

# City Council Meeting Packet



**July 12, 2016**

## AGENDA

Norton City Council

July 12, 2016

6:00 P.M.

1. Roll Call
2. Invocation – Rev. Gary Hill
3. Pledge of Allegiance
4. Approval of Minutes
  1. Meeting of June 28, 2016
5. Audience for Visitors
6. New Business
  - A. Resolution Approving the Planning District One Community Services Board Performance Contract for FY17 and FY18.
  - B. Discussion Regarding Fines for Littering.
  - C. Consideration of a Proposed “Adopt-A-Spot” and Adopt-A-Trail” Cleanup Program in the City of Norton.
  - D. Confirmation of Checks(s)/Transfer(s) in Excess of \$100,000.
  - E. Closed Meeting to Discuss Personnel as Per Section 2.2-3711 (A) (1) of the City of Virginia, as Amended and Consultation with Legal Counsel Pertaining to Actual or Probable Litigation Per Section 2.2-3711 (A) (7) as Amended.

1. Appointment to the Black Diamond Rural Conservation Development Council for a Two (2) Year Term; Currently Mark Leonard Whose Term Ends 7/1/2016.

To 7/1/2018

7. Comments by the City Manager, City Attorney, and City Council.
8. Adjournment.

A special called meeting of the Norton City Council was held on Tuesday, June 28, 2016 at 6:00 p.m. in the Municipal Council Chambers with Mayor William Mays presiding.

Present: Mark Caruso, Robert Fultz, Jr., William Mays, Joseph Fawbush, and Dee Belcher

Also Present: Fred L. Ramey, Jr., City Manager

The invocation was given by the Reverend Ken Taylor and was followed by the Pledge of Allegiance led by Police Chief James Lane.

At this time, Mayor Mays advised he would like City Council to consider amending the agenda to include under Item 5-A Special Presentations, under Item 6-A1 A Resolution Adopting a Five (5) Year Capital Improvement Plan, and to table Item 6-E.

It was the consensus of Council to amend the agenda to include under Item 5-A Special Presentations, under Item 6-A1 A Resolution Adopting a Five (5) Year Capital Improvement Plan, and to table Item 6-E as specified above.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by the following vote: YES – Caruso, Fultz, Fawbush, Mays, Belcher, NO – None, ABSENT – None, Council moved to adopt the minutes of the June 21, 2016 meeting as presented.

During the Mayor's call for visitors, Sam Adams, one of the coaches for the Norton Little League 9 & 10 year old Girls Softball Team, and Tim McNew, President of the Norton Little League, was present to request financial assistance for their upcoming trip to Bridgewater, Virginia. Mr. Adams presented each Council member with a photo of the team and advised the girls recently won the District 13 Championship for the 2<sup>nd</sup> year in a row. Mr. McNew advised Council the team was conducting fund raisers for the trip and he had completed the City's Donation Policy & Application. They are asking Council for a donation to help defray the expenses incurred during participation in the State Softball Tournament.

Following a lengthy discussion and upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by unanimous roll call vote, Council moved to approve up to \$2,000 to the Norton Little League for the 9 & 10 year old Girls Softball Team to help defray the expenses incurred during participation in the State Softball Tournament with said funds to come from unappropriated reserves.

Chris Jones, Chairman of the Norton Tourism Committee, was present to give Council an update on the activities of the Committee. He advised the Committee has received a price for the Woodbooger family statues and he asked Council and the City Manager to be thinking about where to locate the figures downtown. He advised he had also spoken with Police Chief James Lane regarding the Police Department and the Tourism Committee doing a joint project promoting downtown highlighting the safe streets and well-lit

sidewalks to encourage people to come downtown. The Committee is also interested in lighting Flag Rock and will be looking into this project.

The primary purpose for Mr. Jones visit tonight was to update Council on The High Knob Music Festival that he and some volunteers are planning on High Knob. The event is planned for Saturday, July 23<sup>rd</sup> from 8 p.m. to Midnight at the High Knob Recreation Lake. Dave Edgar headlines the entertainment and several local artists have signed up to perform. Wise County has partnered with them and gave \$2,000 for advertising and Charlie Thompson gave \$500 for the event.

Council thanked Mr. Jones and the Tourism Committee for their efforts and asked Mr. Jones to get information on the music festival to Mr. Ramey for advertising on the City's social media and Channel 51 (NMAC).

At this time, Mayor Mays advised there were some special presentations to be made and asked the City Manager to elaborate on the acknowledgements.

Mr. Ramey advised two recent graduates from Georgetown University, Madison Ashley and Allison Heymann, have spent their summer in the City volunteering two days per week on trail development at the Flag Rock Recreation Area.

Mr. Shayne Fields, Trails Coordinator, spoke briefly to Council about their volunteerism and introduced Madison Ashley and Allison Heymann to Council.

Mayor Mays, on behalf of Council, presented Ms. Ashley and Ms. Heymann with a plaque recognizing their volunteer service.

After the presentation of these plaques, applause was given to these volunteers and a group picture was taken with Council.

Council had before them An Ordinance Adopting the Budget for the City of Norton, Virginia for the Fiscal Year of July 1, 2016 Thru June 30, 2017 Appropriating Funds for All Contemplated Expenses of the City for the Fiscal Year and Placing Levies Upon all Real Estate, Personal Property and Bank Stock, Licenses, Fees, User Charges, and all Other Levies as Previously Imposed or Modified Herein.

During comments from Council, Councilman Fawbush applauded Mr. Ramey and Mr. Jeff Shupe, Director of Finance, as well as fellow Council members, for their work on the budget. He is optimistic for a brighter future and is proud of the budget presented tonight for Council's adoption.

Mayor Mays commended the City's Department Heads for their work on the budget as well as all City employees.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to adopt An Ordinance Adopting the Budget for the City of Norton, Virginia for the Fiscal Year of July 1, 2016 Thru June 30, 2017 Appropriating Funds for All Contemplated Expenses of the City for the Fiscal Year and Placing Levies Upon all Real Estate, Personal Property and Bank Stock, Licenses, Fees, User Charges, and all Other Levies as Previously Imposed or Modified Herein.

Mayor Mays thanked Council for their work on the budget. (Insert)

In their packets, Council had been given a copy of A Resolution of the City Council of the City of Norton Adopting a Five Year Capital Improvements Program.

Mr. Ramey advised Council has placed money in the budget to begin funding capital projects and this first year plan includes purchasing trail equipment, leasing a dump truck, sidewalk and vehicle replacement, stonewall and bridge repairs, and new voting equipment. He is pleased with the plan and hopes the City can get back to the level of funding for capital improvement as in years past.

There were no comments from Council.

Upon a motion by Councilman Fawbush, seconded by Councilwoman Belcher, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to adopt A Resolution of the City Council of the City of Norton Adopting a Five Year Capital Improvements Program.  
(Insert)

At this time, Mr. Ramey introduced Dylan Reilly, a graduate student at the University of Maryland, who is working on his Masters in Landscape Architecture and is doing his thesis on the proposed Norton Riverwalk.

Mr. Reilly, via a PowerPoint presentation, gave Council an update on his project and on the upcoming Norton Riverwalk Community Design Event scheduled for Thursday, July 7<sup>th</sup> at 6:00 p.m. He gave Council the background on his project and stated it includes a research and design portion. The input he receives from the community on July 7<sup>th</sup> will be incorporated into a design that he will present to Council in August. He hopes his research will assist the City with grant funding and suggests the project be completed in two phases.

Following a brief discussion of the project, Mayor Mays thanked Mr. Reilly for his work on the proposed Norton Riverwalk project.

Council had been presented in their packets a copy of a Proposed Adopt-A-Spot and Adopt-A-Trail Cleanup Program in the City.

Mr. Ramey gave Council a brief overview of the proposed cleanup program and advised the High Knob Outdoor Club is already interested in adopting an area. He asked Council to review the two forms and he would place back on a future agenda for discussion.

Shayne Fields, from the audience, stated Jane Sandt had asked him if a “No Littering” sign could be installed.

Mr. Ramey advised he had already spoken with Ms. Sandt regarding this request.

Following a brief discussion, Mayor Mays asked the City Manager to place the proposed cleanup program and the discussion of a litter fee on the same agenda for Council’s consideration.

Mayor Mays asked Council to review their calendars for July and August so Council meetings could be determined for these two months.

After a brief discussion, Council decided to meet once during the months of July and August on July 12<sup>th</sup> and on August 16<sup>th</sup>.

In comments from the City Manager, Mr. Ramey advised that:

Council's nominees for the Board of Zoning Appeals have been approved by the Wise County Circuit Court.

The July 4<sup>th</sup> fireworks and parade are scheduled for Saturday, July 2<sup>nd</sup>.

The proposed Norton Riverwalk Community Design Meeting is Thursday, July 7<sup>th</sup> at 6:00 p.m. at the Norton Community Center. Citizens will discuss and share their design ideas for the Riverwalk with Dylan Reilly.

Several upcoming camps are scheduled for this summer. The camps include a Basketball Camp, Outdoor Camp, and an Environmental Camp.

In comments from Council:

Councilman Caruso stated he would like to see the lighting of Flag Rock.

He advised Jane Sandt told him she attended the firefly event at the High Knob Recreation Lake and all the fireflies blinked in sink as advertised. This is a great marketing event for tourism.

He was glad to see two City employees at Flag Rock discussing how to replace the bridge to Flag Rock.

Two students from the University of Virginia have spent five days filming our area and will provide multiple television ads, billboard designs, and newspaper and radio ads in addition to preparing a tourism website. These items will be ready for release next summer.

After August, he believes Council needs to prepare a strategic plan to guide them for the next five years.

Councilman Fultz stated he thought a coordinated day on High Knob to view several selected locations with guides is a good idea. He felt there are residents who are not familiar with areas on the Knob and they are hesitant to visit these sites alone but would be willing to visit them with guides. He suggested calling the day "Discover High Knob" and incorporating it with National Trail Days 2017. He suggested selecting 10 sites that people can discover with guides.

Councilwoman Belcher stated she had attended the Chief Local Elected Official (CLEO) meeting and advised Council the board approved a business incubator in Russell County. She advised tour buses were visiting Haysi and other localities and spending dollars in those areas. She suggested that the City may want to look at participating in the tour bus venture.

Councilman Fawbush had no comments.

Mayor Mays stated the area lost a true ambassador for our region. Dr. Ralph Stanley's service is today and his family is in our thoughts and prayers.

He then wished everyone a great summer.

There being no further business to come before Council, the meeting adjourned.

CITY OF NORTON, VIRGINIA

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William Mays, Mayor

ATTEST:

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Clerk of Council

A RESOLUTION APPROVING THE PLANNING DISTRICT ONE  
COMMUNITY SERVICES BOARD PERFORMANCE CONTRACT

WHEREAS, Title 37.2 of the Code of Virginia creates the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services, hereinafter referred to as the Department, to ensure the delivery of publicly-funded services to citizens of the Commonwealth with mental illnesses, mental retardation and alcohol or other drug abuse or dependence; and

WHEREAS Section 37.2-500 through 37.2-512 of the Code of Virginia require every city and county to establish or join a community services board that plans and provides, directly or contractually, publicly-funded local mental health, mental retardation, and substance abuse services; and

WHEREAS, Section 37.2-605 of the Code of Virginia establishes the performance contract as the primary accountability and funding mechanism between the Department and each community services board; and

WHEREAS Section 37.2-605 of the Code of Virginia further requires every operating community services board to submit its' annual performance contract to each political subdivision, that established it as an agency, for that political subdivision's approval prior to submission of the contract to the Department; and

WHEREAS, the Counties of Lee, Scott, and Wise, and the City of Norton, have joined together to establish the Planning District One Community Service Board; and

WHEREAS, the Planning District One Community Services Board has submitted their FY 2013 Community Services Board Performance Contract to the City Council of the City of Norton for approval;

NOW, THEREFORE, BE IT RESOLVED, the Norton City Council hereby approves the Planning District One Community Services Board FY 2017 and FY 2018 Performance Contract.

ADOPTED this 12<sup>th</sup> day of July, 2016.

CITY OF NORTON, VIRGINIA

\_\_\_\_\_  
William J. Mays, Mayor

ATTEST:

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Clerk



1941 PARK AVENUE S.W. • P.O. BOX 1130 • NORTON, VA 24273 • (276) 679-5751 • FAX (276) 679-5754

MENTAL HEALTH, MENTAL RETARDATION AND SUBSTANCE ABUSE SERVICES FOR LEE, SCOTT AND WISE COUNTIES AND THE CITY OF NORTON

June 27, 2016

Mr. Fred Ramey  
City Administrator  
City of Norton  
P.O. Box 618  
Norton, VA 24273

Dear Fred:

Please find enclosed a copy of Planning District One Behavioral Health Services' biennial Performance Contract for FY 2017 and FY 2018. Because the Department of Behavioral Health and Developmental Services change the Performance Contract to a 2-year contract, local approval is only required the first year of the biennial contract.

Would you please bring the FY 2017 and FY 2018 Performance Contract before your City Council for approval at the next meeting?

In case you need an example to follow, I have enclosed a copy of the resolution that your City Council passed approving the previous Performance Contract. Once approved, please send us a copy of the resolution.

If you have any questions, or if you would like one of our staff to be at the meeting, let us know. Thank you in advance for your continued support.

Sincerely,

Donna Stanley  
Financial Officer

Enclosures

A RESOLUTION APPROVING THE PLANNING DISTRICT ONE  
COMMUNITY SERVICES BOARD PERFORMANCE CONTRACT

WHEREAS, Title 37.2 of the Code of Virginia creates the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services, hereinafter referred to as the Department, to ensure the delivery of publicly-funded services to citizens of the Commonwealth with mental illnesses, mental retardation and alcohol or other drug abuse or dependence; and

WHEREAS Section 37.2-500 through 37.2-512 of the Code of Virginia require every city and county to establish or join a community services board that plans and provides, directly or contractually, publicly funded local mental health, mental retardation, and substance abuse services; and

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WHEREAS, the Counties of Lee, Scott, and Wise, and the City of Norton, have joined together to establish the Planning District One Community Service Board; and

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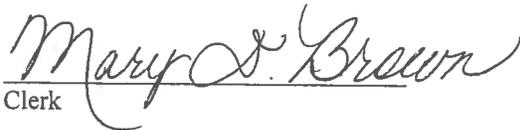
NOW, THEREFORE, BE IT RESOLVED, the Norton City Council hereby approves the Planning District One Community Services Board FY 2015 and FY 2016 Performance Contract.

ADOPTED this 19<sup>th</sup> day of August, 2014.

CITY OF NORTON, VIRGINIA

  
\_\_\_\_\_  
William J. Mays, Mayor

ATTEST:

  
\_\_\_\_\_  
Clerk

FY 2017 Exhibit A: Resources and Services

Planning District One Behavioral Health Services

Consolidated Budget (Pages AF-3 through AF-8)

Funding Sources	Mental Health Services	Developmental Services	Substance Abuse Services	TOTAL
State Funds	2,326,149	37,695	1,152,762	3,516,606
Local Matching Funds	124,740	253,480	30,780	409,000
Total Fees	4,942,842	3,760,400	171,600	8,874,842
Transfer Fees In/(Out)	0	0	0	0
Federal Funds	105,925	0	621,692	727,617
Other Funds	304,425	273,900	6,000	584,325
State Retained Earnings	0	0	0	0
Federal Retained Earnings	0		0	0
Other Retained Earnings	0	0	0	0
<b>Subtotal Ongoing Funds</b>	<b>7,804,081</b>	<b>4,325,475</b>	<b>1,982,834</b>	<b>14,112,390</b>
State Funds One-Time	0		0	0
Federal Funds One-Time	0		0	0
<b>Subtotal One -Time Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ALL FUNDS</b>	<b>7,804,081</b>	<b>4,325,475</b>	<b>1,982,834</b>	<b>14,112,390</b>
<b>Cost for MH/DV/SA Services</b>	<b>7,170,011</b>	<b>4,325,475</b>	<b>1,590,343</b>	<b>13,085,829</b>
<b>Cost for Emergency Services (AP-4)</b>				<b>635,616</b>
<b>Cost for Ancillary Services (AP-4)</b>				<b>390,945</b>
<b>Total</b>				<b>14,112,390</b>

Local Match Computation	
Total State Funds	3,516,606
Total Local Matching Funds	409,000
Total State and Local Funds	3,925,606
Total Local Match % (Local/Total State + Local)	10.42%

CSB Administrative Expenses	
Total Admin. Expenses	2,193,648
Total Expenses	14,112,390
Administrative Percent	15.54%

*FY2017 Community Services Performance Contract*  
*Exhibit A: Resources and Services*  
*Planning District One Behavioral Health Services*  
*Financial Comments*

<i>Comment1</i>	Local In-Kind DV \$4,000 = Donation of land usage (Big Stone Gap, Wise County)
<i>Comment2</i>	
<i>Comment3</i>	MH Other Funds includes \$3,125 for First Aide & Suicide Prevention Grant funds
<i>Comment4</i>	Cost is shown on Form 11 Mental Health Services in Core Service 610 - Prevention
<i>Comment5</i>	
<i>Comment6</i>	
<i>Comment7</i>	
<i>Comment8</i>	
<i>Comment9</i>	
<i>Comment10</i>	
<i>Comment11</i>	
<i>Comment12</i>	
<i>Comment13</i>	
<i>Comment14</i>	
<i>Comment15</i>	
<i>Comment16</i>	
<i>Comment17</i>	
<i>Comment18</i>	
<i>Comment19</i>	
<i>Comment20</i>	
<i>Comment21</i>	
<i>Comment22</i>	
<i>Comment23</i>	
<i>Comment24</i>	
<i>Comment25</i>	

Exhibit A: Resources and Services

Mental Health (MH) Services  
 Planning District One Behavioral Health Services

Funding Sources	Funds
<u>FEES</u>	
MH Medicaid Fees	3,072,572
MH Fees: Other	1,870,270
Total MH Fees	4,942,842
MH Transfer Fees In/(Out)	0
MH Net Fees	4,942,842
<u>FEDERAL FUNDS</u>	
MH FBG SED Child & Adolescent (93.958)	44,996
MH FBG Young Adult SMI (93.958)	0
MH FBG SMI (93.958)	60,929
MH FBG SMI PACT (93.958)	0
MH FBG SMI SWVBH Board (93.958)	0
Total MH FBG SMI Funds	60,929
MH FBG Geriatrics (93.958)	0
MH FBG Peer Services (93.958)	0
Total MH FBG Adult Funds	60,929
MH Federal PATH (93.150)	0
MH Federal CABHI (93.243)	
Federal CCBHC (93.829)	0
MH Other Federal - DBHDS	0
MH Other Federal - CSB	0
Total MH Federal Funds	105,925
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
MH Acute Care (Fiscal Agent)	0
MH Acute Care Transfer In/(Out)	83,012
MH Net Acute Care - Restricted	83,012
MH Regional DAP (Fiscal Agent)	0
MH Regional DAP Transfer In/(Out)	289,178
MH Net Regional DAP - Restricted	289,178
MH Regional Residential DAP - Restricted	0
MH Crisis Stabilization (Fiscal Agent)	0
MH Crisis Stabilization - Transfer In/(Out)	0
Total Net MH Crisis Stabilization - Restricted	0

Exhibit A: Resources and Services

Mental Health (MH) Services  
 Planning District One Behavioral Health Services

Funding Sources	Funds
MH Recovery (Fiscal Agent)	86,961
MH Other Merged Regional Funds (Fiscal Agent)	0
MH Total Regional Transfer In/(Out)	50,000
Total MH Net Unrestricted Regional State Funds	136,961
Total MH Net Regional State Funds	509,151
<u>Children State Funds</u>	
MH Child & Adolescent Services Initiative	81,897
MH Children's Outpatient	71,500
Total MH Restricted Children's Funds	153,397
MH State Children's Services	23,750
MH Juvenile Detention	106,224
MH Demo Proj-System of Care (Child)	451,250
Total MH Unrestricted Children's Funds	581,224
MH Crisis Response & Child Psychiatry (Fiscal Agent)	0
MH Crisis Response & Child Psychiatry Transfer In/(Out)	0
Total MH Net Restricted Crisis Response & Child Psychiatry	0
Total State MH Children's Funds (Restricted for Children)	734,621
<u>Other State Funds</u>	
MH Law Reform	265,194
MH Pharmacy - Medication Supports	226,745
MH Jail Diversion Services	0
MH Adult Outpatient Competency Restoration Svcs	0
MH CIT-Assessment Sites	0
MH Expand Telepsychiatry Capacity	4,659
MH Young Adult SMI	0
MH PACT	0
MH PACT - Forensic Enhancement	0
MH PSH - CABHI	0
MH Permenant Supportive Housing (Non-CABHI)	0
CCBHC - State Portion	0
MH Expanded Community Capacity (Fiscal Agent)	0
MH Expanded Community Capacity Transfer In/(Out)	0
Total MH Net Expanded Community Capacity	0
MH First Aid and Suicide Prevention (Fiscal Agent)	0
MH First Aid and Suicide Prevention Transfer In/(Out)	0
Total MH Net First Aid and Suicide Prevention	0
Total MH Restricted Other State Funds	496,598

Exhibit A: Resources and Services

Mental Health (MH) Services  
 Planning District One Behavioral Health Services

<u>Funding Sources</u>	<u>Funds</u>
MH State Funds	585,779
MH State Regional Deaf Services	0
MH State NGRI	0
MH Geriatrics Services	0
Total MH Unrestricted Other State Funds	585,779
Total MH Other State Funds	1,082,377
TOTAL MH STATE FUNDS	2,326,149
<u>OTHER FUNDS</u>	
MH Other Funds	304,425
MH Federal Retained Earnings	0
MH State Retained Earnings	0
MH State Retained Earnings - Regional Prog	0
MH Other Retained Earnings	0
Total MH Other Funds	304,425
<u>LOCAL MATCHING FUNDS</u>	
MH Local Government Appropriations	124,740
MH Philanthropic Cash Contributions	0
MH In-Kind Contributions	0
MH Local Interest Revenue	0
Total MH Local Matching Funds	124,740
Total MH Funds	7,804,081
<u>MH ONE TIME FUNDS</u>	
MH FBG SMI (93.958)	0
MH FBG SED Child & Adolescent (93.958)	0
MH FBG Peer Services (93.958)	0
MH State Funds	0
Total One Time MH Funds	0
Total MH All Funds	7,804,081

Exhibit A: Resources and Services

Developmental Services (DV)  
 Planning District One Behavioral Health Services

<u>Funding Sources</u>	<u>Funds</u>
<u>FEES</u>	
DV Other Medicaid Fees	3,573,000
DV Medicaid ICF/ID	0
DV Fees: Other	187,400
Total DV Fees	3,760,400
DV Transfer Fees In/(Out)	0
DV NET FEES	3,760,400
<u>FEDERAL FUNDS</u>	
DV Other Federal - DBHDS	0
DV Other Federal - CSB	0
Total DV Federal Funds	0
<u>STATE FUNDS</u>	
DV State Funds	37,695
DV OBRA	0
Total DV Unrestricted State Funds	37,695
DV Rental Subsidies	0
DV Crisis Stabilization (Fiscal Agent)	0
DV Crisis Stabilization Transfer In(Out)	0
DV Net Crisis Stabilization	0
DV Crisis Stabilization-Children (Fiscal Agent)	0
DV Crisis Stabilization-Children Transfer In(Out)	0
DV Net Crisis Stabilization -Children	0
Total DV Restricted State Funds	0
Total DV State Funds	37,695
<u>OTHER FUNDS</u>	
DV Workshop Sales	266,500
DV Other Funds	7,400
DV State Retained Earnings	0
DV State Retained Earnings-Regional Prog	0
DV Other Retained Earnings	0
Total DV Other Funds	273,900
<u>LOCAL MATCHING FUNDS</u>	
DV Local Government Appropriations	249,480
DV Philanthropic Cash Contributions	0
DV In-Kind Contributions	4,000
DV Local Interest Revenue	0
Total DV Local Matching Funds	253,480
Total DV Funds	4,325,475

## FY 2017 Community Services Performance Contract Financial Summary

## Exhibit A: Resources and Services

## Substance Abuse (SA) Services

## Planning District One Behavioral Health Services

Funding Sources	Funds
<u>FEES</u>	
SA Medicaid Fees	0
SA Fees: Other	171,600
Total SA Fees	171,600
SA Transfer Fees In/(Out)	0
SA NET FEES	171,600
<u>FEDERAL FUNDS</u>	
SA FBG Alcohol/Drug Trmt (93.959)	447,451
SA FBG SARPOS (93.959)	31,963
SA FBG Jail Services (93.959)	0
SA FBG Co-Occurring (93.959)	0
SA FBG New Directions (93.959)	0
SA FBG Recovery (93.959)	0
Total SA FBG A/D Trmt Funds	479,414
SA FBG Women (includes LINK at 6 CSBs) (93.959)	24,070
SA FBG Prevention-Women (LINK) (93.959)	0
Total SA FBG Women	24,070
SA FBG Prevention (93.959)	118,208
SA FBG Prev-Family Wellness (93.959)	0
Total SA FBG Prevention	118,208
SA Federal CABHI (93.243)	0
SA Federal Strategic Prevention (93.243)	0
SA Other Federal - DBHDS	0
SA Other Federal - CSB	0
TOTAL SA FEDERAL FUNDS	621,692
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
SA Facility Reinvestment (Fiscal Agent)	0
SA Facility Reinvestment Transfer In/(Out)	0
SA Net Facility Reinvestment	0
<u>Other State Funds</u>	
SA Women (includes LINK at 4 CSBs) (Restricted)	78,000
SA Recovery Employment	0
SA Peer Support Recovery	0
Total SA Restricted Other State Funds	78,000

## FY 2017 Community Services Performance Contract Financial Summary

## Exhibit A: Resources and Services

## Substance Abuse (SA) Services

## Planning District One Behavioral Health Services

<u>Funding Sources</u>	<u>Funds</u>
SA State Funds	875,751
SA Region V Residential	0
SA Jail Services/Juv Detention	0
SA MAT - Medically Assisted Treatment	82,153
SA SARPOS	31,133
SA Recovery	85,725
SA HIV/AIDS	0
Total SA Unrestricted Other State Funds	1,074,762
Total SA Other State Funds	1,152,762
TOTAL SA STATE FUNDS	1,152,762
<u>OTHER FUNDS</u>	
SA Other Funds	6,000
SA Federal Retained Earnings	0
SA State Retained Earnings	0
SA State Retained Earnings-Regional Prog	0
SA Other Retained Earnings	0
Total SA Other Funds	6,000
<u>LOCAL MATCHING FUNDS</u>	
SA Local Government Appropriations	30,780
SA Philanthropic Cash Contributions	0
SA In-Kind Contributions	0
SA Local Interest Revenue	0
Total SA Local Matching Funds	30,780
Total SA Funds	1,982,834
<u>SA ONE-TIME FUNDS</u>	
SA FBG Alcohol/Drug Trmt (93.959)	0
SA FBG Women (includes LINK-6 CSBs) (93.959)	0
SA FBG Prevention (93.959)	0
SA State Funds	0
Total SA One-Time Funds	0
Total All SA Funds	1,982,834

**FY 2017 Community Services Performance Contract****Local Government Tax Appropriations****Planning District One Behavioral Health Services**

<b>City/County</b>	<b>Tax Appropriation</b>
Norton City	16,200
Wise County	174,150
Scott County	105,300
Lee County	109,350
<b>Total Local Government Tax Funds:</b>	<b>405,000</b>

**FY 2017 Community Services Performance Contract**

**FY 2017 Exhibit A: Resources and Services**

**Supplemental Information**

**Reconciliation of Projected Revenues and Utilization Data Core Services Costs by Program Area**

**Planning District One Behavioral Health Services**

	<b>MH Services</b>	<b>DV Services</b>	<b>SA Services</b>	<b>Emergency Services</b>	<b>Ancillary Services</b>	<b>Total</b>
<b>Total All Funds (Page AF-1)</b>	7,804,081	4,325,475	1,982,834			14,112,390
<b>Cost for MH, DV, SA, Emergency, and Ancillary Services (Page AF-1)</b>	7,170,011	4,325,475	1,590,343	635,616	390,945	14,112,390
<b>Difference</b>	634,070	0	392,491	-635,616	-390,945	0

**Difference results from**

**Other:** 0

**Explanation of Other in Table Above:**

FY 2017 Exhibit A: Resources and Services

CSB 100 Mental Health Services

Planning District One Behavioral Health Services

Report for Form 11

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
250 Acute Psychiatric Inpatient Services	0.38 Beds	28	\$83,012
310 Outpatient Services	13.5 FTEs	3170	\$2,349,095
320 Case Management Services	25 FTEs	1715	\$2,635,205
425 Mental Health Rehabilitation	27 Slots	35	\$325,112
430 Sheltered Employment	13 Slots	13	\$305,520
521 Intensive Residential Services	10 Beds	10	\$399,214
551 Supervised Residential Services	18.75 Beds	31	\$632,767
581 Supportive Residential Services	10 FTEs	48	\$436,961
610 Prevention Services	0 FTEs		\$3,125
<b>Totals</b>		<b>5,050</b>	<b>\$7,170,011</b>

Form 11A: Pharmacy Medication Supports	Number of Consumers
803 Total Pharmacy Medication Supports Consumers	341

FY 2017 Exhibit A: Resources and Services

CSB 200 Developmental Services

Planning District One Behavioral Health Services

Report for Form 21

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
320 Case Management Services	7 FTEs	274	\$610,103
425 Developmental Habilitation	44 Slots	52	\$572,094
430 Sheltered Employment	18 Slots	18	\$858,235
521 Intensive Residential Services	17 Beds	15	\$1,018,304
551 Supervised Residential Services	8 Beds	8	\$505,553
581 Supportive Residential Services	21 FTEs	23	\$761,186
<b>Totals</b>		<b>390</b>	<b>\$4,325,475</b>

FY 2017 Exhibit A: Resources and Services

CSB 300 Substance Abuse Services

Planning District One Behavioral Health Services

Report for Form 31

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
310 Outpatient Services	9 FTEs	984	\$618,633
335 Medication Assisted Treatment Services	0.85 FTEs	29	\$104,564
320 Case Management Services	3 FTEs	461	\$399,815
501 Highly Intensive Residential Services (Medically Managed Withdrawal Services)	2.1 Beds	93	\$185,523
610 Prevention Services	2 FTEs		\$281,808
<b>Totals</b>		<b>1,567</b>	<b>\$1,590,343</b>

FY 2017 Exhibit A: Resources and Services

CSB 400 Emergency and Ancillary Services

Planning District One Behavioral Health Services

Report for Form 01

Core Services	Projected Service Capacity	Projected Numbers of Individuals Receiving Services	Projected Total Service Costs
100 Emergency Services	5.5 FTEs	1035	\$635,616
318 Motivational Treatment Services	1 FTEs	115	\$55,278
720 Assessment and Evaluation Services	3.68 FTEs	1967	\$192,325
620 Early Intervention Services	0.75 FTEs	148	\$93,342
730 Consumer Run Services (No. Individuals Served)			\$50,000
<b>Totals</b>		<b>3,265</b>	<b>\$1,026,561</b>

**FY 2017 Community Services Performance Contract****Table 1: Board of Directors Membership Characteristics**

<b>Name of CSB:</b>	<b>Planning District One Behavioral Health Services</b>				
<b>Total Appointments:</b>	<input type="text" value="8"/>	<b>Vacancies:</b>	<input type="text" value="0"/>	<b>Filled Appointments:</b>	<input type="text" value="8"/>
<b>Number of Individuals Who Previously Receives Services:</b>	<input type="text" value="1"/>				
<b>Number of Individuals Currently Receiving Services:</b>	<input type="text" value="0"/>				
<b>Number of Family Members:</b>	<input type="text" value="1"/>				

**FY 2017 Community Services Performance Contract  
Exhibit D: CSB Board of Directors Membership List**

**Planning District One Behavioral Health Services**

<b>Name</b>	<b>Address</b>	<b>Phone Number</b>	<b>Start Date</b>	<b>End Date</b>	<b>Term No.</b>
Delores Belcher	1122 NW Spruce Street Norton, VA 24273	(276) 337-7317	1/1/2016	12/31/2018	1
Sandra Craft	PO Box 176 Gate City, VA 24251	(276) 386-3503	5/5/2014	6/30/2017	2
Randy Gilmer	8693 Nickelsville Highway Nickelsville, VA 24271	(276) 870-8980	12/7/2014	12/31/2017	1
Virginia Meador	PO Box 565 Big Stone Gap, VA 24219	(276) 523-1158	2/12/2015	12/31/2017	1
Michael O'Donnell	One College Avenue Wise, VA 24293	(276) 395-7369	10/1/2013	9/30/2016	1
Judy Roberts	5882 US Highway 421 Pennington Gap, VA 24277	(276) 546-3004	1/21/2014	6/30/2017	1
Loretta Stapleton	PO Box 389 Big Stone Gap, VA 24219	(276) 523-2186	10/1/2013	9/30/2016	3
Susan Widener	PO Box 157 Ben Hur, VA 24218	(276) 346-0053	7/2/2014	6/30/2017	2

**FY 2017 Community Services Performance Contract**

**Table 2: Board Management Salary Costs**

Name of CSB: <b>Planning District One Behavioral Health Services</b>		FY 2017		
Table 2a:	FY 2017	Salary Range	Budgeted Tot.	Tenure
Management Position Title	Beginning	Ending	Salary Cost	(yrs)
Executive Director	\$130,000.00	\$130,000.00	\$130,000.00	4.00

**Table 2: Integrated Behavioral and Primary Health Care Questions**

1. Is the CSB participating in a partnership with a federally qualified health center, free clinic, or local health department to integrate the provision of behavioral health and primary health care?

Yes

2. If yes, who is the partner?

a federally qualified health center

Name:

a free clinic

Name:

a local health department, or

Name:

another organization

Name: Virginia Premier

3. Where is primary health (medical) care provided?

on-site in a CSB program,

on-site at the primary health care provider, or

another site --specify:

4. Where is behavioral health care provided?

on-site in a CSB program,

on-site at the primary health care provider, or

another site --specify:

**FY 2017 Community Services Performance Contract  
 Planning District One Behavioral Health Services**

**Table 2: Board Management Salary Costs**

Explanations for Table 2a						

**Table 2b: Community Service Board Employees**

1.	2.	3.	4.	5.	6.	7.
No. of FTE CSB Employees	MH	DEV	SA	SAOPA	ADMIN	TOTAL
Consumer Service FTEs	0.00	0.00	0.00	0.00		0.00
Peer Staff Service FTEs	0.00	0.00	0.00	0.00		0.00
Support Staff FTEs	0.00	0.00	0.00	0.00	3.00	3.00
<b>TOTAL FTE CSB Employees</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>3.00</b>

Delores Belcher  
1122 NW Spruce Street  
Norton, VA 24273

Sandra Craft  
PO Box 176  
Gate City, VA 24251

Randy Gilmer  
8693 Nickelsville Highway  
Nickelsville, VA 24271

Virginia Meador  
PO Box 565  
Big Stone Gap, VA 24219

Michael O'Donnell  
One College Avenue  
Wise, VA 24293

Judy Roberts  
5882 US Highway 421  
Pennington Gap, VA 24277

Loretta Stapleton  
PO Box 389  
Big Stone Gap, VA 24219

Susan Widener  
PO Box 157  
Ben Hur, VA 24218



# Inter-Office Memo

**To:** Mayor and City Council  
**From:** Fred L. Ramey, Jr., City Manager *FR*  
**CC:**  
**Date:** July 7, 2016  
**Re:** Littering Ordinance & Fines

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At the last City Council meeting, City Council asked that I include an agenda item to discuss the City's current litter ordinance and associated fines and penalties. As per your request, Mr. Bradshaw will provide City Council with an update on these items.

Thank You.



## Adopt-A-Spot Information

Contact: Adopt-A-Spot Coordinator at (276)679-1160

Goal: To keep the City of Norton litter free through the adoption of public areas by organizations, businesses, and individuals.

1. The Adopt-A-Spot Agreement must be approved by the Adopt-A-Spot Coordinator before the parties begin cleanup.
2. Any community organization, business, or individual (18 years or older) will be allowed to adopt -a-spot for cleanup. The City reserves the right to deny adoption requests, requests for signs or for supplies as it deems necessary.
3. Participants will be required to adopt a location for a minimum of two years and provide at least four cleanups per 12 months.
4. Group members under the age of 18, must be supervised by a member who is 18 years of age or older.
5. Participants are suggested to review safety and other guidelines prior to each cleanup.
6. The City of Norton will provide trash bags, rubber gloves, safety vests, and litter grabbers (if available). The group representative should contact the Adopt-A-Spot coordinator at least a week prior to when they wish to pickup supplies.
7. One sign Adopt-A-Spot sign showing the adopting organization or individual will be installed in the cleanup area.
8. Adopting group will coordinate trash pickup with the Adopt-A-Spot Coordinator.
9. After each cleanup, adopting group must fill out a Clean-Up Report detailing the number of people involved, number of bags collected, and hours spent. Printed forms will be provided by the City of Norton. Completed forms can be dropped off at Norton City Hall located at 618 Virginia Avenue, N.W. or e-mailed to [katieh@nortonva.org](mailto:katieh@nortonva.org).



# Adopt-A-Spot Application

Date: \_\_\_\_\_

Group/Applicant: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact's Phone Number: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**Please provide the address or location in which you wish to adopt:**

\_\_\_\_\_  
\_\_\_\_\_

An Adopt-A-Spot sign showing the adopting organizations name will be provided and installed in the adopted area once your first cleanup has been completed.

\_\_\_\_\_ **Yes, we want a sign**      \_\_\_\_\_ **No, we don't want a sign**

**Exact name and spelling to be printed on the sign:**

\_\_\_\_\_

Participants/Groups must read through and acknowledge the following by initialing:

1. Participants/Groups understand that they are engaging in these cleanup activities at their own risk. \_\_\_\_\_
2. Participants/Groups will at all times indemnify and save harmless the City of Norton, its employees, agents and officials from claims of injury or other claims of damage to personal property or liability arising out of its acts or omissions or those of its volunteers concerning the Adopt-A-Spot program and agreement. \_\_\_\_\_
3. Cleanup will be performed in accordance with the Adopt-A-Spot Safety Guidelines. \_\_\_\_\_
4. The City of Norton may terminate this agreement at any time if the participant is unable to comply by this agreement or at any time there is an unsafe condition. \_\_\_\_\_
5. Participants/Groups agree to provide 4 cleanups per 12 months. \_\_\_\_\_

As the representative of the Participants/Group and on its behalf, I acknowledge the above and agree to abide them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Office Use Only**

Date Received: \_\_\_\_\_

Location Assigned: \_\_\_\_\_

Name of Participant: \_\_\_\_\_

Permission is hereby given to perform cleanup duties for the City of Norton Adopt-A-Spot Program:

Adopt-A-Spot Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_

City of Norton

Adopt-A-Spot

618 Virginia Avenue, N.W. • Norton, VA 24273 • (276)679-1160 • Fax: (276)679-3510

[katieh@nortonva.org](mailto:katieh@nortonva.org)



## Adopt-A-Spot Safety Guidelines

1. Dress Appropriately : light colored clothing that covers arms and legs are best.
2. Wear closed toe shoes.
3. Wear safety vests provided by the City of Norton.
4. Wear rubber, latex, or leather gloves.
5. If under the age of 18, you must be supervised by a person 18 years of age or older.
6. Participants must work facing oncoming traffic.
7. No litter is to be picked up in the street. Participants will stay clear of traffic at all times.
8. Pick up litter only during daylight hours.
9. Stop work in inclement weather.
10. Do not pick up hazardous or any other chemical materials. (Contact the Adopt-A-Spot Coordinator at (276) 679-1160 and notify them of the location)
11. Be careful of poison ivy, poison oak, etc.
12. Be careful of insects, snakes, bears, and other wildlife.
13. Be sure to take breaks when needed.



## Adopt-A-Spot Clean-Up Report

Cleanup Date: \_\_\_\_\_

Adopting Participant/Group: \_\_\_\_\_

Adopted Spot Name: \_\_\_\_\_

Contact Email or Phone Number: \_\_\_\_\_

Number of People Involved: \_\_\_\_\_

Total Number of Hours: \_\_\_\_\_

Total Numbers of Bags Collected: \_\_\_\_\_

Comments:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# ADOPT-A-TRAIL

---

THIS TRAIL MAINTAINED BY:

**HIGH KNOB  
OUTDOOR CLUB**



# ADOPT-A-SPOT

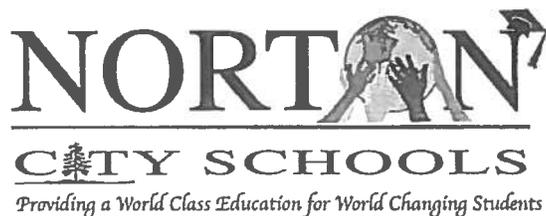
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THIS SPOT MAINTAINED BY:

HIGH KNOB  
OUTDOOR CLUB

**SCHOOL BOARD**

Sherry Adams, Chairperson  
Mark Leonard, Vice-Chairperson  
Carol Caruso  
April Fletcher  
Joseph Stallard

**DIVISION SUPERINTENDENT**

Keith Perrigan, Ed.D.  
kperrigan@nortoncityschools.org  
Phone 276.679.2330  
Fax 276.679.4315

TO: Jeff Shupe, Director of Finance  
FROM: Tamrya Spradlin, Supervisor of Finance  
SUBJECT: Request For Funds  
DATE: June 28, 2016 

The Norton City Schools requests a deposit of City Funds in the amount of \$100,000 to cover June 2016 payroll expenditures.

Thank you!