

COUNTY OF POWHATAN, VIRGINIA



Strategic Action Plan

Adopted by the Board of Supervisors February 2, 2015



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PARTICIPANTS

Board of Supervisors

District 1 Supervisor.....	David T. Williams
District 2 Supervisor	Jason Moore
District 3 Supervisor	Barry C. Hodge
District 4 Supervisor	William E. Melton
District 5 Supervisor	Carson L. Tucker

Constitutional Officers

Treasurer.....	Faye Barton
Sheriff.....	Greg Neal
Commissioner of the Revenue.....	Jamie Timberlake

County Staff

County Administrator.....	Patricia A. Weiler
Deputy County Administrator.....	J. March Altman, Jr.
Community Development Admin Associate	Brigid Lanzillotti
Finance Director.....	Charla Schubert
Accounting Manager.....	Phillip Tartaglia
Public Works Director.....	Chris Rapp
Utilities Manager.....	Johnny Melis
Facilities Manager	Mark Piper
Recreation Coordinator.....	Mary Anne Woodel
Building Official.....	Ralph Shelton
Zoning Administrator.....	David Dameron
Planning Manager.....	Ed Howland
Deputy Coordinator of Emergency Management.....	Floyd E. Greene
Human Resources Manager.....	Linda Jones
Library Director.....	Peggy Martin
Social Services Director.....	Cathy Pemberton
CSA Coordinator.....	Audra Morris
Family Services Program Manager.....	Lynn Murphy
Undersheriff.....	Chris DeHart
Sheriff's Department Investigations.....	Jeff Searfoss
Extension Agent, 4-H Youth Development.....	Cathy Howland
Extension Agent, Agriculture and Natural Resources.....	Rachael Grosse

**RESOLUTION
ADOPTING THE POWHATAN COUNTY STRATEGIC ACTION PLAN**

WHEREAS, the Powhatan County Board of Supervisors defined their strategic direction for Powhatan County at a workshop held July 10 through 12, 2014 at the Powhatan Public Library; and

WHEREAS, the Board developed their future vision of the County - VISION 2030 and drafted priorities for the next three years to move the County towards accomplishing VISION 2030; and

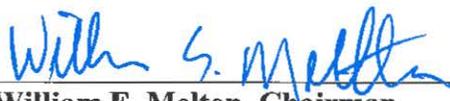
WHEREAS, the Board directed County Administration to develop a strategic action plan using VISION 2030 and the DRAFT 3-YEAR PRIORITIES; and

WHEREAS, County staff met on October 14 and 15, 2014 and revised, expanded and regrouped the DRAFT 3-YEAR PRIORITIES to enable a comprehensive manageable effort to address them and developed a detailed action plan to achieve each of the 3-YEAR PRIORITIES; and

WHEREAS, the Strategic Action Plan contains target completion dates set by Staff and the Board understands and agrees that, the document is a PLAN only and therefore this resolution is not subject to amendment in the event certain target completion dates are not met.

NOW, THEREFORE, BE IT RESOLVED that the Powhatan County Board of Supervisors hereby adopts the Powhatan County Strategic Action Plan dated February 2, 2015, a copy of which is attached hereto.

ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON FEBRUARY 2, 2015.



William E. Melton, Chairman
Powhatan County Board of Supervisors

ATTEST:



Patricia A. Weiler, Clerk
Powhatan County Board of Supervisors

Recorded Vote:

David T. Williams Aye
Jason Moore Aye
Barry C. Hodge Aye
William E. Melton Aye
Carson L. Tucker Aye

POWHATAN COUNTY STRATEGIC ACTION PLAN

INTRODUCTION

The Board of County Supervisors (Board) defined their strategic direction for Powhatan County (County) at a workshop held July 10 through 12, 2014 at the Powhatan Public Library. The Board developed their future vision of the County - VISION 2030 and drafted priorities for the next three years (DRAFT 3-YEAR PRIORITIES) to move the County towards accomplishing VISION 2030.

County Administration was directed to develop a strategic action plan using VISION 2030 and the DRAFT 3-YEAR PRIORITIES. County staff members (staff) met on October 14 and 15, 2014 at the Huguenot Public Safety Building. In addition to completing an environmental scan of the County, staff developed an understanding of the process used by the Board to develop the vision and identify priorities. Staff revised, expanded and regrouped the DRAFT 3-YEAR PRIORITIES to enable a comprehensive manageable effort to address them. Staff then developed a detailed action implementation steps to achieve each of the THREE-YEAR PRIORITIES



Powhatan County Board of Supervisors Vision 2030 Adopted July 21, 2014

Our local government provides an attainable quality of life for a diverse citizenry. Our commitment to rural character and a quality education system, along with excellent public safety, health, and human service professionals provides the climate that enables our residents to achieve their aspirations. Our transparent and responsible decisions enable this future to unfold purposefully.

The Board sets standards, holds true to its intentions, and embraces accountability by focusing on the following:

Stewards of the Land

Powhatan County is a vibrant rural community that protects, preserves and encourages the responsible use of its natural resources to ensure a strong sense of place where residents enjoy open space, farming, and superior outdoor recreational opportunities.

Strong, Robust Economy

Powhatan County is a pro-business community that utilizes all available tools to attract investment and create jobs to encourage a robust, diverse economy that meets the needs of our citizens while maintaining our rural character.

Public Health and Safety

As a community, we recognize the fundamental truth that all public good flows from public order and safety for all citizens. This manifests itself in suitable health care, courteous public safety officials, quick responses to dangers to public health and safety, and ongoing responsiveness to the human service needs of our diverse population.

Lifelong Quality Education

An educated citizenry is the foundation of democratic government. We have a quality educational system that produces thoughtful, inquisitive, and productive graduates. Our system is transparent, accountable to the community, and implements cutting edge ideas that improve quality, cost-effectiveness, and relevancy to the job market.

Fiscal Accountability

Powhatan County is a fiscally responsible, transparent, and accountable community.

Infrastructure

Powhatan County provides the necessary infrastructure which meets the current and future needs of the County and contributes to a sustainable community.

Local and Regional Collaboration

Through our local and regional partnerships, Powhatan County enhances the overall quality of life of its residents. These efforts save the taxpayer the expense of "carrying the burden alone" and expand the community's ability to benefit from the common effort.



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**POWHATAN COUNTY
STRATEGIC ACTION PLAN
THREE-YEAR PRIORITIES**

The Board of Supervisors (Board) has identified the three-year priorities considered most critical to advancing Vision 2030. Numbers are used for reference only and do not indicate importance.

Stewards of the Land	
LD 1	Complete the zoning and subdivision ordinance updates
LD 2	Update the Comprehensive Plan
LD 3	Prepare for the County's responsibility to address stormwater management

Strong, Robust Economy	
EC 1	Develop and implement an economic development plan, to include agri-business
EC 2	Redirect and reconstitute the E.D.A. to include a clear purpose and realignment with the Board's direction and the economic development plan
EC 3	Locate or expand at least one major business during the next 3 years
EC 4	Re-engineer the building inspection, planning and zoning processes to be more efficient and business friendly

Public Health and Safety	
HS 1	Structure the new fire/EMS/emergency management department
HS 2	Transfer the responsibility for emergency communications to the County Administrator and relocate the E-911 Center
HS 3	Evaluate the future needs of our population and determine how best to respond so that they grow, develop and age healthfully
HS 4	Develop a recreation department and plan that addresses the needs of all citizens

Lifelong Quality Education	
ED 1	Consider how future joint meetings with the School Board may be useful in achieving greater collaboration
ED 2	Determine the Board's role in a workforce development strategy that supports the County's economic development plan

**POWHATAN COUNTY
STRATEGIC ACTION PLAN
THREE-YEAR PRIORITIES**

The Board of Supervisors (Board) has identified the three-year priorities considered most critical to advancing Vision 2030. Numbers are used for reference only and do not indicate importance.

Fiscal Accountability	
FA 1	Develop and implement a performance-based budgeting approach that aligns the budget with the priorities, goals, and objectives of the Board
FA 2	Continue to examine, evaluate, and improve systems and processes to enhance and add to the effectiveness of government service delivery, transparency, and accountability
FA 3	Review and update the County's financial policies, including school funding and capital projects
FA 4	Create an annual prioritized capital improvements plan and other capital maintenance program with consistent viable funding sources

Infrastructure	
IN 1	Develop and adopt a utilities master plan
IN 2	Finalize the agreement for the Cobbs Creek Regional Reservoir
IN 3	Secure funding for the water tower to service County, Department of Corrections and Goochland County
IN 4	Develop a communications infrastructure master plan for the public safety communications systems
IN 5	Develop a transportation master plan
IN 6	Develop an IT/phone master plan for the County's internal systems
IN 7	Develop a broadband master plan

Local and Regional Collaboration	
RC 1	Evaluate and ensure that the County has active participation in each organization in which the Board determines we must play a valuable role (i.e. Workforce Alliance, RRPPC/MPO, Senior Connections, Reynolds Community College, Monacan Soil and Water Conservation District, VACO, etc.)
RC 2	Continue to develop Board and staff relationships with regional partners
RC 3	Continue to build strong relationships with our legislative delegation

**POWHATAN COUNTY
STRATEGIC ACTION PLAN
IMPLEMENTATION STEPS FOR THREE-YEAR PRIORITIES**

STEWARDS OF THE LAND (LD)

Powhatan County is a vibrant rural community that protects, preserves and encourages the responsible use of its natural resources to ensure a strong sense of place where residents enjoy open space, farming, and superior outdoor recreational opportunities.

Priority LD 1: Complete the zoning and subdivision ordinance updates

Champion: Altman

Supporting Staff: Howland, Dameron, Lachenev, Wall

Key Task/Activity	Target Date
1. Zoning Ordinance update adopted by Board of Supervisors (BOS)	6-2014
2. Commence Subdivision Ordinance review	5-2014
3. Hold Planning Commission (PC) public hearing and recommend PC approval of Subdivision Ordinance	9-2014
4. Conduct a workshop with BOS	11-2014
5. Hold BOS public hearing	12-2014
6. Hold BOS workshop on Subdivision Ordinance	2-2015
7. Hold BOS public hearing and recommend BOS adoption	3-2015
8. Implement new Subdivision Ordinance	3-2015

Priority LD 2: Update the Comprehensive Plan

Champion: Altman

Supporting Staff: Howland, Dameron, Stokes

Key Task/Activity	Target Date
1. Conduct a workshop with BOS and PC to discuss the options of review or update, the legal requirements and the BOS expectations	9-2015
2. Develop tasks/activities based on BOS direction at the workshop	TBD

Priority LD 3: Prepare for the County's responsibility to address stormwater management

Champion: Altman

Supporting Staff: Public Works, GIS

Key Task/Activity	Target Date
1. Meet with representatives of other communities to review and discuss stormwater policies, ordinances, and implementation procedures	9-2015
2. Assess staff capabilities, needs, and resources	TBD
3. Monitor State Code Regulations for potential changes	Ongoing
4. Complete inventory of stormwater BMPs and outfalls in County, including drainage easements	6/2016
5. Develop local policies and procedures and County Code amendments	TBD
6. Conduct BOS workshop to discuss proposed stormwater management program	TBD
7. Recommend BOS adopt program	TBD



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STRONG ROBUST ECONOMY (EC)

Powhatan County is a pro-business community that utilizes all available tools to attract investment and create jobs to encourage a robust, diverse economy that meets the needs of our citizens while maintaining our rural character.

Priority EC 1: Create and implement an economic development plan, to include agri-business

Champion: Altman

Supporting Staff: Weiler

Key Task/Activity	Target Date
1. BOS budgets and appropriates funding	10-2014
2. Develop and issue RFP	10-2014
3. Review RFP submittals	12-2014
4. Board approves contract and authorizes County Administrator to execute	12-2014
5. Begin plan development	1-2015
6. Complete plan	8-2015
7. BOS adopts Economic Development Plan	9-2015
8. Implement Economic Development Plan	Ongoing

Priority EC 2: Redirect and reconstitute the E.D.A. to include a clear purpose and realignment with the Board's direction and the economic development plan

Champion: Altman

Supporting Staff: Weiler

Key Task/Activity	Target Date
1. Review EDAs within adjoining communities to learn of best practices	8-2015
2. Develop new job description/charter for EDA members	9-2015
3. Solicit talent bank resumes of potential EDA candidates	11-2015
4. Review resumes and recommend individuals for appointment to EDA	12-2015

Priority EC 3: Locate or expand at least one major business during the next 3 years

Champion: Altman

Supporting Staff: Weiler

Key Task/Activity	Target Date
1. Develop and adopt Economic Development Plan (see EC 1)	9-2015
2. Identify sites for business development	9-2015
3. Create marketing materials and website	6-2016
4. Market development sites to potential businesses	Ongoing
5. Get commitment from a new/expanded business	12-2018

STRONG ROBUST ECONOMY (EC)

Priority EC4: Re-engineer the building inspection, planning, and zoning processes to be more efficient and business friendly

Champion: Altman

Supporting Staff: Planning/Building/Zoning/Public Works

Key Tasks/Activity	Target Date
1. Meet with staff to discuss streamlining the plan review and building inspection process	9-2014
2. Review processes with consultant and evaluate consultants recommendations	9-2015
3. Finalize and implement new processes	1-2016
4. Submit funding request for software to improve processes	3-2016
5. Select and purchase new software if funding is approved by BOS	9-2016
6. Implement new software	7-2017

PUBLIC HEALTH AND SAFETY (HS)

As a community, we recognize the fundamental truth that all public good flows from public order and safety for all citizens. This manifests itself in suitable health care, courteous public safety officials, quick responses to dangers to public health and safety, and ongoing responsiveness to the human service needs of our diverse population.

Priority HS 1: Structure the new fire/EMS/emergency management department

Champion: Singer

Supporting Staff: Weiler, Greene, Warner, Schoeffel

Key Tasks/Activity	Target Date
1. Gather input from Fire, Emergency Management and EMS community, volunteers, and staff to determine roles and responsibilities of Fire & EMS Chief position	5- 2014
2. Write roles and responsibilities gathered from input into job description	7-2014
3. Advertise and interview for Fire and EMS Chief position	9-2014
4. Hire Fire & EMS Chief	12-2014
5. Submit request to Virginia Department of Fire Program to conduct a study of Powhatan County's Fire and EMS services	12-2014
6. Revise Powhatan Code for BOS approved changes as recommended by Fire & EMS Chief	2-2015
7. Identify roles of current command structure of Fire/EMS/Emergency Management and analyze personnel needs based on current budget	2-2015
8. Recommend to the BOS changes to implement recommendations of Fire & EMS Chief on the command structure and personnel needs	3-2015
9. Present to the BOS the recommendations of the Virginia Department of Fire Program study	1-2016
10. Revise Powhatan Code for BOS approved changes as recommended by Virginia Department of Fire Program study	3-2016
11. Collaborate with volunteers, contractors, and county staff to implement plan, policies and procedures	3-2016

Priority HS 2: Transfer the responsibility for emergency communications to the County Administrator and relocate the E-911 Center

Champion: Singer

Supporting Staff: Sheriff, Greene

Key Tasks/Activity	Target Date
1. Engage in discussions between Sheriff and County Administrator to determine the need to transfer E-911 to carry out BOS direction	1-2015
2. Engage in collaborations among County Administrator, Fire & EMS Chief and the Sheriff on implementation issues (acquire input, discuss pros and cons, briefing to officials as needed)	1-2015
3. Identify the department to which the E-911 services function will report and identify a physical location for the E-911 function	12-2015
4. Present to the Board for approval of recommendations and funding for the location	6-2016
5. Develop a plan for relocation of E-911 center/new radio system to ensure there is no disruption of services	TBD
6. Oversee the relocation of the E-911 center to ensure there is no disruption of services	TBD

PUBLIC HEALTH AND SAFETY (HS)

Priority HS 3: Evaluate the needs of our population and determine how best to respond so that they grow, develop and age healthfully

Champion: Pemberton/Weiler

Supporting Staff: Howland, Woodel, Martin, TRIAD

Key Tasks/Activity	Target Date
1. Recommend reinstatement of County funding support for Senior Connections, Senior Navigator, Free Clinic, YMCA, the FCS program at the Extension Office and other organizations which support the County's aging population	3-2015
2. Assess the potential of a collaboration from agencies coming together for the Resource Council Meeting to determine whether this community partnership can address this goal (e.g., YMCA, Senior Connections, Health Department, Social Services, Extension Office, Recreation) <ul style="list-style-type: none"> • Attend the Resource Council meeting for a discussion of the possibility how human service needs, including needs of the aging, might be addressed • Develop a needs assessment (e.g., nutrition, recreation, financial education, transportation, support system, affordable housing, safety services) • Determine method of communication to disseminate information to community (hire external with Board of Supervisors approval, or internal committee) • Evaluate what the assessment may bring to the table and then determine how to address all needs • Delegate to agency to begin addressing needs 	6-2015

Priority HS 4: Develop a recreation department and plan that addresses the needs of all citizens

Champion: Woodel

Supporting Staff: Altman, Piper, Martin, Howland

Key Tasks/Activity	Target Date
1. Assess needs of department; determine whether assistance can be acquired from local universities to complete a community needs assessment	10-2015
2. Continue to analyze programs in other localities for their "fit" in Powhatan	11-2015
3. Develop a written plan of action for department needs	12-2015
4. Determine immediate, affordable community needs and coordinate with services offered by other agencies to create programs for citizens	12-2015
5. Present recommendations to BOS and implement plan of action if approved	3-2016

LIFELONG QUALITY EDUCATION (ED)

An educated citizenry is the foundation of democratic government. We have a quality educational system that produces thoughtful, inquisitive, and productive graduates. Our system is transparent, accountable to the community, and implements cutting edge ideas that improve quality, cost-effectiveness, and relevancy to the job market.

Priority ED 1: Consider how future joint meetings with the School Board may be useful in achieving greater collaboration

Champion: Weiler

Supporting Staff: Dr. Jones

Key Tasks/Activity	Target Date
1. Schedule and hold meeting of BOS Chairman and School Board Chairman to discuss future joint meetings of BOS and School Board	08-2014
2. Schedule and hold meeting of BOS Chairman, School Board Chairman, County Administrator and Superintendent to discuss future joint meetings of BOS and School Board	09-2014
3. Schedule and hold quarterly meetings of BOS Chairman, School Board Chairman, County Administrator, and School Superintendent	12-2014 3-2015 6-2015 9-2015 12-2015
4. Schedule and hold a joint BOS/School Board workshop for School Board to present the Schools Facility Study to the BOS	12-2014
5. Research consultants to facilitate a joint BOS/School Board workshop on collaboration (Jones and Weiler)	11-2014
6. Discuss with consultant the strategy for joint BOS/School Board workshop (Jones and Weiler)	12-2014
7. Schedule and hold meeting of BOS Chair, School Board Chair, County Administrator and Superintendent to discuss recommendations of consultant on strategy for joint BOS/School Board workshop	12-2014
8. Schedule and hold joint BOS/School Board workshop on collaboration and to determine if the BOS/School Board should hold joint workshops on a regular basis	2-2015

Priority ED 2: Determine the Board's role in a workforce development strategy that supports the County's economic development plan

Champion: Weiler

Supporting Staff: Altman, Dr. Jones

Key Tasks/Activity	Target Date
1. Develop the key tasks/activities for this priority once the economic development plan has been adopted by the BOS	TBD



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FISCAL ACCOUNTABILITY (FA)

Powhatan County is a fiscally responsible, transparent, and accountable community.

Priority FA 1: Develop and implement a performance-based budgeting approach that aligns the budget with the priorities, goals, and objectives of the Board of Supervisors

Champion: Schubert

Supporting Staff: Weiler, Beach, Gradwell, Jackson

Key Tasks/Activity	Target Date
1. Define the performance based budgeting system to will be used	7-2017
2. Train staff on mission statements, objectives, and performance measurements	9-2017
3. Develop a database to store and report department data	10-2017
4. Develop a BOS policy that ties vision and factors to funding/budget process (How do department objectives tie in to the Boards vision)	9- 2018
5. Present to the board a Performance based budget for FY 2020	3 -2019

Priority FA 2: Continue to examine, evaluate, and improve systems and processes to enhance and add to the effectiveness of government service delivery, transparency, and accountability

Champion: Weiler

Supporting Staff: Jackson, Schubert

Key Tasks/Activity	Target Date
1. Identify and document all completed BPR between January 2013 and present	9-2015
2. Create an initiative to identify, document, implement and acknowledge system and process improvements - the "Business Process Reengineering (BPR) Initiative"	9-2015
3. Write the BPR Initiative process including acknowledgement system	9-2015
4. Hold a meeting of key personnel from all departments to explain the BPR Initiative	10-2015
5. Identify potential BPR, assign champion and team; develop work plan (key tasks, activities, due dates)	ongoing

Priority FA 3: Review and update the County's financial policies, including school funding and capital projects

Champion: Schubert

Supporting Staff: Beach, Gradwell, Weiler, Jackson

Key Tasks/Activity	Target Date
1. Identify and list all the policies	10-2014
2. Request best practices from other local jurisdictions	2-2015
3. Draft policies	5-2015
4. Meet with BOS Policy Committee to get their revisions to draft policies	6-2015
5. Present policies to BOS in workshop	7-2015
6. Present policies to BOS for approval	8-2015

FISCAL ACCOUNTABILITY (FA)

Priority FA 4: Create an annual prioritized capital improvements plan and other capital maintenance program with consistent viable funding sources

Champion: Schubert

Supporting Staff: Altman, Weiler, Piper, Melis, Singer

Key Tasks/Activity	Target Date
1. Schedule and hold meeting of team to determine the calendar for the FY 2016 Five-Year Capital Improvement Plan and Other Capital Programs (FY 2016 CIP)	10-2014
2. Schedule and hold meeting with School Superintendent to agree to dates for CIP	12 -2014
3. Hold Joint BOS/ PC workshop on the Utilities Master Plan	10-2014
4. Hold Joint BOS / School Board workshop on the Schools Facility Needs Study	11-2014
5. Review FY 2015 CIP with Departments and incorporate changes into the FY 2016	1-2015
6. Incorporate Utilities Master Plan and School Board Adopted CIP into the FY 2016 CIP	1-2015
7. Present the FY 2016 CIP to the PC	2-2015
8. Present the FY 2016 CIP to the BOS	3-2015
9. Recommend BOS adopt the FY 2016 CIP	4-2015

INFRASTRUCTURE (IN)

Powhatan County provides the necessary infrastructure which meets the current and future needs of the County and contributes to a sustainable community.

Priority IN 1: Develop and adopt a utilities master plan

Champion: Rapp

Supporting Staff: Melis, Altman

Key Tasks/Activity	Target Date
1. Hold Joint PC and BOS workshop	10-2014
2. Present Plan to PC for consideration	1-2015
3. Present revised Water and Sewer Service District boundaries to PC for consideration	1-2015
4. Present Plan to BOS for consideration of adoption	2-2015
5. Present revised Water and Sewer Service District boundaries to Board for adoption	2-2015
6. Implement plan as growth occurs	Ongoing

Priority IN 2: Finalize the agreement for the Cobbs Creek Regional Reservoir

Champion: Weiler

Supporting Staff: Altman, Rapp

Key Tasks/Activity	Target Date
1. Finalize negotiations with Henrico County	5-2015
2. Present agreement to BOS for adoption	6-2015
3. Sign and finalize agreement	6-2015
4. Implement agreement	6-2015

Priority IN 3: Secure funding for water tower to serve County, Department of Corrections, and Goochland County

Champion: Weiler

Supporting Staff: Rapp, Altman

Key Tasks/Activity	Target Date
1. Funding was included in the FY 2015 State Budget	Complete

Priority IN 4: Develop a communications infrastructure master plan for the public safety communications system

Champion: Greene

Supporting Staff: Singer, Director of IT, Sheriff

Key Tasks/Activity	Target Date
1. Request BOS approval of funding for plan	10-2014
2. Develop RFP	2-2015
3. Issue RFP	3-2015
4. Review submitted proposals	6-2015
5. Request BOS to authorize County Administrator to execute contract	7-2015
6. Complete plan	12-2015
7. Present plan to BOS for approval	1-2016

INFRASTRUCTURE (IN)

Priority IN 5: Develop a transportation master plan

Champion: Altman

Supporting Staff: Howland, Dameron, Melis

Key Tasks/Activity	Target Date
1. Conduct workshop with Board on a Route 60 third lane policy	2014
2. Write and present to BOS for approval a Route 60 third lane policy	6-2015
3. Complete Route 60 East Special Area Plan funding by the MPO	6-2016
4. Complete Route 60 Rural Area Corridor Study being done by MPO staff	6-2016
5. Conduct workshop with BOS and PC on all the transportation studies to determine BOS expectation and desired outcome of a transportation master plan	10-2016
6. Develop tasks and activities based on direction of BOS from workshop	TBD

Priority IN 6: Develop an IT/phone master plan for the County's internal systems

Champion: IT Director

Supporting Staff: Stowers

Key Tasks/Activity	Target Date
1. Request BOS approval of funding for plan	10-2014
2. Develop and issue RFP	6-2015
3. Request BOS to authorize County Administrator to execute contract and budget and appropriate funds	10-2015
4. Complete plan	1-2016
5. Present plan to BOS for approval and funding	3-2016

Priority IN 7: Develop a broadband master plan

Champion: IT Director

Supporting Staff: Stowers

Key Tasks/Activity	Target Date
1. Request BOS approval of funding for plan	3-2015
2. Develop and issue RFP	6-2015
3. Request BOS to authorize County Administrator to execute contract and budget and appropriate funds	10-2015
4. Complete plan	1-2016
5. Present plan to BOS for approval and funding	3-2016

LOCAL AND REGIONAL COOPERATION (RC)

Through our local and regional partnerships, Powhatan County enhances the overall quality of life of its residents. These efforts save the taxpayer the expense of “carrying the burden alone” and expand the community’s ability to benefit from the common effort.

Priority RC 1: Evaluate and ensure that the County has active participation in each organization in which the Board determines we must play a valuable role

Champion: Weiler

Supporting Staff: Timberlake, Martin, Barton

Key Tasks/Activity	Target Date
1. Create a form that includes name of organization, contact, benefits, and budget amount.	11-2015
2. Ask staff in all departments for information regarding the organizations in which they currently actively participate and collaborate. County Administrator will include Board and County Administrator activity and partnerships. Describe what value being a member of the organization brings to the County	12-2015
3. Compile the data provided by the Departments	1-2016
4. Describe what value being a member of the organization brings to the County	12-2015
5.	
6. Research and identify other opportunities for collaborations	1-2016
7. Evaluate new collaborations for the potential benefit to the county’s projects	3-2016
8. Present to the BOS list and benefits of partnerships and organizations	5-2016
9. Evaluate existing participation and benefits annually with recommendations for funding in the budget	Annually

Priority RC 2: Continue to develop Board and staff relationships with regional partners

Champion: Weiler

Supporting Staff: Timberlake, Martin, Barton

Key Tasks/Activity	Target Date
1. Encourage Staff and Board participation in local government associations	Ongoing
2. Budget funds for Staff and Board to attend the meetings, workshops and educational sessions of local government associations	Annually
3. Continue active participation in the boards and initiatives of the RRPDC	Ongoing

Priority RC 3: Continue to build strong relationships with our legislative delegation

Champion: Weiler

Supporting Staff: Leadership Team

Key Tasks/Activity	Target Date
1. Participate in all available opportunities to discuss County priorities with local delegates	Ongoing
2. Attend town meetings held by legislators to support their presence in the County	Ongoing
3. Supply legislators with reports and briefings on local matters	Ongoing
4. Submit to delegation County’s legislative priorities by September each year	Ongoing

COUNTY OF POWHATAN

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