclusion, she would like to formally request that the two items of recognition of the County contribution to capital, and the invoice and quarterly payment process, be taken up by the two jurisdictions for the MOU modification as its calendar comes up. She said she assumed that was this spring before the new fiscal year starts.

Ms. LaPisto-Kirtley said she thought with the County's share, they were not contributing a share for capital improvement.

Mr. Bowman said to clarify, the new \$516,000 does not contribute to capital. He said what he understands in the City's documentation of how they allocate the revenue-sharing payment to be received every year, a portion of that is for capital. He said perhaps this is the distinction that is being made.

Mr. Gallaway said he knew that as he brought up the question on Monday about having a spreadsheet and understanding the \$964,000 number and how they arrived to the \$516,000, staff did create a spreadsheet as well. He said it would be good for Mr. Bowman to send that out to the Board. He said it was very complicated for him to draw the lines without what the Board just saw on the previous slide. He said the spreadsheet also has a similar breakdown for the current fiscal year, and that as an FYI, it would be helpful for all the Supervisors to have that.

Mr. Bowman said he would be happy to provide that.

Mr. Gallaway said once they see it, with after having the explanation that was presented that evening, it includes an itemization and will be easier to understand after having the explanation. He said he thought each Supervisor would appreciate having that.

Ms. Palmer said she had thought all the Board members were going to receive it.

Mr. Gallaway said for complete transparency, when he saw it the day prior, he could not figure it out. He said they went back and created an entirely different format that ended up in the PowerPoint

slide, which helps to understand the spreadsheet. He said rather than creating many questions leading into the meeting that evening, he thought it would be better to get the explanation out and then send the detail. He said it was all there in a descriptive spreadsheet format, and since it has FY 20 in it as well, he found it useful, though it was an exercise for him to understand how it arrived at the \$516,000.

Ms. McKeel said when they come back in June to discuss the driver compensation, she would have to better understand why they are looking at the School Division bus driver compensation right now. She said she appreciates that the School Division has lots of bus drivers, and their compensation is tied in as part of the budget itself.

Ms. McKeel said currently, however, her understanding from Mr. Jim Foley, Director of Transportation for the School System, is that he is very comfortable where he is with the compensation, and what he is thrilled about is that the General Assembly added school bus drivers to the list of critical employees that are hard to find. She said Mr. Foley is thrilled that as of July 1, he will be able to make changes on hiring retirees, where he has two in the pipeline currently, with more to come.

Ms. McKeel said there did not need to be a discussion right now, but she had to understand why, at this point, they are pulling the School Division bus drivers into the discussion.

Mr. Jeff Richardson, County Executive, said it sounded as if Ms. McKeel had much more information about this than staff did, at this point. He said she may have had a conversation with Mr. Foley that the staff has not had. He said there were two reasons, to answer Ms. McKeel's question. He said the first was that when the Director of JAUNT, Mr. Brad Sheffield, communicated with the Board on April 23, he flagged that issue that the ACPS bus drivers are something staff need to be aware of as well.

Mr. Richardson said out of courtesy, with the County working closely with the School System through the budget process on all compensation issues, they were working with the Schools staff every step of the way when they did the budget both times. He said the first budget had included a strategy for the \$15/hour implementation and a feathering throughout the School and Local Government pay plans. He said this had been a shared strategy between Schools and Local Government. He said the Board had been kept up to speed all through that process, as was the School Board.

Mr. Richardson said when they had to go back and redo the budget from scratch, the first thing they did to try to move in a direction of balancing the budget was they stripped the budget of all pay raises for County employees, and that the Schools did as well. He said at this point, with Mr. Sheffield flagging the issue on April 23 with the Board, staff flagged this as a courtesy to go back to Schools and make sure they knew what was being contemplated. He said this can easily be accomplished through the Human Resources department, since they serve both Local Government and Schools, as a matter of courtesy back to Schools.

Mr. Richardson said if the matter had not been flagged by the email from JAUNT, staff may not have thought to do it, but staff was doing it as a courtesy. He said it sounded like from Ms. McKeel's information that evening, it may be a very quick conversation with Schools that there are no issues that they see. He said this is simply something staff would do, given all the work they did with the focus on compensation leading into this budget process.

Ms. McKeel said this was a great discussion for the Board to hear, and that Mr. Richardson was exactly right. She said they always want to touch base with the other side of the house, with Schools. She said what she was referencing is information that she, Mr. Bowman, and those who attend the RTP meetings heard from Mr. Jim Foley when he talked a great deal about the General Assembly bill, as he wanted support for it and was thrilled when it passed and when the Governor signed off on it. She said this was why she was bringing it up.

Ms. McKeel said she understood exactly what Mr. Richardson was saying, and that she appreciated all the work.

Ms. Palmer said when this showed up on the last slide presentation, she appreciated that and actually asked the staff to get the Board some information on that. She said she does not attend the RTP meetings. She said now that Ms. McKeel provided information about what Mr. Foley said, she would very much like to understand why the school bus drivers do not need to be brought up to the same level, as she thought the reason why JAUNT needed it was because of the problem with hiring. She said she has always heard in these discussions that the schools are having a similar problem.

Ms. Palmer said she did not want to further belabor this but wanted to say that she specifically asked for this, and that she would like the additional information if it is not needed.

Ms. Mallek said her response to why is that there are different categories of employment, with one being an 8 to 10-hour day, and another being a different clientele of people who want to work the blocks of time that school bus drivers are able to work. She said she hopes that they will proceed with dealing with the JAUNT request, and that there has been a several-year process underway to get the County's contribution to JAUNT to be able to keep their well-trained drivers. She said the work they have to do is very special compared to all the other transportation companies. She said she hoped they would continue to move on to consider the JAUNT matter and not wait for any more analysis.

Mr. Gallaway proceeded onto the next portion of the meeting.

Ms. Allshouse thanked Mr. Bowman for his work on transit. She said she would transition to talking about the revised FY 21 recommended budget and some of the changes that have occurred since April 29.

Ms. Allshouse presented a slide about the budget that was proposed as a revised recommended FY 21 budget. She reminded the Board that this was something they call the "All Funds" budget, or total County budget, and so some of the next slides they will see include information about all the different funds that the County is involved with, including school funds and capital funds. She said when the Board approves its budget that evening, it will be the All Funds budget.

Ms. Allshouse said the slide shows that it was a \$397.3 million budget. She indicated to the revenues and expenditures on the slide, as well as the notation that it was \$59.7 million less than the FY 20 budget.

Ms. Allshouse said she would slow down her discussion to talk about the numbers. She said staff submitted an Executive Summary to the Board two day ago that includes information on this. She said these are the updates to the revised recommended All Funds budget that are included in the resolution that staff will ask the Board to approve that evening.

Ms. Allshouse said the revenue adjustments for the entire All Funds budget is associated with the schools and is a decrease of \$330,957. She said this was a combination of multiple items included in the Executive Summary, including State funds, federal funds, and other local funds. She said it is a combination of the various changes that are occurring from when the information was presented to staff that was put into the revised recommended budget. She said the schools are adopting their budget that evening, and staff wants to make sure they align and stay where they are.

Ms. Allshouse indicated to the expenditure adjustments, noting that the Board would recognize some of them. She indicated to green boxes on the slide, explaining that all of them are in the General Fund as far as specific items. She said the General Fund is the fund staff talked about the most. She said there is an additional Deputy Sheriff, based on the Board's recommendation at the last work session, as well as the adjustment to the funding that Mr. Bowman just discussed for CAT. She said there is also additional funding put in place, which was discussed at the last work session, to ensure there is match available for the Planning and Feasibility Grant that TJPDC will apply for.

Ms. Allshouse said there is also a transit reserve, which is connected to the transit conversation they just had, as well as additional funding that was placed in the General Reserve for contingencies, including both one-time and ongoing funding. She said this is a reserve for contingencies they can rely on throughout the year.

Ms. Allshouse indicated to "School Funds" and "School Special Revenue Funds" on the next slide. She said the schools have a General Fund they operate the schools with and additionally, they have Special Revenue Funds, which include the cafeteria fund and other areas where funding has to be identified separately per the accounting principles. She said there are adjustments to School Funds and School Special Revenue Funds. She noted that the total balances to the revenue adjustment.

Ms. Allshouse said these are the adjustments staff have placed in the budget since the County Executive presented the budget to the Board on April 29.

Ms. Palmer asked if Ms. Allshouse could again explain what the School Special Revenue Funds are.

Ms. Allshouse replied that there are multiple funds. She said the ones that are easy to think about are the ones that are associated with child nutrition. She said it also includes federal funds for Special Education. She said there are many special funds that the schools have to operate and segregate the money in different ways. She said government has them on their side as well, as far as different funds they have to isolate and keep in a different area.

Ms. Allshouse presented additional information that she thought the Board would like to hear about. She said there has been some conversation about the voter registration and elections, which are included on pages 53-54 of the revised FY 21 recommended budget. She said the Registrar's Office has \$971,510 in the current budget, which is a 20.1% increase from FY 20. She said it includes an additional Assistant Elections Manager position and support for the new State-mandated early voting law. She said it includes costs that were identified related to the November Presidential Election, and support for the upcoming redistricting due to the Census.

Ms. Allshouse said there are estimated costs that the Registrar just provided to staff for if the County would want to prepare mail-out absentee ballot application forms to all County voters. She said this number was \$50,164, which was provided by the Registrar and includes costs for postage, mailing services, envelopes, and application preparation. She said if the Registrar were to mail these out, the timing would likely be the second week of September. She said she wanted to share this information to see if there are any questions or discussions the Board wanted to have on this topic.

Ms. McKeel asked if in the CARES Act and with some of the other monies the County is receiving, there is no additional identified money for voter registration and elections, based on some of the changes happening at the General Assembly level.

Mr. Greg Kamptner, County Attorney, replied that he is looking into that question, and he did speak to Mr. Anthony Bessette in his office, who has been assigned to look at the CARES Act funding. He said Mr. Bessette believes that they can apply the CARES funding for this purpose. He said there are multiple levels of guidance they are going through, and although they do not have a final answer yet, they do believe they would be able to tap those funds.

Ms. McKeel agreed, due to the pandemic and people not wanting to be around each other or work the polls. She said she would be very interested in the answer to that question.

Ms. McKeel said the Board received an email that day from Mr. Jake Washburn, who indicated that he is skeptical about the need to send out absentee ballot application forms to all voters. She said he seems to think his major concern is office space for staff. She said while they cannot get to a discussion about office space right now, she would like for Mr. Lance Stewart or whoever would be working on this to get back to the Board on what they find regarding the availability of office space.

Ms. McKeel said another thought she had was if there was a way the Board could wait on this decision. She said she would be more comfortable waiting, assuming that they could come back to this at another time, especially if there is CARES funding.

Mr. Trevor Henry noted that they could come back to the Board at the appropriate time with more information, but that Mr. Stewart has met several times with Mr. Washburn as well as Ms. Clarice Schermerhorn. He said they have walked the space and are laying out the details of what is needed. He said he is confident they will meet those needs. He said they still have time and are working through the planning. He said they are also working with Social Services to ensure that as they get into the early voting period, staff would need to work from home in order to open up the parking lot. He said Mr. Washburn is just worried, and that staff will keep in contact with him so that they are all on the same page.

Ms. Mallek said she was sorry to have started a firestorm with the issue. She said she had received a contact from a citizen asking what the Board was doing about this. She said this was not a demand for money or decisions at all. She said it seems she has had contacts from several members of the local Electoral Board, including Chair Mr. Peter Wurzer, who said they are looking at many ideas of ways to handle this. She said she was glad for the information but was sorry that everyone did extra work on this in the meantime.

Ms. Mallek said having gone through her homework for the State VACO meeting the next morning, there is a big section about CARES funding for elections from the State level, and that rather than sending it to the localities, they have decided to use it to replace the VERIS, which is their software that runs the election information.

Ms. Mallek said they are still trying to get a correction on the State Board of Elections online absentee ballot request form where they, she believes illegally, ask for the person's birthdate, full Social Security Number, and driver's license number to all be provided online in order to be able to request an absentee ballot online, which is wrong. She said several different contacts have been made with the State. She said Mr. Washburn was very helpful and six weeks ago, wrote a letter to the State that the matter was brought to their attention and asked them to make the corrections. She said the contact at the State has not done anything.

Ms. Mallek said she hoped this would be taken care of right away, as it will make it easier for people to request the ballots that they want without feeling like they are giving away their personal security to do it. She said this is a very voter-suppressive process that the State is trying to get people to follow right now and is something they can fix right away.

Ms. LaPisto-Kirtley said it seemed like this was something that needs to be protected, especially as they approach November, to make sure everyone does get the chance to vote. She said she is very concerned about the fact that if the virus continues or resurfaces in the fall, there will be problems.

Ms. LaPisto-Kirtley said it sounds like the State may be taking care of this and that the Board may not need to do anything. She asked if the Board needs to fund the \$50,000 at this point, or at a later point. She asked if they did this now, they could rescind it later, since they are following the "3-6-6" framework.

Ms. Allshouse replied that the Board can go in any direction it likes. She said they can do this as an amendment to the budget if they would like to do it later.

Mr. Richardson said based on the information that different Board members are pulling into the conversation, it would make sense for the Board to balance its budget that evening. He said Ms. Allshouse has worked with Mr. Washburn, and they have flagged an approximate number of \$50,000. He said after the Board passes the budget that evening, they can come back with an amendment later in June, July, or August once more information is known to include some of the questions that have come up that evening. He said there will be ample time for staff to work with Mr. Washburn.

Mr. Richardson said if he were not mistaken, that \$50,000 number has changed three times in the last 24 hours, based on the emails he has read. He said there is a likelihood that this could change again. He said he heard one Board member say that perhaps this does not need to be folded into the budget. He said he heard Ms. LaPisto-Kirtley ask if they did whether they could take it back later. He said the point he would make is that this does not have to be decided on that evening. He said if there are

reserves going into next year where staff can come back to the Board with ample time to be able to address this on a local level if needed.

Ms. LaPisto-Kirtley said it seemed like something that everyone wanted to do, but that the number was a moving target and depended on what the State or federal governments would do. She said she would recommend waiting as long as this is something the Board could address later.

Ms. Price said she had absolute confidence that Mr. Washburn and Ms. Schermerhorn, working in elections, will let the Board know what to do when they need to do it. She said the important thing now was that the Board members were all aware of the significance and importance of this. She said they will continue to monitor this and concurred with Mr. Richardson that they do not need to take any action that evening, but need to keep their eyes on the matter, which she is confident they will do.

Ms. Palmer said in the outreach people have been doing to Board members, one thing that has been suggested is to consider paid postage for the return ballot, not for the ballot applications. She said she wanted to throw that into the equation when staff discusses things with Mr. Washburn. She said something she did not know that was brought to her attention was that in Virginia, it is not the postmark that counts, but the actual time that the letter gets there. She said they want to make it as easy as possible for people to get their actual absentee ballot in.

Ms. Mallek said in states that have been doing the mail-in ballot for years, they have collection boxes everywhere that are secure, like mailboxes, just as people use the County's collection boxes for paying taxes, without having to put it in the mail. She said this was something they could consider if they would be doing something more like this in 2020 that would also provide much more security and certainty, rather than sending something in the mail. She said everyone has had their mail going to Wisconsin and that it doesn't necessarily come in on time.

Ms. Allshouse presented a wrap-up slide and asked if there were any other questions or discussion items. Hearing none, she said there was a budget resolution that was attached to the Executive Summary that the Board members all received from the clerk recommending that the Board adopt the FY21 budget resolution.

Ms. Price **moved** to adopt the FY 2021 Budget Resolution. Ms. Mallek **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Ms. Allshouse said the next step was the June 3 appropriation. She thanked the Board for their guidance, patience, and leadership through the process.

Mr. Gallaway said on behalf of the Board that working through the budget under normal circumstances is quite the daunting task. He said people put in a lot of intense hours and effort, and then this year in the midst of the crisis, to have to go back and rehash the budget, the Board is very appreciative of the extra hours and commitment to get the budget revised, not just with the current fiscal year but in getting prepared for next year as well.

**FY 2021
BUDGET RESOLUTION**

BE IT RESOLVED by the Board of Supervisors of Albemarle County, Virginia:

- 1) That the budget for the County for the Fiscal Year beginning July 1, 2020 is made up of the County Executive's Recommended Budget document and the amendments made by the Board of Supervisors.
- 2) That the budget for the County for the Fiscal Year beginning July 1, 2020 is summarized as follows:

General Government - General Fund	
Administration	\$16,589,729
Judicial	5,917,819
Public Safety	48,427,583
Public Works	6,495,065
Health & Welfare (including PVCC)	22,247,057
Parks, Recreation, and Culture	8,578,283
Community Development	10,384,548
Nondepartmental	181,754,167
Total General Fund	\$300,394,251
<u>Less Transfers to Other Funds</u>	<u>(171,540,007)</u>
Net General Government - General Fund	\$128,854,244
 School Division - School Fund	
School Fund	\$193,741,120

Less Transfer to Other Funds	(3,547,464)
Net School Division - School Fund	\$190,193,656

School Division - Special Revenue Funds	
School Special Revenue Funds	\$17,460,067
Less Transfer to Other Funds	(27,475)
Net School Division - Special Revenue Funds	\$17,432,592

General Government - Other Funds	
Computer Maintenance and Replacement Fund	\$599,550
Yancey Strengthening System's Grant Fund	100,000
Commonwealth's Attorney Commission Fund	60,000
Victim Witness Grant Fund	177,949
Regional Firearms Training Center – Operations Fund	218,082
Regional Firearms Training Center – Capital Fund	90,000
Criminal Justice Grant Fund	731,081
Water Resources Fund	1,388,008
Courthouse Maintenance Fund	30,776
Old Crozet School Fund	96,326
Vehicle Replacement Fund	700,582
Bright Stars Fund	1,524,946
Children Services Act Fund	9,633,312
Martha Jefferson Health Grant Fund	4,000
Housing Assistance Fund	3,465,561
General Fund School Reserve Fund	1,059,090
Charlottesville Albemarle Convention and Visitor's Bureau Fund	1,972,107
Darden Towe Park Fund	278,936
Tourism Fund	1,239,563
Economic Development Authority Fund	442,549
Economic Development Fund	35,000
Total General Government - Other Funds	\$23,847,418
Less Transfer to Other Funds	(4,182,879)
Net General Government - Other Funds	\$ 19,664,539

Capital Projects Funds	
General Government CIP Fund	\$8,703,910
School Projects CIP Fund	9,537,000
Total Capital Projects Funds	\$18,240,910

Less Transfer to Other Funds	(53,065)
Net Capital Projects Funds	\$ 18,187,845

Debt Service Funds	
General Government Debt Service Fund	\$8,850,697
School Division Debt Service Fund	13,788,312
Total Debt Service Funds	\$22,639,009

TOTAL COUNTY BUDGET	\$396,971,885
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3) That the budget for the County for the Fiscal Year beginning July 1, 2020 as described in 1) and 2) above is approved.

Agenda Item No. 3 From the Board: Matters Not Listed on the Agenda.

Ms. McKeel said there was a request from JAUNT, specifically from Mr. Sheffield, as he is applying for a grant that would support the on-demand pilot that he talked with the Board about. She said he is not asking for any funding, and no in-kind money is needed. She said Mr. Sheffield needs Mr. Gallaway to write a letter of support on the Board's behalf that he can submit with the grant application.

Ms. McKeel said the project centers on implementing the on-demand services that JAUNT and the Board have discussed, and a complete trip mobility platform. She said it would use both of those technologies to shape public transportation services around specific needs that come out of forming partnerships to create a new way of moving citizens and accessing transit.

Ms. McKeel said this is exactly what they have been talking about, and that Mr. Sheffield has found a grant he would very much like to apply for and needs the Board's support.

The Board members expressed that they supported this.

Mr. Gallaway said once the letter is done, he would share it with the Board. He said as the Board probably read in an email earlier that day, Economic Development had also put a letter in to be able to go with the grant project. He said this would be an additional letter of support from the Board to go with the application.

Ms. McKeel **moved** that the Board authorize Mr. Gallaway, as their Chair, to write a letter of support for JAUNT's on-demand grant application. Ms. LaPisto-Kirtley **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Ms. Mallek said today, May 14, was the day that the Lewis & Clark expedition began in 1803, and is also the day that the Lewis & Clark Exploratory Center opened at Darden Towe Park.

Ms. Mallek said in her virtual meeting earlier that afternoon about the Smart Scale projects, it was great to see that the Rio roundabout has come back onto the table, after 10 years and being fully developed in 2010. She said this was exciting and that some sort of plan like that will make a huge improvement to the John Warner Parkway and Dunlora area issues. She said she was pleased to see it was making progress.

Ms. Mallek said there was some discussion in the news today about the veracity of the testing for COVID-19 patients in Virginia, in national magazines like The Atlantic and amongst citizens. She said she is grateful that Mr. Doug Walker, the Incident Management Team (IMT), and the local Virginia Department of Health (VDH) are keeping their numbers pure and trustworthy. She said if they cannot trust what the numbers are, they will make a mistake as far as opening or not. She said she is very concerned about this and hopes that it will get itself sorted out quickly.

Ms. Mallek said two days ago, she received from the VACO executive director the certification forms for the County to be able to apply for the County's share of a large sum of money that has come to the State. She said she assumes staff are working on this, and wanted to make sure that this was on their radar to soon get out the door.

Ms. Price said she wanted to give a shoutout to the residents of the County. She said as she watches the news of events that are taking place around the country, she is proud of the people in Albemarle County who, despite much of the adversity many are facing, are coming together to help people and maintain civility. She said she is appreciative of living here and thanked the residents for being who they are.

Ms. Palmer said she and Ms. Price just attended their first virtual SWAAC meeting before coming to the Board meeting, and received some updates on how the COVID-19 pandemic is affecting our recycling. She said it turns out that Gerdau, who takes the County's aluminum cans, has stopped taking them because the thought is that when one drinks, they get their mouth all over the top of the can, and with the way they process the cans, Gerdau's staff felt uncomfortable continuing to take them. She said they have found a place that will take them, but this is affecting prices. She said as much of the recycling for boxes comes from stores, this has dropped precipitously.

Ms. Palmer said there have been a lot of changes and didn't want to go over them all, but thought it was important to let the Board know that it is significantly affecting the recycling markets.

Ms. Palmer said she recognizes that the County is expanding testing, and that her understanding was that there would be a testing site at Yancey the following day for people with symptoms. She said they haven't gotten to the point where they have enough tests to branch out. She said she wondered if there was any information on when they might be able to expand that testing.

Chief Dan Eggleston, Fire Rescue, asked Ms. Palmer if she was asking if they would expand testing to the scope of people who are not symptomatic.

Ms. Palmer replied that this was her question. She said this would include, for instance, spouses of people who are known to be infected. She said she has been hearing this question from people who have family members that are infected.

Chief Eggleston replied that currently, the capacity to test people outside of those who are symptomatic is not there, so they are trying to expand the testing areas to just those who are exhibiting symptoms. He said he would imagine that when testing material and the capacity from the VDH expand, they will include people who are asymptomatic and possibly, some additional testing.



Beatrice (Bea) LaPisto-Kirtley
Rivanna

Donna P. Price
Scottsville

Ann H. Mallek
White Hall

COUNTY OF ALBEMARLE
Office of Board of Supervisors
401 McIntire Road
Charlottesville, Virginia 22902-4596
(434) 296-5843 FAX (434) 296-5800

Diantha H. McKeel
Jack Jouett

Liz A. Palmer
Samuel Miller

Ned L. Galloway
Rio

May 15, 2020

Ms. Christina Gikakis
Office of Mobility Innovation
Federal Transit Administration
United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Dear Ms. Gikakis:

On May 14, 2020, the Albemarle County Board of Supervisors unanimously voted to support Jaunt's grant submittal in response to the United States Department of Transportation's (DOT) Federal Transit Administration (FTA) Accelerating Innovative Mobility (AIM) Challenge Grant Notice of Funding Opportunity. Since 1975, Jaunt has been an integral part of the Albemarle County's community; providing critical mobility solutions and public transportation to residents ensuring they have access to employment, education, healthcare, and social advancement.

Albemarle County relies on Jaunt to provide countywide public transportation. It provides over \$2,200,000 a year in funding to match federal and state transit grants so it can operate rural demand response services, three commuter routes connecting rural residents to urban employment centers, and the urban complementary paratransit service. Each day, thousands of residents rely on Jaunt for safe and reliable connections throughout the community. The Board of Supervisors looks forward to the proposed innovative approach to providing "OnDemand" transit services and offering residents a comprehensive transportation network "Complete Trip" experience.

The scope of the proposed project is exactly the challenges the County faces throughout the urban and rural areas. The difficulty residents have with accessing the Loaves and Fishes food bank is very common and causes significant inequity with individual mobility. For years, the County has tried all possible traditional transportation solutions, but none have provided a sustainable solution. However, after seeing the innovative solutions now proposed in their submittal, the County believes

May 15, 2020
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these approaches will radically change the way it can build community partnerships, create more effective services, and maximize the impact on individual mobility. Albemarle County is excited to see Jaunt apply for funding and is committed to assisting however necessary to achieve the intended success.

If you have any questions or comments, please contact me at ngalloway@albemarle.org.

Sincerely,

A blue ink signature of Ned Galloway, written in a cursive style.

Ned Galloway, Chair
Albemarle County Board of Supervisors

NLG/ckb

Agenda Item No. 4. From the County Executive: Matters Not Listed on the Agenda.

Mr. Richardson said Mr. Walker will give the Board a more in-depth review of where the organization is, connecting to the Governor's plan to move into Phase I the next day.

Mr. Richardson asked Mr. Kamptner if there was something they had to put before the Board that evening specific to a certification form that is due on May 22. He said this ties back into Ms. Mallek's earlier comment about a notification on local funding. He said the first step is to get a certification form with signatures from himself, the Board Chair, and the Chief Financial Officer (CFO).

Mr. Kamptner said this was correct. He said he sent out an email with a proposed motion with the information, which the Board had already received on Tuesday. He said under the CARES Act, the State has been allocated approximately \$644 million and that based on population, approximately \$9.5 million would be distributed to Albemarle County.

Mr. Kamptner said what they are asking the Board that evening is to consider a motion by which the Board would authorize the Chair, the County Executive, and the Chief Financial Officer to request the direct payment from the State from the Coronavirus relief fund, and also to authorize them to sign the certification form that was included in the materials. He said this will allow the County to get its request in to the State.

Mr. Kamptner said there was an email that afternoon that came in from Mr. Pete Lynch about the State being prepared to deposit approximately half of that amount before June 1. He said the deadline to get the certification is May 22, and rather than waiting until the Board's May 20 meeting, they thought the Board could proceed with taking the action that evening so that they can get the signatures and certification into the State.

Ms. Mallek **moved** that the Board authorize the Chair, County Executive, and Chief Financial Officer to request direct payment on behalf of the County from the Commonwealth of Virginia of revenues from the Coronavirus Relief Fund, and to sign on behalf of the County the certification of the receipt of the Coronavirus Relief Fund payments by the County of Albemarle, Virginia. Ms. McKeel **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Mr. Richardson said there had been some framework discussed as to how the County was working to interpret the Governor's move to move into Phase I the next day. He said Mr. Walker and staff have been working diligently to ensure there is adequate coordination between the State and Albemarle County, and also with regional partners as well.

Mr. Doug Walker, Deputy County Executive, said the email that went out to the Board as part of regular communication identified a framework for the work to date, as of a couple days ago, on Phase I.

Mr. Walker said he would be forwarding to the Board, in advance of forwarding to the entire organization, a 25-page document that they are calling the "Constitution of Guidance for Employees," also known as the "Playbook." He said Playbook is specific to Phase I, but is structured so that it can be modified moving forward into future phases. He said it is constructed as a resource document for employees, and staff believes that provides a fuller understanding of the relationship the County is developing as an employer with its employees, and the management of the relationship between employees and the public, e.g. customers, visitors, and contractors.

Mr. Walker said the document had just been finished that afternoon and would be sent out to the Board.

Mr. Walker said for the benefit of his presentation, to provide more depth, he acknowledged that the Incident Management Team has been working over the last couple weeks anticipating the Governor's move into his three-phase program called Forward Virginia. He said he wants very much to align the County's migration into recovery with the State, and also with local and regional partners, e.g. City of Charlottesville, Health Department, and UVA, to the extent they possibly can.

Mr. Walker said Forward Virginia is much more about businesses and not about government, but he is working to make sure the County is positioning itself in a way that it aligns.

Mr. Walker said the Governor noted that Virginia was ready to move into Phase I, and his intentions are to continue to move forward as a State, with one exception being Northern Virginia, which stays in Phase 0 for the next two weeks while the rest of the State moves forward on May 15. He said there are a number of factors the State is tracking, and that the County is also tracking some of these as well in concert with the Health Department, including the downward trend in new cases, the increase in testing, the availability of contact tracing capacity, PPE, resource availability and access to those resources by those who need it, and hospital resources in the local area.

Mr. Walker said the Governor uses a number of data points and slides in his presentations at press conferences. He said the one staff thinks is most meaningful is the correlation between total tests and total positive results. He said it is this correlation that is driving the State's and the County's confidence that they are making progress. He said the number of tests is going up, and that the number of positive results is also going up, with correlation between the two showing a downward trajectory.

Mr. Walker said Albemarle County Phase I will look like what is being categorized as Phase 0. He said there is not much from a program or service delivery aspect that customers of County services will see change. He said in fact, there is not much that County employees would see different, either. He said

they will continue to primarily work remotely using telework. He said they made a very rapid transition into the use of telework at the onset of the Coronavirus response, and that it has been successful. He said they will continue to do that as much as they possibly can through Phase I.

Mr. Walker said they will continue to practice social distancing. He said the face coverings for employees and customers is somewhat different. He said they have frequently and routinely used face coverings and recommended use of face coverings. He said the administrative staff who work in the building regularly use face coverings. He said all employees will be required to wear face coverings, and all customers and visitors to the buildings are going to be required to wear face coverings at all times in common areas.

Mr. Walker said in terms of the limited occupancy and physical spaces, they have recalibrated the capacity of all of their conference rooms to accommodate social distancing. He said the new capacity is posted as an indication of how many people they believe are allowed to be in each of the conference rooms in order to maintain social distancing.

Mr. Walker said they will continue to limit in-person work-related gatherings, and continue enhanced cleaning and disinfection. He said they will continue employee screening protocols, which is a self-diagnosis screening protocol that is seen coming into the building. He said they are asking employees to monitor themselves and stay home if they have any symptoms.

Mr. Walker emphasized that even as the County moves into recovery, they continue to be in full response mode. He said there are goals that they use to guide their thinking, policymaking, and actions with respect to the response to the pandemic, and that this has not changed. He said even as they move into recovery phases and talk about recovery and reconstitution, they do not want to forget the fact that they are fully involved in response. He said it affects their focus and attention, as well as their available resources, so they are in a transition plan and are being mindful.

Mr. Walker said the response goals the Board has seen, and the recovery goals they have started to see within the last week or less, are protecting the health and safety of staff and residents, supporting all people in communities, facilitating a safe transition to "normal" County operations and community economic recovery. He emphasized that even as they transition into a posture of recovery and reconstitution in Phase I, they acknowledge that it will not look much differently than Phase 0 or what has happened over the last 1.5 months or more. He said they are still focused very much on response.

Mr. Walker said in all the County does, they are grounded in the guidance they receive from the CDC, OSHA, and from the State, including the Governor, Department of Health at the State level, and the local health district.

Mr. Walker presented a slide indicating what can be expected with respect to County offices, noting that not much has changed. He said Community Development continues to receive applications and payments, and provide inspections in the field. He said they have limited their days and hours to Mondays, Wednesdays, and Fridays. He said Social Services and Police continue to receive very limited customer interaction through managed access at the 5th Street County Office Building. He said the Voter Registrar continues to allow in-person voting for the upcoming Scottsville Town Council election and for the June primaries.

Mr. Walker said the Parks and Recreation posture also remains very much the same, with parks remaining open. He said certain amenities continue to be restricted or closed. He said they invite visitors to enjoy open spaces, trails, and boat launches, which all remain accessible. He said they will continue to provide the Park Ambassadors at the parks to ensure people are using the parks safely. He said playgrounds, tennis courts, and basketball courts are closed, as are gathering areas, picnic tables, pavilions, and shelters. He said the County will continue to evaluate the safe use of these facilities as they move from Phase I towards Phase II.

Mr. Walker said the Park programming for the summer is suspended with regard to swim, summer camps, and class recreation programs. He said field reservations, which have not been available for some time, still remain unavailable.

Mr. Walker said with regard to public meetings, the community use of County facilities is still unavailable, such as meeting rooms in the County Office Building, training rooms, birthday parties that previously occurred at fire stations, and use of the community centers. He said public meetings will remain virtual. He said the Board had a conversation about their experience with the virtual format at its regular meeting last week, and the confidence that we showed in the ability to use this format has given staff a stronger indication of their determination to move forward in the use of virtual meetings. He said they are looking at using this format going forward to conduct the business in the County in a virtual way, to the extent that this is possible.

Mr. Walker said as they look at Phases II and III, staff will be sharing information with the Board when they see the possibility of getting back into Lane Auditorium. He said he knew they were eager to see each other and that staff was eager to see the Board, too, as well as the public. He said they want to do this in a safe way, and with Phase I, they do not believe they are there. He said that staff will be available to answer any questions as they move forward.

Ms. McKeel said she appreciated staff's hard work on this, and that she thinks they are taking the right approach.

Ms. Mallek said on the Governor's call with the VACO Board the day prior, he emphasized the fact that this is local choice. She said Richmond is also preparing to stand down on moving forward. She said localities need to decide for themselves whether they are ready to follow this guidance. She said the original plan the prior week was that everyone had to follow the same rules, but once Northern Virginia broke away, the necessity was that others had rights as well. She said she hoped people would keep this in mind because when Chief Eggleston said they do not have access to the testing facilities to the capacity that they can find out what the real numbers are for the area, this is a concern for her.

Ms. Mallek said there has been confusion created by the fact that the State is comingling the antibody test with the blood test. She said in order to get that downward curve to then allow them to open the State is really bringing about a lot of consternation in the public. She said it is a self-inflicted wound that they didn't need to do, but it is out there, and the County needs to make sure that its numbers that Mr. Walker and Ms. Kathryn Goodman reports are clean numbers and are using the proper descriptors so it is understood what is going on.

Ms. Mallek said the other issue she raised on the call the day prior with Ms. Angela Navarro is that some businesses are not having their employees wear masks. She said she went to a building supplier for a few seconds, and none of the customers were wearing masks, but the employees were. She said at a grocery store she went to, no one was wearing a mask, and when she called later to talk to the manager, she informed the manager there are many citizens who have told her that they refuse to go to this store because the employees are not wearing masks. She said the manager's excuse was that the Governor had not required it.

Ms. Mallek said as of the day prior, in Executive Order #61, the State is requiring businesses to provide masks and get their employees to wear them. She said this is a common expectation that every citizen should see when they go out, as she thinks everyone understands that the comfort of going out at all is what is going to help get the economy working. She said if people are afraid to shop because business owners are being irresponsible, it is not going to happen. She said it still falls upon local government for enforcement, so citizens need to call the non-emergency number so that police can take care of the issues.

Ms. Mallek said in order to not lose all the progress they have made so far, and with the numbers of people who have died that could be even worse, she hoped that everyone would be thoughtful, careful, and supportive of each other and the local businesses who are doing a good job, and to know that they are responsible locally for what they do.

Ms. LaPisto-Kirtley agreed with Ms. Mallek. She said she is worried that they could easily lose the gains they have made. She said restaurants would be opening the next day, and they are having outside patio seating. She said she hopes everyone will wear a mask because the gains that were made can quickly be lost, and she didn't want everything to have to shut down again. She said she hoped people will be considerate and careful as they slowly move into Phase I.

Ms. Price concurred with the other Supervisors' comments in terms of things they still need to do to keep themselves, friends, and neighbors safe. She thanked Mr. Walker on behalf of everyone that has been working with him and with the IMT. She said Mr. Walker has kept Albemarle County at the forefront of safety, and everyone owes him a deep debt of gratitude.

Mr. Walker said it is a talented team, and that he will be quick to point out that others have contributed. He said on behalf of the team he thanked the Board for their comments.

Ms. Palmer said she would like to know if the Board can get some more information on the increased testing in the State. She asked if there is a graph, spreadsheet, or information that shows the incremental increase over the last month or six weeks. She said she would like to have more information about how they are going forward. She said it is very clear with the criteria they are supposed to be making these decisions on that they do not meet some of that criteria locally. She said she would like to know where they are going on contact tracing and testing.

Ms. Palmer said she had already talked to Mr. Richardson about there being a privacy issue with respect to discussing who is infected and the deaths that have happened locally. She said when there is a cluster, which the County has had, it would be good to think about how they can communicate with residents locally that this is happening so that they can understand though perhaps not with specifics. She said this was something to consider going forward in communicating with people.

Ms. Palmer thanked staff for doing a wonderful job.

Ms. McKeel said this was an entirely different subject, but she has had several inquiries from people who are suddenly realizing that they haven't received their tax bills. She said the County delayed the tax payments, but wanted to know the expectation for when those bills will go out. She said she was happy to receive an answer later. She said people are saying that by now, they would usually already have them.

Ms. Emily Kilroy, Director of Communications and Public Engagement, replied that the bills should go out by early the next week and should be arriving in mailboxes by the end of the next week.

Mr. Gallaway said the Board could follow up with other questions to Mr. Walker, and if there are

any further updates as far as how things go with Phase I, they could receive those next Wednesday.

Mr. Walker said they would immediately be starting to plan for Phase II, even as they continue their response protocols.

**CERTIFICATION for RECEIPT of
CORONAVIRUS RELIEF FUND PAYMENTS
by
COUNTY OF ALBEMARLE, VIRGINIA**

We the undersigned represent COUNTY OF ALBEMARLE, VIRGINIA
(the locality), and we certify that:

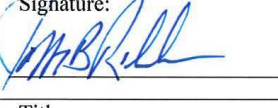
1. we have the authority to request direct payment on behalf of the locality from the Commonwealth of Virginia of revenues from the Coronavirus Relief Fund (CRF) pursuant to section 601(b) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. we understand that the Commonwealth of Virginia will rely on this certification as a material representation in making a direct payment to the locality.
3. the locality's proposed uses of the funds received as direct payment from the Commonwealth of Virginia under section 601(b) of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 - b. were not accounted for in the budget most recently approved as of March 27, 2020, for the locality; and
 - c. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
4. any funds that are not expended or that will not be expended on necessary expenditures on or before December 30, 2020, by the locality or its grantee(s), must be returned to Commonwealth of Virginia no later than December 30, 2020, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any such unexpended funds that have not been returned to the Commonwealth within 30 days of December 30, 2020.
5. we understand that the locality will not receive continued funding beyond December 30, 2020, from any source to continue paying expenses or providing services that were initiated or previously supported from CRF funds prior to December 30, 2020.
6. funds received as a direct payment from the Commonwealth of Virginia pursuant to this certification must adhere to official federal guidance issued or to be issued regarding what constitutes a necessary expenditure.
7. any CRF funds expended by the locality or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to the Commonwealth of Virginia within 30 days of a finding that the expenditure is disallowed, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any and all such funds that are not repaid within 30 days of a finding that the expenditure is disallowed.
8. as a condition of receiving the CRF funds pursuant to this certification, the locality shall retain documentation of all uses of the funds, including but not limited to payroll time records, invoices, and/or sales receipts. Such documentation shall be produced to the Commonwealth of Virginia upon request.
9. the locality must maintain proper accounting records to segregate these expenditures from those supported by other fund sources and that all such records will be subject to audit.

- 10. any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected revenue collections from taxes, fees, or any other revenue source.
- 11. any CRF funds received pursuant to this certification will not be used for expenditures for which the locality has received funds from any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense nor may CRF funds be used for purposes of matching other federal funds unless specifically authorized by federal statute, regulation, or guideline.

For counties only

- 12. an equitable share of CRF funds received pursuant to this certification shall be shared with and granted to each town within its jurisdiction. Such grant(s) shall be used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. The county issuing the grant is responsible for the ensuring compliance with the documentation requirements required by this certification and shall ensure that the use of the funds meets the requirements set forth in this certification.

We certify that we have read the above certification and our statements contained herein are true and correct to the best of our knowledge.

By: Ned L. Gallaway	By: Jeffrey B. Richardson	By: William M. Letteri
Signature: 	Signature: 	Signature: 
Title: Chair, Albemarle County Board	Title: County Executive	Title: Chief Financial Officer
Date: 5/19/20	Date: 5/18/20	Date: 5/15/20

Agenda Item No. 5. Closed Meeting.

At 7:29 p.m., Ms. LaPisto-Kirtley **moved** that the Board of Supervisors go into a Closed Meeting pursuant to Section 2.2-3711(A) of the Code of Virginia:

- Under Subsection (1), to discuss and consider an appointment to the Planning Commission.

Ms. Palmer **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Agenda Item No. 6. Certify Closed Meeting.

At 7:34 p.m., the Board reconvened into open meeting. Ms. LaPisto-Kirtley **moved** that the Board of Supervisors certify by a recorded vote that, to the best of each supervisor’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 meeting were heard, discussed, or considered in the closed meeting. The motion was **seconded** by Ms. Palmer.

Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Agenda Item No. 7. Boards and Commissions.
Item No. 7. a. Vacancies and Appointments

Mr. Gallaway **moved** that the Board make the following appointments:

- **Appoint**, Mr. Daniel Bailey to the Planning Commission as the Rio District Representative with said term to expire on December 31, 2021.

Ms. Price **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, Ms. Palmer, and Ms. Price
NAYS: None

Agenda Item No. 8. Adjourn to May 20, 2020, 3:00 p.m., electronic meeting pursuant to Ordinance NO. 20-A(6).

At 7:36 p.m., the Board adjourned its meeting to May 20, 2020, 3:00 p.m., electronic meeting held by electronic communication means using Zoom and a telephonic connection pursuant to Ordinance No. 20-A(6), “An Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster.”

Chair

Approved by Board
Date 10/06/2021
Initials CKB