



County of Albemarle
County Executive's Office

To: Albemarle County Board of Supervisors and Town of Scottsville Council

From: Jeff Richardson, County Executive

CC: Trevor Henry, Deputy County Executive

Ann Wall, Deputy County Executive

Whitney Wade, Interim Town Administrator

Claudette Borgersen, Clerk to the Albemarle County Board of Supervisors

Re: Joint Meeting with Scottsville Town Council – October 28, 2026

Please see the following report on areas of collaboration in advance of the Joint Meeting of the Albemarle County Board of Supervisors and the Town of Scottsville Council on October 28, 2026:

Parks and Recreation

The County of Albemarle continues to provide operational funding and services to the Town of Scottsville and residents through ongoing maintenance at Dorrier Park, Scottsville Community Center, and the Scottsville Boat Landing. Recreational programs and sports include aerobics, fitness classes, youth baseball, and soccer.

The Scottsville Community Center is home to the Boys & Girls Club, which hosts 135 members (average daily attendance of 67 members), and the Bread of Life Food Pantry, which serves 72 households per month. Exercise classes at the center served 87 participants in FY25 and 120 participants in FY26, while the sports program served 135 participants in FY25 and 146 participants in FY26.

Additional information about park maintenance and event support can be found in the Parks & Recreation matrix (Appendix 1).

Community Development

Albemarle County's Community Development Department works closely with the Town of Scottsville on a broad range of land use and long-range planning initiatives. This collaboration supports shared goals and helps ensure consistent, high-quality services for residents in and around Scottsville.

Joint responsibilities include building permit review and inspections, as well as the administration and enforcement of erosion and sediment control and stormwater regulations.

The AC44 Comprehensive Plan update, adopted on October 15, 2025, reaffirms Albemarle County's long-standing commitment to responsive, adaptive, and community-centered planning. Through extensive community engagement, staff gathered meaningful public input that shaped this vision for the County's future.

The Town of Scottsville is referenced more than 20 times throughout AC44. While the Town maintains its own governance structure—including its own Comprehensive Plan and Zoning Ordinance—the Development Areas chapter of AC44 identifies strategies for continued coordination and partnership with Scottsville. Shared areas of focus include transportation improvements, parks and trail expansion, public infrastructure projects, as well as opportunities to enhance social and human services and affordable housing.

To support projected growth, Albemarle County designates specific Development Areas to encourage higher-density, mixed-use development supported by public water and sewer, multimodal transportation networks, public parks, and public safety services. In AC44, the Development Areas include Places29, Pantops, the Southern and Western Areas, Crozet, the Village of Rivanna, and the Town of Scottsville—highlighting Scottsville's essential role in the County's growth framework.

Facilities & Environmental Services

The Town of Scottsville operates and maintains the A. Raymon Thacker Flood Control System; including the earthen levee and floodwall, closure gates, pumping plant, and associated infrastructure; to provide protection against flooding from the James River and to reduce risks to public health and safety. The Facilities & Environmental Services Department (FES) supports these efforts through an established Memorandum of Agreement (MOA) with the Town.

Under the terms of the MOA, the Town provides written certification to FES each year confirming minimum conditions have been met in order for the County to release its annual contribution. These certifications serve as the formal reporting mechanism required for the County to authorize its annual payment and include:

- The Town has established and maintained all improvements prescribed in the Operation and Maintenance Manual, Local Flood Protection Project, Town of Scottsville, Virginia.
- All required permits for flood control work remain current.
- The Town has maintained a capital renewal fund into which a portion of the County's annual contribution has been deposited.

In June 2026, FES made its FY26 annual contribution to the Town in accordance with the MOA. The FY26 payment totaled approximately \$22,400 and represents the inflation-adjusted contribution required under the agreement, which sets a base annual amount indexed for inflation. Additionally, the County's FY27 Capital Improvements Program (CIP) includes \$87,000 for repairs to the Scottsville Levee.

These funds help support the Town's annual operation and maintenance responsibilities for the flood control system, including regulatory compliance, routine inspections, and ongoing system readiness. As stipulated, a portion of each annual contribution is dedicated to the Town's capital renewal fund to ensure long-term infrastructure resiliency.

Information Technology

Due to the Town of Scottsville's hiring of an IT resource to provide primary support, the necessary support from Albemarle County Information Technology (ACIT) continues to decrease. A previous Memo of Understanding detailed technical services including provisioning and support of domain accounts, virtual private networks, email, core desktop applications, multi-factor authentication, and anti-virus.

The Town of Scottsville is provided with road naming and E911 Addressing support from the County's GIS Office. These functions are carried out in accordance with ordinances maintained and executed by Albemarle County in support of government and public safety operations.

ACIT also provides support for public safety for southern Albemarle. The Scottsville Police Department receives IT assistance in many of the same areas as the Albemarle County Police Department, though at a lower level since the Town has its own dedicated IT resource.

Meanwhile, ACFR Station 17, which provides emergency response to southern Albemarle, is fully supported by ACIT in alignment with other stations around the county. ACIT provides limited support to the Scottsville Volunteer Fire Department. This is in the form of secondary support as the station is independently owned and operated.

Further Information:

- Information Technology matrix (Appendix 3)

Finance and Budget

The County collects current and delinquent motor vehicle license fees on behalf of the Town of Scottsville and remits the quarterly balance with 2% withheld for administrative costs.

- FY25 - \$16,508.59
- FY26 - \$16,098.02

The County pays, according to State Code requirements, the Town of Scottsville a monthly share of sales tax revenue, based on the ratio of the Town's school-age population to the County's total school-age population. As of October 2024, there are 46 Scottsville residents in total Albemarle County Public School student enrollment.

- FY25 - \$42,024.61
- FY26 - \$45,701.70

The County collects and remits court fees collected on behalf of the Town of Scottsville monthly.

- FY25 - \$453.20
- FY26 - \$748.35

The County manages the flood insurance policy for the Scottsville Community Center for a total annual cost of \$4,605.

Public Safety Partnerships

Albemarle County's continued collaboration with the Town of Scottsville reflects a commitment to proactive public safety response, efficient resource sharing, and comprehensive community safety initiatives fostering strategic partnerships that advance public welfare throughout southern Albemarle County.

Police Department

The Albemarle County Police Department (ACPD) and the Scottsville Police Department (SPD) maintain a collaborative partnership aimed at enhancing public safety, operational efficiency, and community engagement. Through reciprocal mutual aid agreements and joint initiatives, our agencies work together to strengthen law enforcement services and expand community-oriented policing efforts.

Operational Collaboration & Mutual Aid

Pursuant to the established mutual aid agreement, ACPD and SPD provide coordinated law enforcement assistance to ensure a prompt and effective response to emergencies and routine calls for service. This agreement facilitates cooperation in the following areas:

- **Emergency Response & Reciprocal Mutual Aid:** ACPD and SPD officers back each other up on emergency 911 calls and law enforcement incidents, reinforcing safety protocols and ensuring a timely response to critical situations.
- **Joint Investigative Efforts:** SPD officers coordinate with ACPD for felony and serious misdemeanor investigations, leveraging ACPD's forensic support, investigative expertise, and access to specialized personnel.
- **Crisis Intervention Team Assessment Center (CITAC):** SPD has partnered with ACPD and Region Ten to expand mental health crisis services including access to CITAC. This effort ensures individuals in crisis receive appropriate care and resources.
- **Training & Professional Development:** ACPD hosts SPD officers in various training programs, including pursuit tactics, firearms qualification, range access, and specialized operations.
- **Records Management & Administrative Support:** ACPD oversees SPD's records management system (RMS), ensuring compliance with reporting requirements and streamlining documentation processes.

- **Radio Communications & Equipment Sharing:** ACPD provides SPD with handheld and mobile radio systems to ensure seamless communication and interoperability during joint operations.
- **Policy & Procedure Sharing Through Lexipol:** SPD benefits from ACPD's access to Lexipol policies and procedures, allowing for consistency in law enforcement standards.

Collaboration on Parks & Recreation Safety

ACPD has partnered with the Department of Game and Inland Fisheries to support public safety efforts at Dorrier Park and the Scottsville Boat Landing. ACPD, SPD, and the Department of Game and Inland Fisheries provide water patrols to deter criminal activity, enhance river safety, and engage in community outreach efforts, especially during high-traffic seasonal periods. In the future, ACPD and SPD will coordinate training for summer river patrols to enhance safety measures for residents and visitors engaging in recreational activities along the waterway. As needed, both departments assist in law enforcement presence at public gatherings to ensure safe and secure recreational experiences.

Road Safety & Traffic Improvements

Our law enforcement agencies actively support County-led initiatives for road safety improvements that impact the Scottsville area, including:

- **Highway Safety Improvements Project (HSIP):** ACPD and SPD work with VDOT to enhance safety measures at key intersections, including Rt 20/Plank Rd.
- **Traffic Enforcement Collaboration:** SPD coordinates with ACPD to implement targeted traffic safety strategies, reducing risks at key traffic corridors.

Tourism & Economic Development Support

ACPD and SPD recognize the role of effective public safety in fostering economic growth and tourism initiatives in Scottsville. The departments collaborate with the Albemarle County Economic Development Office and tourism stakeholders to ensure safe and secure environments for visitors and businesses. When requested, ACPD and SPD provide law enforcement visibility and security support for economic initiatives such as the Designated Outdoor Refreshment Area (DORA) program.

Fire Rescue

In 2025, Albemarle County Fire Rescue (ACFR) expanded its 24/7 career staffing at Station 17 in southern Albemarle. Building upon an existing ambulance with dedicated 24/7 career staffing, ACFR added 24/7 personnel to cross-staff a fire engine and a second ambulance, allowing the additional crew to operate either apparatus based on emergency response needs. This expansion provides the flexibility to staff two ambulances simultaneously when call demand warrants. These new resources address critical service gaps identified in a 2018 Standard of Cover analysis. This analysis determined that southern Albemarle has the highest risk profile of any rural area in the County, yet it remained underserved due to limited station coverage, long response times, and inconsistent availability. The additional staffing strengthens emergency response capabilities in the Scottsville/southern Albemarle area, augments existing resources, reduces turnout and response times, and improves firefighter and resident safety. This expansion also advances the County's commitment to equitable emergency service delivery, particularly in a region characterized by high social vulnerability, limited transportation options, socioeconomic challenges, and a growing population.

Statutorily, the fire code official responsibilities currently reside with the State Fire Marshal's Office (FMO). Relying on the State's FMO to investigate local incidents or weigh in on development issues can cause delays and requires the FMO to stay current with our local ordinances and practices. Unofficially, Albemarle County Fire Marshals assist with fire investigations and conduct plan reviews for new development projects as requested. Establishing an MOU to formalize this practice would provide liability coverage for our Fire Marshals and ensure continuity with other County departments and partner agencies.

Albemarle County provides substantial, ongoing financial and operational support to the Scottsville Volunteer Fire Department (VFD), helping ensure the department remains equipped and ready to serve the community. For FY27, the County contributed \$170,681 to support the station's day-to-day operations, including building utilities, maintenance, communications, firefighting and EMS supplies, administrative expenses, training, and uniforms. Major allocations include \$37,874 for building and grounds maintenance, \$24,100 for utilities, and \$26,300 for administrative and professional services. These resources help sustain the department's readiness and response capabilities in southern Albemarle County.

Beyond the annual operating budget, Albemarle County provides vital support in several other key areas. This includes funding for fire and EMS training, turnout gear, uniforms, and initial medical physicals for new volunteers. The County also covers fuel and insurance costs, vehicle maintenance, and provides capital funding to replace fire apparatus. This comprehensive support model reinforces the County's commitment to maintaining a strong volunteer fire

service and ensures that departments like Scottsville VFD can operate safely, effectively, and sustainably.

Emergency Management

The Albemarle County Office of Emergency Management (ACOEM) continues to work closely with the Town of Scottsville to strengthen local preparedness and response capabilities. This year the County strengthened its emergency management program by establishing the Office of Emergency Management as an independent function under the County Executive's Office. It previously operated within Fire Rescue. This change positions the office to coordinate more directly across County government and with partners such as the Town.

Soon after the transition, the County's new Emergency Management Coordinator met with Town leadership to introduce himself and the office's role. After this summer's Fourth of July events, the Deputy County Executive and the Emergency Management Coordinator met again with the Mayor, Town Manager, Police Chief, and Levee Manager. The group reviewed the office's recent work and identified several shared priorities.

The first priority is the current rewrite of the County Emergency Operations Plan (EOP). The rewrite is a chance to align County and Town planning, including the option of the Town adopting the County EOP as its own. The second is the Town's levee and pump system. The group discussed its current condition and grant funding that could support future repairs or modernization. ACOEM continues to work with the Virginia Department of Emergency Management (VDEM) to help the Town identify and pursue those funding opportunities.

ACOEM also continues to support the Town in several other ways:

- **Coordinated communication during EOC activations.** The Town Manager and Police Chief are engaged promptly through the County's Virtual Emergency Operations Center (VEOCI) coordination platform.
- **Review of emergency planning documents.** This includes evacuation planning, special event preparedness, and the Town's role within the County EOP.
- **Community preparedness.** The Town's volunteer emergency preparedness efforts, formerly Scottsville CERT, are now part of the County's broader community preparedness program, so Town residents will continue to have access to focused emergency preparedness training opportunities.

ACOEM values this partnership and looks forward to continuing work with the Town to strengthen preparedness, planning, and resilience for the Scottsville community.

Appendix 1**Albemarle County Parks and Recreation Scottsville Partners, Programs, and Activities**

FY 25 & FY 26

Partner/Program/Activity	Description	Dates & Times
Boys & Girls Club – Scottsville Community Center	- Leased space for the James River Boys and Girls Club at the Scottsville Community Center since 2014, no charge for lease 135 members, with average daily attendance of 67 - Ages 5-18	Summer & Full Days (Holidays & Spring Break) 7:30am – 5:30pm After School 2:30pm – 6:30pm
Scottsville Bread of Life Food Pantry – Scottsville Community Center	- Serves as a food distribution center for the community - Reserve SCC twice a month (24 times a year) - Average 72 households and 123 individuals per month	3 rd Saturday morning of each month for distribution. Prior Friday for preparation.
Exercise Classes- Scottsville Community Center	Fitness Classes Total Body Boot Camp - Fall FY25 – 36 participants - Winter/Spring FY25 – 34 participants - Summer FY25 – 17 participants - Fall FY26 – 40 participants - Winter/Spring FY26 – 42 participants - Summer FY26 – 38 participants	Monday/Wednesday 6:30pm-7:30pm
Sports – Scottsville Community Center & Dorrier Park	Scottsville Organization for Kids Soccer (SOKS) is a youth soccer program for kids 4-15. (Partnered with SOCA) - FY25 – 65 participants - FY26 – 76 participants Scottsville Little League (6 teams, 78 players) - FY25 – 70 participants - FY26 – 70 participants	SOKS runs in the fall. They use Dorrier Park Scottsville Little League uses the baseball field behind SCC.
Dorrier Park and Scottsville Community Center: Routine Maintenance	Routine Maintenance - Mow and trim grass - Trash removal - Clean building - Service restrooms & shelter - Snow removal Shelter Reservations - FY25 – 21 reservations - FY 26 – 21 reservations Scottsville Community Center	

	Drop off site for Christmas tree recycling program	
Project Upgrades	\$9000 - Fire Alarm upgrades in Scottsville Community Center - Replaced twelve (12) Siemens multi criteria Fire/CO detectors. - Required to remain in compliance with local and State Fire Codes. - New detectors include a 10-year warranty.	
Town of Scottsville	Albemarle County Parks & Recreation supports Scottsville Events: - Annual Fourth of July parade parking - Annual Scottsville High School Alumni Reunion – 4-day event - Annual Scottsville Easter Egg Hunt - Upon request and availability, Community Center is available for Town sponsored activities at no cost.	
Scottsville Boat Landing	Routine Maintenance - Mow and trim grass - Trash removal	

Appendix 2

Scottsville Levee Memorandum of Agreement

Appendix 3:**Albemarle County Information Technology Support for the Town of Scottsville**

Entity	Support Type	Detail	Additional Note(s):
Town of Scottsville	Daily Operations – Road naming and E911 addressing		Addressing and Road Naming responsibilities for Scottsville – as a part of the County's daily operations. In addition, GIS staff have fielded direct parcel boundary questions.
Scottsville Volunteer Fire Department	Limited hardware and networking support	Provide and Support: • Microsoft 365 email accounts for Chief and Deputy Chief of station; standard across volunteer station • 2 Panasonic CF31 model Toughbooks. One in the Chief's car and the other inside the station as a CAD monitor. • 1 Cradlepoint router for station alerting/ECC call dispatching. • 1 Active Directory account affiliated with Station 7	This station is independently owned and operated.
Scottsville Police Department (SPD)	Moderate networking and core application's Ad-hoc requests	Provide and Support: • Approx. (5) domain accounts for SPD which include Microsoft 365 email and licensing. • RSA Multi-Factor Authentication, New World public safety application and accounts, and AD accounts with Webmail • Installation of County provided applications (above) for new computers • Supplemental assistance for Scottsville PD IT staff member as needed.	We have only provided support for updates and issues caused by software/hardware updates, totaling less than five hours annually.