At a Regular Meeting of the Orange County Board of Supervisors held on Tuesday, August 12, 2025, beginning at 5:00 p.m., in the Meeting Room of the Public Safety Building, 11282 Government Center Drive, Orange, Virginia. Present: R. Mark Johnson, Chairman; Eduward M. Van Hoven, Vice Chairman; Crystal D. Hale, Keith F. Marshall and J. Bryan Nicol. Absent: None. Also present: Glenda B. Paul, Interim County Administrator; Amy Wilson, County Attorney; and LaToya M. Smith, Chief Deputy Clerk.

RE: ADOPTION OF AGENDA

On the motion of Mr. Nicol, seconded by Ms. Hale, which carried by a vote of 5-0, the Board adopted the agenda, as presented. Ayes: Nicol, Johnson, Hale, Marshall, Van Hoven. Nays: None. Absent: None.

RE: SPECIAL PRESENTATIONS AND APPEARANCES

RE: VIRGINIA STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

Michelle Mixell, Director of Development Services, briefed the Board on the December 2024 review of the County's Erosion and Sedimentation Control Program, which resulted in a Corrective Action Agreement that identified required actions and time frames for formalizing and/or correcting existing procedures, and requested the existing Erosion and Sedimentation Control Ordinance (Chapter 26) align with legislative requirements, etc. An outcome of addressing the items outlined in the Corrective Action Agreement resulted in the need for greater clarity on the appropriate application of an Agreement in Lieu of an Erosion and Sediment Control Plan for single family detached residential structures, and when a development is considered a Common Plan of Development or Sale, which requires review and approval of a Stormwater Management Plan and permit issuance from DEQ prior to the County issuing a land disturbance permit under the County's administered Erosion and Sedimentation Control Program. Ms. Mixell reminded the Board that the Department of Environmental Quality administers the Virginia Stormwater Management Program in Orange County.

Chantz Ballard and April Rhodes were present on behalf of the Virginia Department of Environmental Quality's Office of Stormwater Management to provide an overview of what constitutes a Common Plan of Development or Sale and to discuss related requirements of the Stormwater Management Program. The slideshow presentation consisted of the following components: Virginia Erosion and Stormwater Management Act & Regulation; Source of the Requirement – EPA; Definitions and Applicability: (1) Common Plan of Development or Sale; (2) Agreement in Lieu of a Plan; Examples of Common Plan of Development or Sale; and Examples of Agreement in Lieu of a Plan.

Board Members were allowed to ask questions following the presentation. It was noted that DEQ will provide a letter of clarification to the County, outlining the next steps in the program implementation.

RE: CONSENT AGENDA

On the motion of Mr. Nicol, seconded by Mr. Van Hoven, which carried by a vote of 5-0, the Board adopted the Consent Agenda, as presented.

Ayes: Johnson, Van Hoven, Hale, Marshall, Nicol. Nays: None. Absent: None.

RE: FY26 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)

As part of the Consent Agenda, the Board approved the following budget amendments, as presented:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BUDGET	BUDGET CHANGE	AMENDED BUDGET
30045004 35975	FA-DCJS For Sheriff	-	(169.00)	(169.00)
43120006 46800	SHF Forfeited Asset Expenses	-	169.00	169.00
30030002 33625	Donations-Triad	-	(1,000.00)	(1,000.00)
43120008 46800	File for Life Program Expenses	-	1,000.00	1,000.00
30030002 33625	Donations-Triad	-	(3,000.00)	(3,000.00)
43120008 46800	TRIAD Program Expenses	2,000.00	1,500.00	3,500.00
43120008 46800	Project LifeSaver Program Exp	-	1,500.00	1,500.00
30030006 33500	Donations-Animal Shelter	-	(890.00)	(890.00)
43520003 43115	Prof. Serv.-Emergency Vet	-	890.00	890.00
30045006 35775	State - Airport Grant	-	(4,184.00)	(4,184.00)
48170002 43370	Repairs & Maintenance-Grounds	22,361.00	4,184.00	26,545.00
30026501 32400	Orange Library-Lost Books	-	(31.00)	(31.00)
30026501 32475	Wilderness Library-Lost Books	-	(30.00)	(30.00)
30030004 32420	Donations-Orange Library	-	(230.00)	(230.00)
47310003 46415	A/V Materials-Adult	9,790.00	20.00	9,810.00
47310003 46417	A/V Materials-Juvenile	2,200.00	20.00	2,220.00
47310003 46452	Books-Juv-Other Vend	8,500.00	20.00	8,520.00
47310003 46457	Books-Young Adult OV	3,000.00	20.00	3,020.00
47310003 46462	Books-Adult-Oth Ven	9,500.00	130.00	9,630.00
47310003 46467	Books-Refer-Other Ve	500.00	20.00	520.00
47310003 46466	Replacement Books - Refunds	-	31.00	31.00
47320003 46466	Serv Replacement Books - Refunds	-	30.00	30.00
49310006 47100	To General Fund	-	230.00	230.00
30051001 39312	Transfer From Capital Proj Fun	-	(230.00)	(230.00)
44310005 46100 P1663	Veh & Equipment Supplies-Fuel	-	1,000.00	1,000.00
49140001 45901 P0101	Contingency-County Admin.	1,000.00	(1,000.00)	-
43120001 45505 P1201	Training Exp-RRCJA	28,515.00	4,637.00	33,152.00
49150001 41903 P0331	Reserve for Benefits	114,260.00	(4,637.00)	109,623.00

RE: <u>FY25 BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)</u>

As part of the Consent Agenda, the Board approved the following budget amendments, as presented:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BUDGET	BUDGET CHANGE	AMENDED BUDGET
30052020 39900	Appropriated Fund Balance	(1,077,371.40)	(246,492.00)	(1,323,863.40)
30052020 39900	Appropriated Fund Balance	(1,077,371.40)	(2,840.00)	(1,080,211.40)
49400101 43305	Fees & Charges - Bank Fees	-	2,840.00	2,840.00
49400101 43305	Fees & Charges - Bank Fees	-	246,492.00	246,492.00
30033501 33250	(Misc)Miscellaneous	(31,109.00)	(150.00)	(31,259.00)
43120001 46350	Police Supplies	88,631.40	150.00	88,781.40
43231011 41200 P1401	Overtime	328,354.00	475,000.00	803,354.00
43231013 43360 P1432	Repairs & Maintenance-Vehicles	60,000.00	181,500.00	241,500.00
43552003 45500 V1003	Training-EMT to Paramedic	173,364.00	(100,000.00)	73,364.00
43552003 41111 V1002	Wages-Regular	100,000.00	(33,464.00)	66,536.00
43552003 42100 V1002	Fica & Medicare	7,650.00	(2,931.00)	4,719.00
43552003 42210 V1002	Retirement	9,230.00	(4,083.00)	5,147.00
43552003 42310 V1002	Medical Insurance	16,560.00	(8,434.00)	8,126.00
43552003 42400 V1002	Group Life Insurance	1,340.00	(672.00)	668.00
43552003 42500 V1002	Disability Insurance	375.00	(92.00)	283.00
43552003 42710 V1002	Worker's Compensation	1,947.00	(636.00)	1,311.00
43552003 46000 V1002	Office Supp-Other	5,000.00	(1,341.00)	3,659.00
43552003 46015 V1002	Office Supp.-Comp. Software	1,000.00	(850.00)	150.00
43552003 46100 V1002	Vehicle & Equip. Supp.-Fuel	1,000.00	(1,000.00)	-
43552003 46105 V1002	Vehicle Supp-Other	500.00	(500.00)	-
43552003 46250 V1002	Medical & Laboratory Supplies	4,648.00	(4,648.00)	-
43552003 46505 V1002	Other Oper Supp-Protect Equip	750.00	(750.00)	-
43551006 45900	Contingency-ARPA	397,443.00	(397,443.00)	-
43551001 45900	Contingency-CARES	157,387.00	(99,656.00)	57,731.00
30051016 39290	Transfer from Covid-19 Fund	-	(656,500.00)	(656,500.00)
49310015 47275	Transfer to Fire/EMS Fund	-	656,500.00	656,500.00
48188001 47740	Broadband Authority-GF	1,337,858.00	2,138,416.00	3,476,274.00
30045001 35780	Cat Aide-State-GF	(1,337,858.00)	(2,138,416.00)	(3,476,274.00)

RE: FY25 SCHOOL BUDGET AMENDMENTS (SUPPLEMENTALS AND TRANSFERS)

As part of the Consent Agenda, the Board approved the following school budget appropriations, as presented, which represent additional State and Federal grant revenue that has been awarded to Orange County Public Schools:

Operating Fund State – SOQ Bonus $515,687
Operating Fund Federal – School-Based Mental Health $108,000
Food Service State – School Breakfast Program $85,558

The Orange County School Board requests appropriation of these funds, which would increase the Operating budget by $623,687 and the Food Service budget by $85,558.

RE: ADOPTION OF THE JUNE 24, 2025 REGULAR MEETING MINUTES

As part of the Consent Agenda, the Board adopted the June 24, 2025 Regular Meeting minutes, as presented.

RE: OLD BUSINESS

There was no Old Business to be discussed at this time.

RE: NEW BUSINESS

RE: RESOLUTION FOR THE PERSONAL PROPERTY TAX RELIEF ACT (PPTRA) FOR 2025

Andrew Oliver, Finance Director, explained that, in accordance with County Code, each year, staff, in consultation with the Commissioner of the Revenue and the Treasurer, determined the extent to which Personal Property Tax Relief Act (PPTRA) funds from the State would provide relief to Orange County taxpayers.

Mr. Oliver reported that staff had reviewed the actual personal property tax revenues to be received in Tax Year 2025 and compared those to the budgeted PPTRA funds expected from the State. Based on those figures, staff determined the personal property tax relief available in Tax Year 2025 to be 21.66%, down from 22.30% for Tax Year 2024.

Ms. Hale mentioned that she would like to look into the possibility of offering personal property tax relief for the County's volunteer fire and rescue workers, at some point in the future.

On the motion of Mr. Marshall, seconded by Ms. Hale, which carried by a roll call vote of 5-0, the Board adopted the following resolution, as presented:

RE: RESOLUTION TO ADOPT THE PERSONAL PROPERTY TAX RELIEF ACT (PPTRA) FOR 2025

WHEREAS, the Personal Property Tax Relief Act of 1998, Va. Code Section 58.1-3523 et seq. ("PPTRA"), was substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-06 Appropriations Act, hereinafter cited as the "2005 Appropriations Act"); and

WHEREAS, these legislative enactments require the County to take affirmative steps to implement these changes, and to provide for the computation and allocation of relief provided pursuant to the PPTRA, as revised; and

WHEREAS, these legislative enactments provide for the appropriation to the County, commencing in 2006, of a fixed sum to be used exclusively for the provision of the tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax ("PPT") on such vehicles; and

WHEREAS, on December 13, 2005, the Orange County Board of Supervisors adopted an ordinance to provide for the implementation of the 2004-2005 changes to the Personal Property Tax Relief Act of 1998-Specific Relief; and

WHEREAS, the Commissioner of the Revenue, Treasurer, and Finance Director have calculated that the revenue to be received by the County from the State for PPTRA equates to approximately 21.66% for Tax Year 2025;

NOW, THEREFORE, BE IT RESOLVED, on this 12th day of August, 2025, that the Orange County Board of Supervisors hereby establishes the following:

In accordance with the current State requirements for PPTRA, qualifying vehicles used within the County commencing January 1, 2025, shall receive personal property tax relief in the following manner:

1. Personal use vehicles valued at $1,000 or less will be eligible for 100% tax relief;

2. Personal use vehicles valued at $1,001 to $20,000 will be eligible for 21.66% tax relief;

3. Personal use vehicles valued at $20,001 or more shall only receive 21.66% tax relief on the first $20,000 of value; and

4. All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

Ayes: Marshall, Hale, Nicol, Johnson, Van Hoven. Nays: None. Absent: None.

RE: MATTERS FOR DISCUSSION OR CONSIDERATION

RE: STAKEHOLDER ENGAGEMENT FOR THE 2026-2030 ECONOMIC DEVELOPMENT AND TOURISM STRATEGIC PLAN

Julie Perry, Director of Economic Development and Tourism, was recognized and introduced Ian Ginger, the newly hired Assistant Director of Economic Development and Tourism for Orange County.

Ms. Perry reported that it is time to look at updating the County’s Economic Development and Tourism Strategic Plan, noting that the current 2021-2025 plan has served as a guiding document defining major economic development initiatives and department programs for Orange County. With changing economic conditions and emerging opportunities, an update to the plan is necessary to evaluate the County’s strategies and to create a strategic roadmap for the next five years.

Ms. Perry presented staff’s proposed multi-pronged approach to the stakeholder engagement process: (1) Consultant-Led Stakeholder Engagement; (2) One-on-One Interviews; and (3) In-House Research & Drafting. She then outlined the expected outcomes and proposed timeline, noting that staff is requesting the Board of Supervisors’ endorsement of this proposed approach for updating the Economic Development and Tourism Strategic Plan, as well as authorization to conduct meetings with the stakeholder groups as identified.

Ms. Perry noted that the consulting firm of Platinum PR has been engaged for this project, for a contract amount of $12,900.

The Board expressed a desire to conduct a worksession on this matter, to be held on Tuesday, September 9, 2025.

RE: DEPARTMENT DIRECTOR / CONSTITUTIONAL OFFICER REPORTS
There were no Department Director or Constitutional Officer reports at this time.

RE: COUNTY ATTORNEY'S REPORT
Ms. Wilson had nothing to report at this time.

RE: COUNTY ADMINISTRATOR'S REPORT
Ms. Paul reported that Encompass Community Supports has announced they have decided to withdraw from putting forth an application for the Madison Road Supportive Housing Project at this time. They have indicated several factors impacted that decision, one being the potential change in federal funding availability.

Ms. Paul reminded the Board of Senator Mark Warner's upcoming visit to Orange County for the Agricultural Roundtable to be held at the Extension Office on August 28, 2025.

RE: BOARD COMMENTS
Board members offered condolences on the passing of Kaci Daniel, who served as Orange County's 4-H Extension Agent for 24 years.

RE: INFORMATIONAL ITEMS
The Board received the following correspondence for its information:

- CSA Monthly Report

RE: APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES
By consensus, the Board re-appointed Jeffrey Palmer as the At-Large Representative on the Lake Anna Advisory Committee (LAAC) for a four-year term, commencing January 1, 2026, and expiring on December 31, 2029.

By consensus, the Board appointed J. Bryan Nicol as the Orange County representative on the Rappahannock-Rapidan Regional Commission, filling the post previously held by former County Administrator Ted Voorhees. Said term shall run commensurate with Mr. Nicol's term on the Board of Supervisors, or until such time the Board takes subsequent action.

By consensus, the Board appointed J. Bryan Nicol as the Orange County representative on the Central Virginia Regional Jail Authority. Mr. Nicol's appointment is to fill the unexpired four-year term previously held by former County Administrator Ted Voorhees through November 30, 2028.

By a majority consensus of 4-1, with Mr. Marshall, Mr. Van Hoven, Mr. Nicol, and Ms. Hale voting "aye', and Mr. Johnson voting "nay", the Board appointed David Davies as an Orange County (At-Large) Representative on the Rapidan Service Authority, filling the unexpired term previously held by former County Administrator Ted Voorhees, through June 30, 2027.

RE: CALENDAR
The Board received copies of its updated calendar of meetings for the months of August 2025, September 2025, and October 2025.

RE: PUBLIC HEARING: ORDINANCE TO AMEND ARTICLE V, TRANSIENT OCCUPANCY TAX, OF CHAPTER 58, TAXATION, OF THE ORANGE COUNTY CODE OF ORDINANCES, SPECIFICALLY SECTION 58-254. REPORT AND REMITTANCE OF TAX
Glenda Paul, Interim County Administrator, summarized the proposed amendments.

At this time, Chairman Johnson called the Public Hearing to order to receive comments on the following:
ORDINANCE TO AMEND ARTICLE V, TRANSIENT OCCUPANCY TAX, OF CHAPTER 58, TAXATION, OF THE ORANGE COUNTY CODE OF ORDINANCES, SPECIFICALLY SECTION 58-254. REPORT AND REMITTANCE OF TAX

No one spoke; No written correspondence was received. Chairman Johnson closed the Public Hearing.

On the motion of Mr. Nicol, seconded by Ms. Hale, which carried by a roll call vote of 5-0, the Board adopted the following ordinance as presented. Ayes: Johnson, Nicol, Van Hoven, Marshall, Hale. Nays: None. Absent: None.

RE: AN ORDINANCE TO AMEND ARTICLE V, TRANSIENT OCCUPANCY TAX, OF CHAPTER 58, OF CHAPTER 58, TAXATION, OF THE ORANGE COUNTY CODE OF ORDINANCES, SPECIFICALLY SECTION 58-254

WHEREAS, the Board of Supervisors consideration was requested to amend the report and remittance requirements, as contained in Article V, Transient Occupancy Tax, of Chapter 58, Taxation, of the Orange County Code of Ordinances, specifically Section 58-254. Report and Remittance of Tax; and

WHEREAS, the Board of Supervisors advertised and conducted the required Public Hearing on the amendments on Tuesday, August 12, 2025; and

WHEREAS, the Board of Supervisors hereby supports the proposed amendments, as presented during the Public Hearing;

NOW, THEREFORE, BE IT ORDAINED, on this 12th day of August, 2025, that the Orange County Board of Supervisors hereby approves the amendments to the report and remittance requirements, as contained in Article V, Transient Occupancy Tax, of Chapter 58, Taxation, of the Orange County Code of Ordinances, specifically Section 58-254, as presented and attached.

Amendments to the Orange County Code of Ordinances

As adopted in Ord. No. 250812 - PH1
by the Orange County Board of Supervisors
on August 12, 2025

Sec. 58-254 - Report and Remittance of Tax

(a) For any retail sale of accommodations facilitated by an accommodations intermediary, the accommodations intermediary must remit the tax imposed pursuant to this Article to the Commissioner.

(b) For any retail sale of accommodations not facilitated by an accommodations intermediary, the accommodations provider must remit the tax imposed pursuant to this Article to the Commissioner.

(c) For any transaction for the retail sale of accommodations involving two or more parties that meet the definition of accommodations intermediary, nothing in this Article prohibits such parties from making an agreement regarding which party will be responsible for collecting and remitting the tax, so long as the party so responsible is registered with the Commissioner for purposes of remitting the tax. In such event, the party that agrees to collect and remit the tax will be the sole party liable for the tax, and the other parties to such agreement will not be liable for such tax.

(d) The person collecting any such tax required pursuant to this Article must make out a report on such forms and setting forth such information as the Commissioner may prescribe and require, showing the amount of total room charges collected, and the tax required to be collected, and must sign and deliver the same to the Commissioner with a remittance of such tax.

(e) Such reports and remittances must be made monthly on or before the 20th day of the month and covering the amount of tax collected during the preceding month. If the remittance is by check or money order; it must be payable to the County and all remittances received hereunder by the Commissioner must be promptly delivered to the Treasurer.

(f) Each accommodations intermediary must submit to the Commissioner the property addresses and gross receipts for all accommodations facilitated by the accommodations intermediary in Orange County on a monthly basis.

(g) An accommodations provider shall not be required to submit a report to the Commissioner of the Revenue if (i) all retail sales of accommodations owned by the accommodations provider are facilitated by an accommodations intermediary; and (ii) the accommodations provider attests to the locality that all such sales are facilitated by an accommodations intermediary. Such attestation shall be effective for twelve (12) months beginning with the month in which the attestation is made. Thereafter, such attestation shall be due annually on a date determined by the Commissioner of the Revenue, on such forms and in such manner as the Commissioner of the Revenue may prescribe and require. However, such accommodations provider shall make out and submit a report in accordance with this subsection for the retail sale of any accommodations not facilitated by an accommodations intermediary and shall remit such tax as otherwise required by this Article.

RE: CLOSED MEETING
At 6:22 p.m., Ms. Wilson read the following motion authorizing Closed Meeting:

WHEREAS, the Orange County Board of Supervisors desired to discuss in Closed Meeting the following matters:

- Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salary, disciplining, or resignation of specific employees of the public body concerning Economic Development and Fire and EMS, as permitted by Section 2.2-3711.A.1 of the Code of Virginia.

- Consultation with the County Attorney regarding a legal matter requiring the provision of legal advice, specifically concerning annexation, as permitted by Section 2.2-3711.A.8 of the Code of Virginia.

- Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, said contract concerning personnel recruitment, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body, as permitted by Section 2.2-3711.A.29 of the Code of Virginia.

WHEREAS, pursuant to §§2.2-3711 (A)(1), (A)(8), and (A)(29) of the Code of Virginia, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Orange County Board of Supervisors hereby authorized discussion of the aforestated matters in Closed Meeting.

On the motion of Mr. Nicol, seconded by Mr. Van Hoven which carried by a vote of 5-0, the Board adopted the resolution authorizing Closed Meeting, as presented.

Ayes: Johnson, Van Hoven, Hale, Marshall, Nicol. Nays: None. Absent: None.

RE: CERTIFICATION OF CLOSED MEETING
At 7:56p.m., Ms. Smith read the following resolution certifying Closed Meeting:

WHEREAS, the Orange County Board of Supervisors has, this day, adjourned into Closed Meeting in accordance with a formal vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED, that the Orange County Board of Supervisors hereby certified that, to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applied, and ii) only such public business matters as were identified in the motion by which the said Closed Meeting was convened were heard, discussed or considered by it.

Ayes: Nicol, Johnson, Hale, Marshall, Van Hoven. Nays: None. Absent: None.

RE: ADJOURN

On the motion of Ms. Hale, seconded by Mr. Nicol, which carried by a vote of 5-0, the Board adjourned the meeting at 7:57 p.m. Ayes: Johnson, Van Hoven, Hale, Marshall, Nicol. Nays: None. Absent: None.

R. Mark Johnson, Chairman

Glenda B. Paul, County Administrator