



County of King William, Virginia
Est. 1702

**BOARD OF SUPERVISORS
REGULAR MEETING OF FEBRUARY 22, 2021 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

A G E N D A

- 1. Call to Order**
- 2. Roll Call**
- 3. Moment of Silence**
- 4. Pledge of Allegiance**
- 5. Review and Adoption of Meeting Agenda**
- 6. Public Comment Period - Speakers:** *One Opportunity of 3 Minutes per Individual or 5 Minutes per Group on Non-Public Hearing Matters*
- 7. Consent Agenda:**
 - a. Approval of Minutes:
 - i. January 11, 2021 - Organizational Meeting
 - ii. January 25, 2021 - Regular Meeting
 - b. Approval of Payment of Bills – *January 2021*
 - c. Resolution 21-10 - Recognition of James R. Nester Jr.
- 8. Presentations:**
 - a. Recognition of James R. Nester, Jr. - *Sheriff Walton*
 - b. Introduction of the Newly Elected Commissioner of the Revenue - *Karena Funkhouser*
 - c. Introduction of the Newly Elected Treasurer - *Mary Sue Bancroft*
 - d. Board of Zoning Appeals Annual Report - *Benjamin Shumaker, Chairman of the Board of Zoning Appeals*

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- e. Infrastructure Bonds - *James Sanderson, Davenport & Co.*
 - 9. Old Business: *None***
 - 10. New Business:**
 - a. Public Hearing and Consideration of Ordinance 01-21 to Amend Chapter 78 Utilities Fees Schedule - *Steve Hudgins, Interim County Administrator*
 - b. Resolution 21-07 to Reappropriate Unencumbered CIP Balances of FY20 - *Natasha Joranlien, Director of Financial Services*
 - c. FY22 Capital Funding Needs - *Natasha Joranlien, Director of Financial Services*
 - 11. Administrative Matters from County Administrator:**
 - a. Board Information
 - 12. Board of Supervisors' Comments**
 - 13. Closed Meeting (if needed)**
 - a. Motion to Convene Closed Meeting
 - b. Motion to Reconvene in Open Session
 - c. Certification of Closed Meeting
 - d. Action on Closed Meeting (if necessary)
 - 14. Appointments: *None***
 - 15. Adjourn or Recess**

NOTES REGARDING AGENDA:

This agenda is tentative only and subject to change by the Board of Supervisors.

During the public comment period of a public hearing, speakers shall be provided one opportunity of 3 minutes per individual or 5 minutes per group. Speakers shall provide their name, address, and if applicable, the group they are representing. The Board of Supervisors may modify and/or set other rules governing the conduct of the public hearings.

AGENDA ITEM 7.a.

**MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING OF JANUARY 11, 2021**

A meeting of the Board of Supervisors of King William County, Virginia, was held on the 11th day of January, 2021, beginning at 7:00 p.m. in the Board Meeting Room of the County Administration Building and via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Greenwood called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Supervisor, 2nd District: Travis J. Moskalski – Vice Chair	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr.	Aye
Supervisor, 3rd District: Stephen K. Greenwood – Chairman	Aye

Also, in attendance:

Bobbie H. Tassinari, County Administrator
Olivia S. Lawrence, Clerk to the Board

Agenda Item 3. REVIEW AND ADOPTION OF THE MEETING AGENDA

Supervisor Hodges moved for the adoption of the amended agenda for this meeting as presented; motion was seconded by Supervisor Garber.

The members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Vice Chairman	Aye
Supervisor, 3rd District: Stephen K. Greenwood - Chairman	Aye

Agenda Item 3. ORGANIZATION OF THE KING WILLIAM COUNTY BOARD OF SUPERVISORS FOR 2021

a. Election of Chairman for 2021

Chairman Greenwood called for the normal proceedings of Vice Chair becoming Chairman to be followed.

Upon the motion of Chairman Greenwood, seconded by Supervisor Garber, Vice Chair Moskalski was approved as Chairman of the Board of Supervisors for 2021 by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Vice Chairman	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 3rd District: Stephen K. Greenwood - Chairman	Aye

b. Election of Vice Chairman for 2021

Supervisor Hodges nominated Supervisor Moren for Vice Chairman of the Board for 2021.

Chairman Moskalski called for any other nominations.

Nominations were closed.

Upon the motion of Supervisor Garber, seconded by Supervisor Greenwood, Supervisor Moren was approved Vice-Chairman of the Board of Supervisors for 2021 by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr.	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Chairman Moskalski thanked Supervisor Greenwood for his time as Chairman noting he rose to the occasion during a difficult time.

c. Consideration of By-Laws and Rules of Procedures of the Board of Supervisors for 2021

Supervisor Greenwood stated he'd like the calendar portion to be reviewed by counsel for clarification regarding the organizational meeting.

Supervisor Hodges moved to adopt the By-Laws and Rules of Procedures of the Board of Supervisors; motion was seconded by Supervisor Garber.

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

d. Adoption of Board of Supervisors Meeting Calendar for 2021

Supervisor Greenwood proposed cancelling the work session in October, scheduling the regular meeting for October 25th and the regular meeting in November for the 29th.

Supervisor Garber stated he would be on vacation during the budget discussions in April and would like the meetings rescheduled.

County Administrator, Bobbie Tassinari, stated the following Monday of April 19th would be a possible date for rescheduling.

Supervisor Greenwood stated he cannot accommodate a Monday meeting during the day.

Supervisor Moren stated he would prefer not to cancel any of the meetings and cancel at a later date if need be.

Supervisor Greenwood amended his motion to add the October work session of the 4th to the Board of Supervisors Meeting Calendar for 2021 with the proposed changes; motion was seconded by Supervisor Hodges.

There being no discussion the members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

e. Adoption of Fiscal Year 2021 Budget Schedule

Supervisor Garber moved to adopt the Fiscal Year 2021 Budget Schedule; motion was seconded by Supervisor Moren.

There being no discussion the members were polled:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye

Supervisor, 2nd District: Travis J. Moskalski – Chairman Aye

f. Board Appointments to the:

Upon motion of Supervisor Moren, seconded by Supervisor Greenwood, Supervisor Hodges was reappointed to the Historical Preservation and Architectural Review Board by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr. Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair Aye
Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 1st District: William L. Hodges Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman Aye

Upon motion of Supervisor Hodges, seconded by Supervisor Garber, Supervisor Moskalski and Supervisor Moren were reappointed to the Middle Peninsula Planning District Commission by the following roll call vote:

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair Aye
Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 1st District: William L. Hodges Aye
Supervisor, 4th District: C. Stewart Garber, Jr. Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman Aye

Upon motion of Supervisor Hodges, seconded by Supervisor Garber, Supervisor Greenwood was reappointed to the Planning Commission by the following roll call vote:

Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 1st District: William L. Hodges Aye
Supervisor, 4th District: C. Stewart Garber, Jr. Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman Aye

Supervisor Moren stated he would like to be considered for appointment to the Planning Commission in the future.

Upon motion of Supervisor Moren, seconded by Supervisor Hodges, Supervisor Garber was reappointed to the Recreation Commission by the following roll call vote:

Supervisor, 1st District: William L. Hodges Aye
Supervisor, 4th District: C. Stewart Garber, Jr. Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair Aye
Supervisor, 3rd District: Stephen K. Greenwood Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman Aye

Upon motion of Supervisor Hodges, seconded by Supervisor Greenwood, Supervisor Garber was reappointed to the Social Services Board by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Agenda Item 4. WORK SESSION MATTERS

a. Fire and EMS Update

Stacy Reaves, Chief of Fire, presented a department report including the submission of the Safer Grant which aids with obtaining staffing to cover the counties response needs, a status update on various apparatus, Station 1's recent renovations and other noteworthy items.

b. DEQ Water Withdrawal

Steve Hudgins, Director of Operations, presented a DEQ groundwater withdrawal permitting update. Mr. Hudgins stated King William County is in the midst of applying for a Groundwater Withdrawal Permit (GWWP) renewal from DEQ for the Central Garage water system. Application was first made in January 2019 (existing permit was expiring) by Cardno, a consultant of the County, and the County received DEQ's response on October 23, 2020. Despite what County staff and consultants believed to be a very strong proposal for anticipated water demand, with growth projection numbers tied to real projects and discussions with local developers, DEQ countered arguing for a much lower number, preferring to tie growth projections to census data. Specifically, the County's growth projections equate to about a 25% linear growth rate, while DEQ believes it should be between 7% and 10%. As this does not serve the County's best interest for growth, and water demand numbers in the application are now two years old, the County has again contracted Cardno to respond with updated data further validating our projections and request.

The County operated industrial park well has begun withdrawing above its Virginia Department of Health permitted limit of 300,000 gallons per month and therefore needs a GWWP from DEQ to meet current demand. An analysis was performed on this well and it was shown that its construction does not meet DEQ standards of construction, and therefore will not be permitted for use. In discussion with DEQ on the subject of the Central Garage GWWP, this issue was brought up, and it was noted that the County may seek to combine the Industrial Park system with the Central Garage system. With growing demand at this location in recent years further plans for expansion at Nestle Purina, and a desire to attract more businesses to the Park, County staff feel it is imperative to provide the requisite water system infrastructure and the clearest path to permitting that would allow this growth to continue. DEQ continues to tighten its regulation of groundwater and does not view industrial needs

the same as residential, which is why County staff are heavily considering the option of looping this system in with the Central Garage system.

The GWWP for the well providing water for the school system is set to expire on July 4, 2021. King William County Public Schools has graciously accepted the County's offer to make application for a GWWP renewal for them. The County anticipates Cardno beginning this application process in January 2021, and that should be straightforward.

c. Motorola Radio Project Update

Steve Hudgins, Director of Operations, presented an update regarding the Motorola radio project. He stated the radio system upgrade project with Motorola Solutions continues to move forward with the recent completion by Motorola of Milestone #2: Successful completion of Staging. Staging was completed at an offsite testing facility, and communication equipment has begun shipping to Radio Communications of Virginia in Glen Allen, Va. Motorola anticipates equipment and material shipment to County sites beginning in January 2021. The next milestone will be the completion of fixed network equipment installation.

d. Virginia Peninsula Public Service Authority (VPPSA)

Bobbie Tassinari, County Administrator, stated David Magnant, Executive Director of the Virginia Peninsula Public Service Authority, would not be present but would like to present at a later date when he has more information to provide. At this time Mrs. Tassinari stated she was able to obtain a dollar amount of \$14,400 annually to add days that were taken away from the transfer sites. Mr. Magnant is also evaluating opening all sites in the county to 6 full days. Also being considering is the establishing of an alternative site. Mrs. Tassinari requested placing Mr. Magnant on the February work session to speak to these items and provide further details.

The Board gave consensus to place Mr. Magnant on the February work session agenda.

e. Financial Update

Natasha Joranlien, Director of Financial Services provided a financial update regarding transfers from the Treasurer to the King William County Public Schools. Ms. Joranlien also gave an update regarding the new financial software, Vision.

f. Financial Overview and Capital Needs

Bobbie Tassinari, County Administrator, presented a financial overview and capital needs including the counties strategic initiatives, strategy for fiscal integrity, total debt, assessments, grants, and other miscellaneous items.

g. Discussion Topic

Supervisor Hodges stated he as well as Supervisor Moren have received requested from citizens regarding the amount they are taxed for their RV's and motorhomes. Currently the revenue received from this tax is approximately \$47,000. Supervisor Hodges questioned reducing this tax for retirees.

Supervisor Moren stated he felt the current rate is too high, and he would like to revisit a reduction in the rate.

Supervisor Garber agreed.

Chairman Moskalski agreed to continue the discussions during the budget discussions.

Agenda Item 5. BOARD OF SUPERVISORS' REQUESTS

Supervisor Hodges asked for everyone to take the necessary precautions against CVOID-19 to stay safe.

Supervisor Greenwood encouraged citizens to appeal with the Board of Equalization if they are dissatisfied with their real estate assessments.

Agenda Item 6. ADJOURN

Upon motion of Supervisor Greenwood, second by Supervisor Garber, the meeting was adjourned by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

COPY TESTE:

Travis J. Moskalski, Chairman
Board of Supervisors

Olivia S. Lawrence
Clerk to the Board

**MINUTES
KING WILLIAM COUNTY
BOARD OF SUPERVISORS
REGULAR MEETING OF JANUARY 25, 2021**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 25th day of January 2021, beginning at 7:00 p.m. in the Board Meeting Room of the County Administration Building and via Zoom.

Agenda Item 1. CALL TO ORDER

Chairman Moskalski called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Also, in attendance:

Bobbie H. Tassinari, County Administrator
Olivia S. Lawrence, Deputy Clerk
Andrew McRoberts of Sands Anderson, County Attorney

Agenda Item 3. MOMENT OF SILENCE

The Chairman called for a moment of silence.

Agenda Item 4. PLEDGE OF ALLEGIANCE

The Chairman led the pledge of allegiance.

Agenda Item 5. REVIEW AND ADOPTION OF MEETING AGENDA

Supervisor Moren moved for the adoption of the amended agenda for this meeting as presented; motion was seconded by Supervisor Greenwood.

The members were polled:

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Agenda Item 6. PUBLIC COMMENT PERIOD

Chairman Greenwood opened the public comment period.

1. Mary Sue Bancroft, of District 5, stated she on the ballot for Treasurer of King William County and encouraged the citizens to vote on February 2nd.

There being no further speakers, Chairman Moskalski closed the public comment period.

Agenda Item 7. CONSENT AGENDA

Supervisor Hodges moved for the approval of the Consent Agenda as presented; motion was seconded by Supervisor Greenwood.

The Chairman called for any discussion.

There being no discussion the Consent Agenda was approved by the following roll call vote:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Agenda Item 8. PRESENTATIONS

a. Comprehensive Annual Financial Report (CAFR)

Anne Wall, of Robinson, Farmer, Cox Associates, presented the Comprehensive Annual Financial Report for King William County. Ms. Wall summarized the audit and attestation results, reporting requirements, recommendations, and fund balance summaries. This audit was subject to the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts (APA), the standards for financial audits contained in the *Government Auditing Standards* issued by the Comptroller General, the Single Audit Act Amendments of 1996 and the provisions of the *Uniform Guidance*.

Agenda Item 9. OLD BUSINESS

a. Comprehensive Plan Update

Sherry Graham, Director of Community Development, stated work has been started on the Comprehensive Plan with Mr. David Hill and staff with Hill Studio. Hill Studio will be meeting with staff and the Comprehensive Plan Committee this month to review the desired goals and planning and development issues. They will be touring the County with staff from Hill Studio to look at areas of concern and interest. Members of the Comprehensive Plan Committee are Sherry Graham, Steve Hudgins, John Breeden, Janie Rhoads, Holly McGowan and Kenneth Holderied.

b. Zoning and Subdivision Ordinance Revision Update

Sherry Graham, Director of Community Development, stated The Berkley Group will be holding the stakeholder meetings on January 26, 2021. The stakeholder groups are made up of four categories: Farmers/Landowners, Tourism/Economic Development, Real Estate/Bankers/Attorneys, Surveyors/Contractors/Engineers. They will hold a virtual public forum on January 28, 2021, at 6:30 p.m. Surveys have been mailed out to everyone and has also been placed on the County's webpage. The information has also been placed in the paper. Once the surveys are returned, the Berkley Group will compile the results. Once the results have been compiled, another joint work session will be held, and we will work on the final drafting of the ordinance. We are still on schedule to take the final draft ordinance to the Planning Commission in August and Board of Supervisors for approval and adoption in September.

Agenda Item 10. NEW BUSINESS

a. Board of Equalization Update

Olivia Lawrence, Clerk to the Board, presented an updated regarding the Board of Equalization appeals process. Ms. Lawrence stated at this time 118 request have been made for applications to file an appeal, 83 applications have been completed and filed and 11 of the 18 scheduled appeal dates have been filled.

Supervisor Garber questioned whether the submission of documents and the swearing under oath requirement set by the Board of Equalization was supported by state statute.

Supervisor Garber questioned whether the Board of Equalization met and approved the aforementioned guidelines.

Supervisor Greenwood questioned whether the Board of Equalization approved the aforementioned guidelines as well and stated these guidelines were different in the previous appeals process.

Chairman Moskalski reiterated the powers of the Board of Equalization as a Circuit Court appointed body.

b. Resolution 21-06 Appreciation of the Upper Mattaponi Tribe

Bobbie Tassinari, County Administrator, presented Resolution 21-06 accepting the gift of mill work, repaving and grading and expressing appreciation to the Upper Mattaponi Indian Tribe for their generous donation as an act of good faith and partnership.

Upon motion of Supervisor Hodges, second by Supervisor Greenwood, Resolution 21-06 was approved by the following roll call vote:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

RESOLUTION 21-06
BOARD OF SUPERVISORS ACCEPTANCE AND APPRECIATION OF GIFT
FROM THE UPPER MATTAPONI INDIAN TRIBE

WHEREAS, King William County and the Upper Mattaponi Indian Tribe own adjacent properties located at 7864 and 7890 Richmond Tappahannock Turnpike; and

WHEREAS, these adjacent properties share a parking lot in need of repairs; and

WHEREAS, the Upper Mattaponi Indian Tribe wished to mill and repave the existing parking lot and donate the County's portion as an act of good faith and partnership; and

WHEREAS, King William County accepted the gift of mill and repaving from the Upper Mattaponi Indian Tribe at the September 28, 2020 Board of Supervisors meeting via Resolution 20-55; and

WHEREAS, the Upper Mattaponi Indian Tribe was made aware during the mill and repaving project that correction to grading of the parking lot would be required increasing the donation amount to the County in the amount of \$23,964.54; and

WHEREAS, the total donation to the County by the Upper Mattaponi Indian Tribe for mill work, repaving and grading of the parking lot now totals \$41,914.54; and

NOW, THEREFORE BE IT RESOLVED, the King William County Board of Supervisors this 25th day of January, 2021, hereby accepts the gift of mill work, repaving and grading and expresses appreciation to the Upper Mattaponi Indian Tribe for their generous donation as an act of good faith and partnership.

c. Parcel for New Water Tower Location Central Garage Water System

Steve Hudgins, Director of Operations, presented a potential parcel for the location of the new water tower identified for the Central Garage water system. The property on Kelley Lane, Tax Map #29-8 is recommended, as the most suitable site of those evaluated due to its relatively high elevation (~170' above sea level) and its proximity to current and future development. Furthermore, if the Fontainebleau Industrial Park is ever connected into the Central Garage water system, a storage tank located at this proposed site would be ideally situated to serve both areas. County staff contacted the owner of TM #29-8, Mr. Kellum, prior to analysis and again after the adoption of the Plan to confirm his willingness to gift a 1-2 acre parcel, surveyed off of this property, to the County to be used as the site for an

elevated storage tank. Mr. Kellum remains amenable to the gift and will include granting any necessary easements through his property.

Supervisor Moren requested an appraisal be completed of the parcel to assess the fair market value.

Upon the motion of Supervisor Moren, seconded by Supervisor Hodges, it was approved to move forward with locating a parcel on this property suitable for placement of the new water tower by the following roll call vote:

Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

d. Resolution 21-07 Amending the FY21 Capital Fund Budget

Natasha Joranlien, Director of Financial Services, presented Resolution 21-07 to reappropriate unencumbered Capital Improvement Plan balances at Fiscal Year-End (FY 2020) in the amount of \$633,462.42.

Supervisor Moskalski noted this would need to be publicized if greater than 1% of the budget.

Andrew McRoberts, County Attorney, stated it would in fact need to be advertised and brought back for adoption.

Upon the motion of Supervisor Garber, seconded by Supervisor Greenwood, Resolution 21-07 was tabled by the following roll call vote:

Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

Agenda Item 11. Administrative Matters from County Administrator

a. Board Information

Bobbie Tassinari, County Administrator, presented board informational items.

Stacy Reaves, Chief of Fire, gave an update regarding the COVID-19 vaccine and the distribution process.

Agenda Item 12. BOARD MEMBER COMMENTS

Supervisor Greenwood stated he worries citizens have been unable to comment during public comment periods. He thanked everyone for attending and formally endorsed Mary Sue Bancroft for Treasurer of King William County.

Supervisor Hodges encouraged citizens to vote on February 2nd and to wear their masks.

Supervisor Garber stated he looked forward to the future when Zoom would not be necessary anymore.

Supervisor Moren encouraged citizens to complete the survey created by Hill Studio for the Comprehensive Plan and formally endorsed Mary Sue Bancroft for Treasurer.

Chairman Moskalski spoke to the grant obtained by the Middle Peninsula Planning District Commission in the amount of \$6.6 million to build industry cluster within the Middle Peninsula.

Agenda Item 13. CLOSED MEETING

There was no closed meeting.

Agenda Item 15. APPOINTMENTS

There were no appointments.

Agenda Item 16. ADJOURN

Upon motion of Supervisor Hodges, second by Supervisor Garber, the meeting was adjourned by the following roll call vote:

Supervisor, 3rd District: Stephen K. Greenwood	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Vice Chair	Aye
Supervisor, 2nd District: Travis J. Moskalski – Chairman	Aye

COPY TESTE:

Travis J. Moskalski, Chairman
Board of Supervisors

Olivia S. Lawrence
Deputy Clerk to the Board

AGENDA ITEM 7.b.



Natasha L. Joranlien
Director of Financial Services

Board of Supervisors

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

DATE: February 22, 2021
TO: King William County Board of Supervisors
FROM: Natasha Joranlien, Director of Financial Services
SUBJECT: Monthly Expenditures
January-21

County Expenditures are as follows:

County Administration Funds	1,703,692.15
CARES Funds	121,770.63
Department of Social Services	149,206.00
Comprehensive Services Act	91,043.05
Tax Refunds	

Total County Administration, CARES, Social Services,
CSA & Tax Refunds Amount:

2,065,711.83

AGENDA ITEM 7.c.

**RESOLUTION 21-10
RESOLUTION OF APPRECIATION
CAPTAIN JAMES R. NESTER, JR.**

WHEREAS, Captain James R. Nester, Jr. served 25 years in the King William Sheriff's Office as a Deputy Sheriff from 1995 until 2020. In 2001 he was promoted to the rank of Lieutenant and in 2006 promoted to Chief Deputy serving in that capacity until his retirement; and

WHEREAS, Captain James R. Nester, Jr. was the first Deputy Sheriff in King William County to be certified as a Crime Prevention Specialist by the Department of Criminal Justice Services; and

WHEREAS, Captain James R. Nester Jr. also served as a General Instructor and RADAR Instructor at the Rappahannock Regional Criminal Justice Academy, instructing many new recruits; and

WHEREAS, Captain James R. Nester, Jr. has been a positive representation of the Sheriff's Office in the community and serving as a liaison with the many criminal justice partners to include surrounding jurisdictions; and

NOW, THEREFORE, BE IT RESOLVED, that the King William County Board of Supervisors expresses its appreciation to Captain James R. Nester, Jr. for his valuable contributions to the safety and well-being of the citizens of King William County; and

BE IT FURTHER RESOLVED, that a copy of this Resolution expressing the sense of this Board of Supervisors on this matter shall be conveyed to Captain Nester, and shall be spread upon the meeting minutes of said Board of Supervisors.

AGENDA ITEM 8.a.



**A RESOLUTION
OF THE
BOARD OF SUPERVISORS
OF THE
COUNTY OF KING WILLIAM, VIRGINIA**



**RESOLUTION 21-10
RESOLUTION OF APPRECIATION
CAPTAIN JAMES R. NESTER, JR.**

WHEREAS, Captain James R. Nester, Jr. served 25 years in the King William Sheriff's Office as a Deputy Sheriff from 1995 until 2020. In 2001 he was promoted to the rank of Lieutenant and in 2006 promoted to Chief Deputy serving in that capacity until his retirement; and

WHEREAS, Captain James R. Nester, Jr. was the first Deputy Sheriff in King William County to be certified as a Crime Prevention Specialist by the Department of Criminal Justice Services; and

WHEREAS, Captain James R. Nester Jr. also served as a General Instructor and RADAR Instructor at the Rappahannock Regional Criminal Justice Academy, instructing many new recruits; and

WHEREAS, Captain James R. Nester, Jr. has been a positive representation of the Sheriff's Office in the community and serving as a liaison with the many criminal justice partners to include surrounding jurisdictions; and

NOW, THEREFORE, BE IT RESOLVED, that the King William County Board of Supervisors expresses its appreciation to Captain James R. Nester, Jr. for his valuable contributions to the safety and well-being of the citizens of King William County; and

BE IT FURTHER RESOLVED, that a copy of this Resolution expressing the sense of this Board of Supervisors on this matter shall be conveyed to Captain Nester, and shall be spread upon the meeting minutes of said Board of Supervisors.

DONE this the 22nd day of February, 2021.

ATTEST:

Travis J. Moskalski
Chairman
King William County Board of Supervisors

Steve G. Hudgins
Clerk of the Board

AGENDA ITEM 8.b.
Introduction of COR
No Attachment

AGENDA ITEM 8.c.
Introduction of Treasurer
No Attachment

AGENDA ITEM 8.d.



King William County
Est. 1702

Board of Zoning Appeals

Department

Benjamin Shumaker, Chairman
Michael Nolan, Vice Chairman
Laura Nunnally
Doris White
Sergio Tassinari

DATE: February 11, 2021

TO: King William County Board of Supervisors

FROM: King William County Board of Zoning Appeals

SUBJECT: Board of Zoning Appeals 2020 Annual Report

SUMMARY

This report summarizes official actions and other accomplishments of the Board of Zoning Appeals during 2020, as well as proposed goals for 2021.

BOARD OF ZONING APPEALS – RULES OF PROCEDURE

The Board of Zoning Appeals shall adopt such rules of procedure as it may deem necessary in order to carry into effect the provisions of this article, such rules to be in writing and copies available to the public at the office of the Zoning Administrator and the secretary of the Board of Zoning Appeals.

Meetings of the Board of Zoning Appeals shall be held at the call of the chairman and at such other times as the Board of Zoning Appeals may determine.

The Chairman, or in the Chairman's absence the Acting Chairman, may administer oaths and compel the attendance of witnesses.

All meetings of the Board of Zoning Appeals shall be open to the public.

A quorum shall be not less than a majority of all the members of the board.

No action of the board shall be valid unless authorized by a majority vote of those present and voting.



King William County
Est. 1702

Board of Zoning Appeals

Department

Benjamin Shumaker, Chairman
Michael Nolan, Vice Chairman
Laura Nunnally
Doris White
Sergio Tassinari

The Board shall keep minutes of its proceedings, showing the vote of each question, or, if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Board of Zoning Appeals and shall be a public record.

2020 GOALS & ACCOMPLISHMENTS

The Board of Zoning Appeals, along with The King William County Planning & Zoning Staff, reviewed Section 86, Article XV of the Zoning Ordinance. The BZA is participating in the Zoning Ordinance review process, as well as the Comprehensive Plan process. BZA members, as well as the Secretary, attended the 39th Annual Board of Zoning Appeals Program via Zoom.

2020 MEETINGS & ACTIVITY

Regular Meetings

January 15, 2020

February 19, 2020

March 18, 2020

April 29, 2020

July 15, 2020

September 16, 2020

November 18, 2020

Work Sessions

August 18, 2020

Appeals & Variances

A-01-20 The Fix Ministry – Approved

V-01-20 Byrd & Garnett – Approved

V-02-20 Carter & Jones – Approved

V-03-20 Nestle Purina - Approved



King William County
Est. 1702

Board of Zoning Appeals

Department

Benjamin Shumaker, Chairman
Michael Nolan, Vice Chairman
Laura Nunnally
Doris White
Sergio Tassinari

MOVING FORWARD

Chairman Benjamin Shumaker proposes the following goals for 2021:

- Establish or participate in 1-2 work sessions with the Planning Commission
- Continue to actively participate in the Zoning Ordinance & Comprehensive Plan review processes.
- Request that the Board of Supervisors allocate funds for continued BZA education, as well as legal representation for Determination Appeals.
- Work Session to discuss lessons learned in 39th Annual BZA Program

The King William County Board of Zoning Appeals will establish these and other specific goals for 2021 during the January 2021 meeting.

Benjamin Shumaker

Benjamin Shumaker / Chairman
Board of Zoning Appeals
King William County, VA

AGENDA ITEM 8.e.

King William County, Virginia

Capital Funding Discussion



February 22, 2021



1. Choosing Debt Versus Pay-Go

“Pay-as-you-Go”

- Cash Funding of Capital Projects
- Pros:
 - No interest costs
 - No cost to issue debt
 - No burdening of future generations with debt
- Cons:
 - Critical Infrastructure may not be kept up to standard or legal requirements not met
 - Growth or development opportunities may be missed
 - Operations may be pressured by cash diversion to capital

Debt Financing

- Borrowing Money from a Financial Institution or in the Public Markets
- Pros:
 - Accelerates infrastructure development that might otherwise take years to build
 - Allows a government to be proactive in addressing growth and development
 - Introduces intergenerational equity or “pay-as-you-use”; subsequent generations pay for their fair share of the benefit of the infrastructure
- Cons:
 - Creates a fixed obligation which must be repaid, irrespective of economic/financial conditions
 - May bind the borrower to certain covenants on taxes, rates, etc.
 - Added costs in the form of issuance and interest expense.



2. Multi-Year Financial Planning

Multi-Year Financial Planning

- Formalized, Multi-Year Planning for Capital Projects has become an expectation for Rating Agencies, State Sponsored Lending Programs, and other Lending Institutions
- Capital Planning should not be done in a vacuum!
 - Capital planning and debt will link back to all other areas of your local government – not just the capital budget
- Multi-Year Financial Planning should link back to:
 - “Debt Affordability” – impact of debt on cash-flows/the budget
 - “Debt Capacity” – compliance with Adopted Financial Policies and recognized best practice debt management levels
- Other key considerations
 - Level of debt vs. equity over a planning period (typically 5 years with an eye towards a decade)
 - Timing and structure of new debt – not all debt is viewed the same
 - Self supporting debt (i.e. water and sewer utility) has its own separate set of key benchmarks and best practices (coverage ratios, liquidity levels)



3. Can I Afford to Repay the Debt?

Tax-Supported Debt

- Debt service relative to budget (< 10-12%)
- Principal outstanding relative to repayment source (e.g. debt to assessed value)
- Debt capacity versus debt affordability (e.g. legal limit versus cash flow sufficiency)
- Understanding the tax-equivalent impact
- Don't forget about operating impact

Revenue-Supported Debt

- May requires a feasibility study by an independent consultant
- Size of the customer base supporting the enterprise is important to affordability
- Think about reserves for future maintenance and system repair
- If not entirely self supporting may require additional back-up from tax revenues that act as a “co-signor” on the loan



4. Matching the Project to the Security

- There are multiple ways to provide security to lenders/investors.
- Security may involve a contractual commitment, a pledge of collateral or a promise to pay.
- For localities in Virginia, the following security pledges are relevant:
 - General Obligation Bonds (full faith and credit pledge)
 - Lease Revenue Bonds (backed by appropriation and collateral)
 - Revenue Bonds (special taxes, utilities, parking, toll roads, Dillon Rule, etc.)
 - Moral Obligations

General Obligation and Lease Revenue Bonds



Stand-Alone General Obligation Bonds

- Full faith and credit pledge and unlimited taxing power
- Recognized as the highest and best security pledge in the municipal market
- Available to most Cities and Towns up to 10% of the assessed value of real property
- Available to Counties in an unlimited amount, but most are subject to voter referendum
 - Exception: Stand-alone issue for schools through the Virginia Public School Authority (“VPSA”)
- May be used to secure virtually any project, but traditionally reserved for “bricks and mortar” type projects where the entire community benefits and pays

Stand-Alone Lease Revenue Bonds

- Lease payments are usually paid from general tax revenue, subject to annual appropriation
- “Essentiality” of project is key to security pledge
- Typically marginally more expensive than General Obligation debt
- Asset being financed is typically the collateral for the lease, but other assets may be substituted
- Frequently used by Virginia counties for assets that would otherwise require a General Obligation referendum approval



Revenue Bonds

- User fees or special taxes are pledged to bond repayment with no recourse to general revenue
- More limited repayment stream than a General Obligation or other general tax-supported security
- Dillon Rule limits what types of revenue may be pledged
- Trust indenture, bond covenants, reserve fund requirements
- Marginally more expensive cost of capital than General Obligation debt depending on rating

Revenue Bonds (continued)

- Typical uses include:
 - Situations where the borrower wants certain groups of users to pay, not the general populous
 - To capture extra-jurisdictional customers not otherwise subject to taxes (e.g. outside-city water customers); and,
 - Cases where having rates and charges driven by legal requirements, rather than be a part of general budget deliberations.
- If revenue stream is still “ramping up” or subject to project completion and future growth, may need a secondary pledge (e.g. General Obligation pledge or Moral Obligation backstop)



Moral Obligation Bonds

Moral Obligation Bonds

- A promise to pay (no collateral)
- Often used to backstop a weaker revenue bond, such as a start-up special tax district, or a utility credit that is reliant on future rate increases
- Mechanics are to replenish a debt service reserve fund if called upon
- Executive required to request appropriation, subject to legislative approval
- Be wary of giving the moral obligation too freely. If a locality does not honor a moral obligation, all of its other forms of credit may be jeopardized.



5. Matching the Provider to the Project/Security

- There are multiple financing vehicles available to Virginia local governments, including:
 - Local, Regional and National Banks;
 - Stand-Alone Public Bond Issues Using the Borrower's Own Credit;
 - State Sponsored Pool Programs such as the Virginia Resources Authority and Virginia Public School Authority (Schools only); and,
 - United States Department of Agriculture ("USDA") Rural Development.
- Each of these financing options has features that make them suitable for a range of project types, security pledges and localities.

Local, Regional and National Banks



Banks

- Tend to prefer General Obligation bonds
- Will fund well-collateralized leases
- Unless the system/project is well-established, it is more difficult to get revenue and moral obligation bonds funded with attractive rates and terms
- Competitive solicitation recommended
 - “When banks compete, you win”
- Flat rate – do not get the benefit of the traditional yield curve
 - Many banks not typically willing to commit to a fixed rate beyond 10-12 years

Banks (continued)

- If less than \$10 million, borrower gains the advantage of bank qualification (i.e. possibly lower rate)
- Prepayment provisions are usually more flexible than public markets
- Typically no ratings or public disclosure requirements
- Typically lower issuance costs than public markets

Stand-Alone Public Issue



Stand-Alone Public Issue

- Any of the security types previously discussed may be issued in this manner
- Requires a credit rating in order to achieve affordable market access
- For good credits, cost of capital can be among the lowest
- Generally not the best option for small localities without established credit ratings or for those who are “in the market” rarely
- Cost of issuance is higher, which suggests borrowing amount should be higher (> \$5 million)

Stand-Alone Public Issue (continued)

- On-going public disclosure requirements, including Official Statement and ongoing disclosure to public finance community
- Issuer benefits from maximum control over its debt portfolio
- Ability to maximize debt structuring alternatives that does not exist to the same extent with any other vehicle



State Sponsored Pool Programs (VRA, VPSA)

State Sponsored Pool Programs

- State pools have high credit ratings, which benefit participating localities
- Application process – not all security types fit these programs
- VRA Local Government Infrastructure program will take General Obligation pledge, lease revenue pledge or utility revenue pledge (sometimes requires a moral obligation backstop)
 - Less likely to fund raw land or start up economic development projects
- No ongoing public disclosure requirement (handled by VRA)

State Sponsored Pool Programs (continued)

- Ongoing administrative fee
- Pooled issuance allows for economies of scale and may be lower issuance costs than stand-alone
- Fairly flexible financing terms such as 30 year maturity and ability to fund interest during construction



USDA Rural Development

- Primarily water and wastewater utility projects, but also general government
- Relatively low interest rates, with tiered pricing based upon local wealth factors
- Up to 40 year terms
- Grant money sometimes available
- Keeps annual payment low, but total interest over the life of the loan is higher

USDA Rural Development (continued)

- Depending upon the project, extensive application and review procedures exist
- Often the longest process of all the financing vehicles mentioned from start of process to completion
- Loans close only after project completion
- Requires interim funding, typically with a bank

Timing and Details of Debt Issuance



- During the capital planning phase, the County should look to determine when to secure funding for future projects.
 - Funding should be in place prior to executing costly construction or equipment purchase contracts.
 - Funding can be in place generally three years prior to expending all funds (confirmation from Bond Counsel is needed to ensure tax compliance).
 - Some funding sources (VRA, for example) only lend funds two to three times per year so it is important to coordinate funding needs with VRA's timing.

- The County generally has some control over the length of the repayment structure of its borrowings.
 - Capital projects and equipment should not be financed longer than the useful life of the assets financed.
 - Longer repayment terms provide lower annual debt service payments, but greater total interest paid.
 - To the extent repayment sources are available, a shorter loan term can allow for lower overall interest cost and free up debt capacity in the future.
 - Davenport can work with County Staff to present options to the Board when needed.



Questions / Comments

Disclaimer



The U.S. Securities and Exchange Commission (the “SEC”) has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC (“Davenport”) has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

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AGENDA ITEM 9

Old Business

None

AGENDA ITEM 10.a.



King William County
Est. 1702

Board of Supervisors

Interim County Administrator
Steven G. Hudgins

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Stewart Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

DATE: February 22, 2021
TO: King William County Board of Supervisors
FROM: Steven G. Hudgins, Interim County Administrator
SUBJECT: Utilities Fee Schedule Update

REQUEST FOR ACTION

Revise County ordinance with the proposed updated fee schedule.

SUMMARY

The utilities fee schedule was last updated in 2015. Current fees include charges for the sewer system which are obsolete as the system and associated charges are controlled by Hampton Roads Sanitation District. Also, the current fee schedule does not include charges for such items as hydrant meter rentals and utility plan review. The proposed fee schedule will rectify these items. Usage rated charges and connection fees remain unchanged.

ATTACHMENTS

Ordinance 01-21

**KING WILLIAM COUNTY
PUBLIC HEARING NOTICE
UTILITY FEE INCREASES**

The Board of Supervisors of King William County, Virginia will hold a Public Hearing on Monday, February 22, 2021 at 7:00 p.m., or as soon thereafter as the public may be heard, in the Board Meeting Room of the County Administration Building, 180 Horse Landing Road, King William, Virginia to receive public comment and consider adoption on the following matter:

Ordinance 01-21: pursuant to the authority granted by VA Code §15.2-2119 and 15.2-2122 the King William County Board of Supervisors intends to amend the King William County Code, Chapter 78 *Utilities*, Sections 78-244 *Restoration of utility service* and 78-245 *Fee schedule* to provide for increased fees for certain water and sewer services. The Board shall consider adoption of the following fee and service charge increases as follows:

FACILITIES CHARGE SCHEDULES

Water Meter Size (in inches)	Water System Charge	Sewer System Charge
5/8	\$4,000.00	\$8,000.00
¾	\$5,250.00	\$11,630.00
1	\$8,750.00	\$19,380.00
1½	\$15,310.00	\$33,890.00
2	\$28,000.00	\$62,000.00
3	\$56,000.00	\$124,000.00
4	\$87,500.00	\$193,750.00
6	\$175,000.00	\$387,500.00

SERVICE RATE SCHEDULES

Water System

Minimum monthly charge: \$30.00 for 0 to 3,000 gallons

Over 3,000 gallons: \$6.00 per 1,000 gallons

Number of billings per year: 6

Number of gallons for minimum monthly charges: 0 to 3,000

~~*Sewer System*~~

~~Minimum monthly charge: \$28.50 for 0 to 3,000 gallons~~

~~Over 3,000 gallons: \$7.00 per 1,000 gallons~~

~~Number of billings per year: 6~~

~~Number of gallons for minimum monthly charge: 0 to 3,000~~

MISCELLANEOUS FEES

Hydrant Meter Rental

Deposit: \$1,000.00

Rental: \$50.00 per month plus applicable rated usage fees

Plan Review

Main line pipe installation plan review fee: \$2,200.00

Service plan review for new meter service only: \$150.00

The full ordinance may be viewed in the Office of the County Administrator at 180 Horse Landing Road, King William, VA, during regular business hours. If a member of the public cannot attend, comments may be submitted by mail to 180 Horse Landing Road, Suite 4, King William, VA 23086 or by email to deputclerk@kingwilliamcounty.us. Comments received by 12:00 noon on the day of the hearing will be distributed to Board members and made a part of the public record. All records pertaining to this matter may be viewed in the Office of Community Development at 180 Horse Landing Road, King William, VA, during regular business hours.

ORDINANCE 01-21

AN ORDINANCE TO AMEND CHAPTER 78 "UTILITIES" DIVISION 3 "UTILITY SERVICE TERMS AND PROCEDURES" AND ADOPT UTILITY FEE SCHEDULE CHANGES

WHEREAS, on October 25, 2010 King William County adopted Sec. 78-245 *Fee Schedule* which established facilities and minimum monthly charges for water and sewer service; and

WHEREAS, Hampton Roads Sanitation District (HRSD) operates the public sewer system within King William County; and

WHEREAS, certain fees pertaining to the operation of the sewer system are not charged by King William County but are controlled by HRSD; and

WHEREAS, the costs of providing certain utility services are not currently being charged as fees; and

WHEREAS, additional fees as adopted herein are found to be fair and reasonable by the Board to cover a portion of the cost of providing such services; and

WHEREAS the proposed increases have been advertised by the Board pursuant to §15.2-107 and a public hearing was conducted on February 22, 2021 on the proposed amendments; and

WHEREAS the Board believe it appropriate to amend Sec 78-245 as recommended by staff; and

WHEREAS the affected fee schedule shall be effective March 1, 2021.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County, Virginia, does this 22nd day of February, 2021 amends and re-enacts Sec. 78-245 to read as follows:

Sec. 78-245. - Fee schedule.

The following are the fee charge and service rate schedules:

FACILITIES CHARGE SCHEDULES

Water Meter Size (in inches)	Water System Charge	Sewer System Charge
5/8	\$4,000.00	\$8,000.00
¾	\$5,250.00	\$11,630.00

1	\$8,750.00	\$19,380.00
1½	\$15,310.00	\$33,890.00
2	\$28,000.00	\$62,000.00
3	\$56,000.00	\$124,000.00
4	\$87,500.00	\$193,750.00
6	\$175,000.00	\$387,500.00

37

38 SERVICE RATE SCHEDULES
39 Water System

40 Minimum monthly charge: \$30.00 for 0 to 3,000 gallons

41 Over 3,000 gallons: \$6.00 per 1,000 gallons

42 Number of billings per year: 6

43 Number of gallons for minimum monthly charges: 0 to 3,000

44 ~~Sewer System~~

45 ~~Minimum monthly charge: \$28.50 for 0 to 3,000 gallons~~

46 ~~Over 3,000 gallons: \$7.00 per 1,000 gallons~~

47 ~~Number of billings per year: 6~~

48 ~~Number of gallons for minimum monthly charge: 0 to 3,000~~

49

50 MISCELLANEOUS FEES

51 Hydrant Meter Rental

52 Deposit: \$1,000.00

53 Rental: \$50.00 per month plus applicable rated usage fees

54

55 Plan Review

56 Main line pipe installation plan review fee: \$2,200.00

57 Service plan review for new meter service only: \$150.00

58

AGENDA ITEM 10.b.



King William County
Est. 1702

Board of Supervisors

Natasha Joranlien
Director of Financial Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Steward Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

DATE: February 22, 2021

TO: King William County Board of Supervisors

FROM: Natasha Joranlien, Director of Financial Services

SUBJECT: Reappropriation of Unencumbered Capital Improvement Plan Balances at Fiscal Year-End (FY 2020)

Summary

Staff is requesting the Board to reappropriate a total of **\$633,462.42** from prior years Capital funds that remain unexpended. These unexpended funds from prior years will be appropriated in FY2021 to cover anticipated expenses as approved in prior year budgets – *See Attachment A*.

Background

The Capital Improvements Plan (CIP) is developed and presented for planning purposes each year as part of the annual budget process. The budget adoption and appropriation process only commit and establish authority to expend the funds for projects identified within the Capital Improvement Plan (CIP). The overall purpose of the Plan is to identify short to mid-range planning actions (up to 5 years) while documenting future capital needs as a financing guide.

Staff commits to the Board of Supervisors when preparing the annual budget, a review of CIP shall be conducted during the budgetary process and at end-of-year to determine the necessity for reappropriation of unencumbered CIP balances. Those balances which are determined to be unnecessary to maintain will be transferred to the originating funding source.

Consideration/Options

- Grant approval to reappropriate Capital Funds balance as designated in *Attachment A*.
- Approve Resolution 21-07 to amend the FY2021 Capital Fund budget in the amount not to exceed \$633,462.42.

180 Horse Landing Road #4 • King William, Virginia 23086

Phone: 804-769-4929 • Fax: 804-769-4964
www.kingwilliamcounty.us



King William County
Est. 1702

Board of Supervisors

Natasha Joranlien
Director of Financial Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Steward Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

Attachment

1. Attachment A
2. Resolution 21-07 Amendment to the King William County Fiscal Year 2021 Capital Fund Budget

180 Horse Landing Road #4 • King William, Virginia 23086

Phone: 804-769-4929 • Fax: 804-769-4964
www.kingwilliamcounty.us

KING WILLIAM COUNTY, VIRGINIA
NOTICE OF PUBLIC HEARING – BUDGET AMENDMENT FOR FISCAL YEAR 2021

Notice is hereby given that the Board of Supervisors of King William County, Virginia, will hold a public hearing, via Zoom, on Monday, February 22, 2021 at 7:00 p.m., or as soon thereafter as the hearing may be convened, to receive comments on amending the budget for fiscal year 2021. A brief synopsis of the budget amendment follows:

Total Budget Amendment: \$633,462.42 (not to exceed)

Transfer From: Capital Fund (310) FY2020 Prior Year Appropriation Balance

Transfer To: Capital Fund (310) FY2021 Current Year Appropriation

Budget Amendment is to move unexpended FY2020 Capital Fund appropriations to FY2021 Capital Fund balance.

All interested persons may appear and present their views at the above time and place. If a member of the public cannot attend, comments may be submitted by mail to 180 Horse Landing Road #4, King William, VA 23086; by fax to (804) 769-4964, or by email to deputyclerk@kingwilliamcounty.us. Comments received by 12:00 noon on the day of the hearing will be distributed to Board members and made a part of the public record. Anyone needing assistance or accommodation under the provisions of the Americans with Disabilities Act should contact the County Administrator's Office at (804) 769-4927 or deputyclerk@kingwilliamcounty.us.

ATTACHMENT A

6/30/20 CAPITAL FUNDS REAPPROPRIATION FY 2021

PROJECTS	BALANCE AS OF 6/30/2020	PURPOSES	ANTICIPATED USE IN FY2021
HISTORICAL COMPLEX REPAIRS AND MAINTENANCE	57,987.12	FY2019 - Grading/Historic Wall & Drainage; HVAC, etc.	57,987.12
INFRASTRUCTURE NEEDS	1,900,268.41	FY2020 Resolution 19-72 TWP Pavilion \$ 250,000/\$99,731.59 expensed in FY2020	150,268.41
FINANCIAL SOFTWARE	13,463.50	FY2020 Budget \$141,250.00- COUNTY Portion of new financial software/\$127,786.50 expensed in FY2020	13,463.50
FONTAINBLEAU WELL AND PUMP HOUSE	535,190.00	FY2019 - Potential new well, pump house and storage tank required	-
PARKS AND RECREATION	20,988.18	Security Gate at Park	20,988.18
INFORMATION TECHNOLOGY NEEDS	6,971.60	FY2020 - Available for software and/or hardware needs	6,971.60
MANGO HICK FIRE & RESCUE VOLUNTEER	60,000.00	FY2019 & FY2020 Equipment and/or supplies (\$30k each Fiscal Year)	60,000.00
HVAC REPLACEMENT	46,860.00	HVAC replacement schedule	46,860.00
GENERAL PROPERTIES	6,150.13	Deferred Maintenance on Properties	6,150.13
KWC FIRE SERVICES	45,773.48	FY2020 - Fire Hose and Nozzles & Fire Engine Repairs	45,773.48
BROADBAND INITIATIVE	225,000.00	FY2018 - Set aside for broadband needs	225,000.00
	\$ 2,918,652.42		\$ 633,462.42

"USE OF CAPITAL FUND BALANCE"

REQUEST BUDGET AMENDMENT IN FY2021 TO UTILIZE THE FUNDS FOR EXPENSES

**A review of CIP shall be conducted at year end to determine the necessity for reappropriated funds. Those which are determined to be unnecessary will be transferred to the originating fund source.*

RESOLUTION 21-07
REAPPROPRIATION TO THE KING WILLIAM COUNTY
FISCAL YEAR 2021 CAPITAL FUND BUDGET

WHEREAS, the King William County Board of Supervisors wishes to amend by reappropriating its Fiscal Year (FY) 2021 Capital Fund budget to reflect the use of unexpended project funds in the amount not to exceed \$633,462.42; and

WHEREAS, the King William County Board of Supervisors appropriated the original Capital Funds within prior fiscal years Capital Improvement Plan for specific projects; and

WHEREAS, the King William County Board of Supervisors wishes to reappropriate those Capital Funds for the original purposes authorized for expenditure; and

WHEREAS, the appropriated funds will be utilized as specified in *Attachment A* within the fiscal year 2021; and

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors that the FY2021 Budget is amended via the reappropriation to reflect an amount not to exceed \$633,462.42 within the Capital Fund for capital projects identified within *Attachment A*.

AGENDA ITEM 10.c.



King William County
Est. 1702

Board of Supervisors

Natasha Joranlien
Director of Financial Services

William L. Hodges, First District
Travis J. Moskalski, Second District
Stephen K. Greenwood, Third District
C. Steward Garber, Jr., Fourth District
Edwin H. Moren, Jr., Fifth District

DATE: February 22, 2021
TO: King William County Board of Supervisors
FROM: Natasha Joranlien, Director of Financial Services
SUBJECT: Fiscal Year 2022 Capital Needs

Included in this memo is a summary of Capital Needs for Fiscal Year 2022. This information is to inform the Board of Supervisors only. No action is needed from the Board.

Fire and Rescue

Fire and Rescue funded from General Fund (\$198,000)

- \$60,000 to fund Capital needs for West Point VFR and Mangohick VFR (\$30k each)
- \$78,000 to fund King William County Fire/EMS Safer Grand Project -Turn out gear
- \$30,000 to fund King William County Fire/EMS Brush Truck purchase (grant-County to match 10%)
- \$30,000 to fund King William County Fire/EMS Lifepacks & Lucas Devices (grant-County to match 50%)

Fire and Rescue funded from EMS Recovery Fund (\$150,000)

- \$42,595 to fund King William County Fire/EMS Lease purchase of Ambulance
- \$107,405 to fund King William County Fire/EMS Lease purchase of Fire Engine

Vehicle Replacement

Vehicle Replacement funded from General Fund (\$199,950)

- (3) Law Enforcement Cruisers to include up-fitting with equipment and (1) 4x4 Facilities vehicle

Radio Replacement

Radio Replacement from General Fund (\$230,000)

- Radio replacement using 7 year radio replacement cycle (46) radios/year x \$5,000 each
*\$230,000 requested FY22, FY23, and FY24

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Water Projects Identified in Master Utility Plan

Master Utility Plan needs to be funded by Utility Bond (\$6,761,328)

Parks and Recreation

Parks & Recreation needs funded from General Fund (\$123,000)

- \$100,000 to fund paving at 360 Complex
- \$8,000 to fund fencing around soccer field at 360 Complex
- \$15,000 to fund purchase of lawn mower for the Park Complex

Juvenile Building

Juvenile Building General Repairs to be funded from General Fund (\$300,000)

- \$150,000 to fund gutting and renovating the Building
- \$150,000 to fund purchase of Office trailer to relocate staff during renovation

Miscellaneous Capital Needs

- \$100,000 for HVAC replacements at facilities complexes
- \$250,000 for Station 1 Parking Lot Repairs and Signage
- \$12,000 to complete carpet replacement in Administration office
- \$50,000 for McAlister Building renovation to include flooring, windows, and painting
- \$30,000 for 360 Complex siding replacement
- \$175,000 for remaining building that need roof replacement: Courthouse, RAS, 360 Complex

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AGENDA ITEM 11.a.



King William County
January 2021 Building Report

PERMIT TYPE	NUMBER OF PERMITS	VALUE	FEE	STATE LEVY	PLAN REVIEW FEE	E & S INSP FEE	RE INSP FEE OTHER FEES	TOTAL FEES	YTD FEES
RESIDENTIAL									
Building Permits	19	1,696,850.00	7,040.00	140.80	3,700.00			10,880.80	
Electrical Permits	24	151,385.00	2,680.00	53.60	150.00			2,883.60	
Gas Permits	15	19,851.50	1,520.00	30.40				1,550.40	
Plumbing Permits	15	75,095.00	1,520.00	30.40				1,550.40	
Mechanical Permits	27	134,200.00	2,784.00	55.68				2,839.68	
Demolition									
Total Residential Permits	100	2,077,381.50	15,544.00	310.88	3,850.00	0.00	0.00	19,704.88	
COMMERCIAL									
Building Permits	8	419,745.06	1,200.00	24.00	320.00			1,544.00	
Electrical Permits	1	11,500.00	128.00	2.56				130.56	
Gas Permits									
Plumbing Permits									
Mechanical Permits									
Total Commercial Permits	9	431,245.06	1,328.00	26.56	320.00		0.00	1,674.56	
Land Disturbance Permits	12		1,810.00					1,810.00	
Commercial Land Disturbance Permits								0.00	
Sign	1	750.00	150.00	3.00					
Tenant Upfit Permit								0.00	
Total Misc. Permits	13	750.00	1,960.00	\$3.00				1,810.00	
PERMIT TOTALS	122	2,509,376.56	18,832.00	340.44	4,170.00	0.00	0.00	23,342.44	
NEW CONSTRUCTION PERMIT VALUE									
	MONTHLY	VALUE		YTD PERMIT	YTD VALUE				
Stick Built Home	11	1,406,080.00							
Manufactured Housing									
TOTAL	11	1,406,080.00							
Commercial/Industrial Buildings	8	16,500.00							
TOTAL NEW BULDINGS	19	1,422,580.00							
CERTIFICATE OF OCCUPANCY									
					AVERAGE BUILDING SIZE				
	MONTHLY	YTD PERMIT			New Dwelling		2,275		
Single Family Dwelling	19				Commercial Buildings				
Commercial	1								
TOTAL CO'S	20								
INSPECTIONS									
	MONTHLY	YTD INSP		SCHOOL OR COUNTY PROJECTS			YTD		
Building Inspections	340			Residential Fees					
Stop Work Order	1			Commercial Fees			\$5,850.00	5 KW Tower Locates	
Zoning Inspections	48								
TOTAL INSPECTIONS	389			Total Waived Fees			\$5,850.00		

Regional Animal Shelter

Animal Activities Report

January 2021

Dogs Received	Stray		Seized		Bite Cases		Surrendered		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
KW Animal Control	7	7	0	0	0	0	0	0	0	0	7	7
K & Q Animal Control	3	3	1	1	2	2	0	0	0	0	6	6
King William Citizens	4	4	0	0	0	0	2	2	0	0	6	6
King & Queen Citizens	6	6	0	0	0	0	0	0	0	0	6	6
Trans in from Releasing Agency	0	0	0	0	0	0	0	0	0	0	0	0
Totals	20	20	1	1	2	2	2	2	0	0	25	25
Disposition (Dogs)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
	10	10	1	1	13	13	1	1	0	0	25	25
Cats Received	Stray		Seized		Bite Cases		Surrendered		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
KW Animal Control	1	1	0	0	0	0	0	0	0	0	1	1
K & Q Animal Control	0	0	0	0	0	0	14	14	0	0	14	14
King William Citizens	2	2	0	0	0	0	0	0	0	0	2	2
King & Queen Citizens	0	0	0	0	0	0	1	1	0	0	1	1
Trans in from Releasing Agency	0	0	0	0	0	0	0	0	0	0	0	0
Totals	3	3	0	0	0	0	15	15	0	0	18	18
Disposition (Cats)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
	0	0	1	1	17	17	0	0	0	0	18	18
Feral Cats	Other Species Handled		Other Species Handled		Other Species Handled		Other Species Handled		Other Species Handled		Other Species Handled	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
	0	0										
Other Received Explanation	Other Received Explanation		Other Received Explanation		Other Received Explanation		Other Received Explanation		Other Received Explanation		Other Received Explanation	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Other Disposition Explanation	Other Disposition Explanation		Other Disposition Explanation		Other Disposition Explanation		Other Disposition Explanation		Other Disposition Explanation		Other Disposition Explanation	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Animals On Hand	2/1/21											
Dogs	8		6		Other Species	0						



King William County
Est. 1702



Kayla Huffman, Parks and Recreation Manager

Parks and Recreation Report January 25th, 2021

○ Programs Report

- Yoga classes began on January 5th, on Tuesday and Thursday for 6 weeks from 6:30-7:30 pm at the Rec Center. This class is limited to 5 participants and has 4 people currently registered at \$96 per person. Erika McCurry, the instructor, receives 80% of the fees and P&R keeps the other 20%.
- On January 16th, we held our first art class at the Community Center taught by Tina Oberg. The children's class took place from 1:30-2:30 for \$20 and had 7 participants. The adult class took place from 3:00-5:00 for \$32 and had 5 participants. Both classes were limited to 8 participants to stay under the 10-person maximum on social gatherings to include the instructor and part-time staff that does check in. The instructor receives 80% of the fees and P&R keeps the other 20%.
- Dog Training picked back up at the community center on January 12th for six weeks. The Advanced class takes place from 6:00-7:00 pm and has 1 participant and the beginner class from 7:10-8:10 pm with 6 participants. Both classes were capped at 6 participants at \$80 per person. Ashley Yanez, the instructor, receives 80% of the fees and P&R keeps the other 20% .
- Additional dog training classes began on January 15th for 3 weeks with a Tricks class from 6:00-7:00 pm with 1 registration and Agility Class from 7:10-8:10 pm, this class had no registrations. All dog training classes are limited to 6 participants.
- Pokémon Club began on January 21st, every Thursday from 6:00-7:00 pm for 6 weeks. This is capped at 8 participants and filled at \$25 per person.
- February 6th we will host another art class with Tina Oberg that will be Valentine's themed. The first class will be a paint with a buddy class for \$38 and the second will be a more advanced class for \$32. Both classes are capped at 8 participants.
- The next Yoga session will begin on February 16th with the same schedule and pricing. Erika is working on the details to offer a second class. These classes are still capped at 5 participants.

○ Community Center Report

- The parking lot resurfacing is complete and should be getting lines painted in the next few weeks.
- We are limiting 10 people into the community center at a time and requiring mask to be worn at all times.

7890 Richmond Tappahannock Highway, Aylett, Virginia 23009

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Fredericksburg

King William County Board of Supervisors January 2021 VDOT Transportation Briefing

Construction Projects Completed

Route 30 over Pamunkey River – Eltham Bridge Conduit Repair completed

Construction Projects Underway

UPC 109466 – Route 30 and 360 Intersection Improvements, planned completion April 2021.
UPC 116636 -Eltham Bridge Inspections Project underway: Crews have begun installation of single lane closures over the bridge for storage, equipment and work areas associated with the inspections project. Traffic flow will be maintained at all times during the inspections, and once complete the operation will move to the Lord Delaware Bridge later this year. The purpose of the project is to identify specific areas for any needed future rehabilitation efforts. Maritime traffic will be accommodated throughout, as will normal maintenance activities such as snow and debris removal, and routine maintenance openings. Both bridges remain unrestricted during the inspections.

Construction Projects

Upcoming Unpaved Road Projects on Secondary Six Year Plan:

As a reminder the board prioritized seven roads on the six-year plan, they are listed in priority order below.

Route 608 Hazelwood Road – UPC 110089 – December 2022

Route 637 White Oak Landing Road – UPC 114817 – March 2022

Route 634 Kentucky Road – UPC 114818 – March 2023

Route 633 Sandy Point Road – UPC 114819 – March 2024

Route 617 W. Spring Forest Road – UPC 115626 – March 2024

Route 624 Trimmers Shop Road – UPC 114820 – March 2024

Route 621 Green Level Road – UPC 115628 – March 2025

Supervisor Requests

None

Construction Projects Next 24 Months

UPC 106179 – Route 600 Turn lane addition at Route 360, planned start Spring 2021 – STP funds

UPC 117197 – Route 662 Sharon Road pipe replacement, anticipation of winter advertisement for bids.

Traffic Engineering Requests

Under Review: Route 652 Mahixon Road - study complete awaiting final approval for the posting and signage installation. Route 652 is currently unposted, but will be posted at less than the existing unposted Statutory 55 mph.

Bridge Projects Underway

Route 608 over Dorrell Creek – Culvert Replacement under construction

Bridge Projects next 24 Months

None

Maintenance Operation Highlights

Completed Projects

- Routes 604, 608 and 609, 608 Contractor Ditching
- Route 30 & 33 DI Cleaning
- Routes 30, 360, 608, 614, 615, 626, 632, 646 and 1220 Shoulder Repair
- Routes 30 & 33 Sweeping
- Boom axing countywide
- Daylight Signs countywide
- Pipe Washing countywide
- Unpaved road maintenance countywide
- Patch potholes countywide

Upcoming Projects

- Brush Cutting Guardrails
- Routes 620 and 658 Boom Axing
- Route 609 Shoulder Repair
- Routes 641 and 1135 Ditching
- Sign Repairs/Daylighting signs countywide
- Unpaved Road maintenance throughout the county
- Continue to patch potholes Countywide

Land Use Highlights

- Site Plan reviews completed: 2
- Subdivision reviews completed: 0
- Average number of days per review: 7
- Number of permits issued: 5
- Number of permits completed: 1

Contact for questions or concerns:

Joyce M. McGowan

Residency Administrator

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Ron Peaks

Assistant Residency Administrator

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ronald.peaks@vdot.virginia.gov

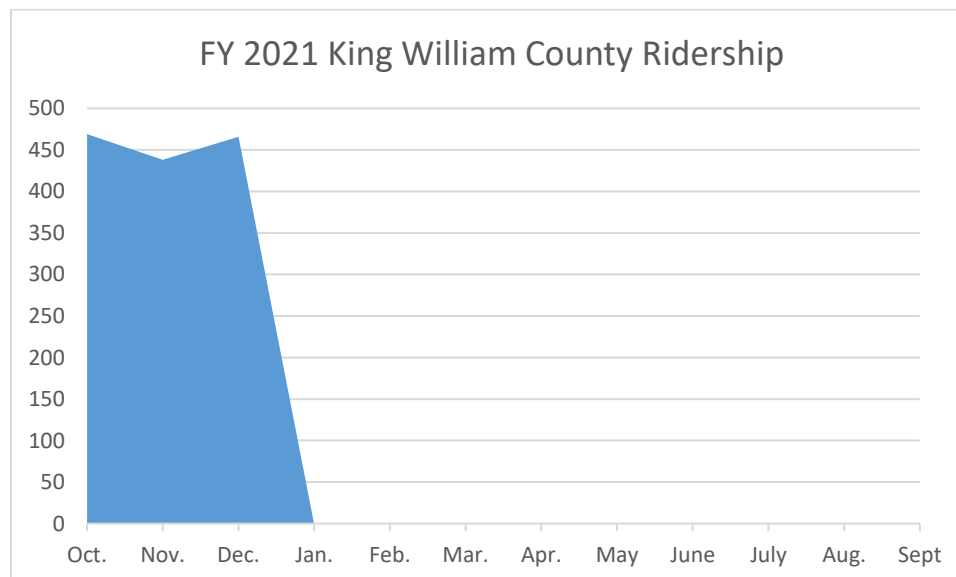
**VIRGINIA IS FOR LO♥ERS,
NO LITTER**



Bay Transit Quarterly Report – King William County

January 28, 2021

FY2021(10/1/2020 – 9/31/2021)	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Totals
DSS	0	0	0										0
Work	301	283	305										889
Education	0	0	0										0
Health	82	98	83										263
Legal	0	0	0										0
Retail	86	57	78										221
ALC	0	0	0										0
Totals	469	438	466	0	0	0	0	0	0	0	0	0	1373
Non-Accommodations	8	10	3										21
New Freedom	25	28	22										75
No Shows	25	13	8										46



First Quarter (10/1/2020 – 12/31/2020) Analysis and Activity:

- From October through December, ridership decreased slightly by 0.6% (-3 rides).
- FY 2021 rides are averaging 458 per month versus an average of 426 rides per month in FY 2020, an improvement of 7.5%.

HEALTH • HOUSING • TRANSPORTATION

Promotional Efforts and Earned Media:

- “Bay Transit wins Virginia Transit Association award” story ran in the December 3rd issue of the *Gloucester-Mathews Gazette-Journal* as well as many other local newspapers across the region.
- “Bay Transit Driver Phyllis Smith to Retire” appeared in the December 16th and 17th issues of local newspapers across the region.
- Sponsored the West Point Chamber of Commerce’s ‘Christmas on the Town’ festivities.
- Distributed holiday shopping flyers promoting free rides on Bay Transit to income-restricted/senior apartments throughout King William County.



Bay Transit received the Virginia Transit Association’s “2020 Outstanding Community Program Award” for partnering with Rappahannock Community College to improve educational access for RCC students.

Board Notes

December '20—
January 2021

Program activities shown in this publication reflect the Bay Aging strategic plan and indicates staff is meeting their program's strategic goals.

In the spirit of advocacy, please share Board Notes with Boards of Supervisors, the community, civic groups and others who are interested in community affairs.

Kathy E. Vesley
President / CEO



Santa surprised Bonnie Goldsby with an armful of gifts!

Ms. Goldsby was thankful and pleased that she was thought of in such a special way.

ADMINISTRATION

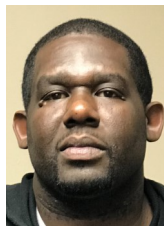
- **2020 Bay Aging Leadership Institute Graduation** was held on

Wednesday, December 16 with 18 graduates representing all divisions within Bay Aging. Using *John Maxwell's curriculum, Learning The 21 Indispensable Qualities of a Leader*, students were well on their way to putting lessons learned into practice. "Graduates have demonstrated incredible growth and confidence that will help lead the Board's vision to build a comprehensive care system to support people to live in their homes and communities for as long as possible," said Bay Aging President and CEO Kathy Vesley. See more graduate photos on page 12! Congratulations to Bay Aging's first Leadership Institute students! On February 17, 2021, the Board of Directors and President/CEO Kathy Vesley and MaDena DuChemin, HR Manager, will welcome the second group of students to the Bay Aging Leadership Institute.



Deputy Chief Financial Officer Bill Smith congratulates Cody Kohel, 202 Fiscal Administrator.

Other Leadership Graduates:



Collin Brown, Health Screener (left) and Kristin Poulin, Options Counselor (right)

...more on page 12

Over the past 18 months, Tinsley Goad, CFO, has led a number of special projects, positioning Bay Aging for growth and sustainability:

- Managed the financing and construction of the Urbanna Professional Center purchase and renovations. This 18-month project included securing and managing interim financing, reporting to USDA Rural Development, and managing space requirements and logistics for personnel during the renovations.
- Procured and directed the implementation of new cloud-based software platforms, replacing Bay Aging's 20-year-old legacy payroll and accounting systems.
- Submitted a successful \$1.265M PPP loan application in early April which helped fund payroll and other relevant expenses during the height of the pandemic lockdown. He is currently in the process of filing the forgiveness application for these funds.
- Tinsley is heading up a presentation on leveraging funding for development which is under consideration by the National Association for Area Agencies on Aging for its 2021 national conference.

ADMINISTRATION continued

Human Resources

- Bay Aging is recruiting 24/7 and hiring is in full swing for multiple divisions. Bay Aging hired 97 employees in 2020. It was a very busy year.
- Beginning January 2021, the Bay Aging Leadership Team will review policies during each weekly Team meeting.
 - On January 6, the Team reviewed 3.1 Open Door Policy, 3.2 Whistleblower Policy, 3.3 Equal Employment Opportunity, 3.3 a. Non-Discrimination, and 3.3 b. Americans with Disabilities Act and Americans with Disabilities Act Amendment Act.
 - On January 13, the Team reviewed 3.c Harassment; 3.d Complaint Procedure; and 3.e. Compliance
- Bay Aging is working with Three Rivers Health District's COVID19 vaccination program. Staff have weekly calls with the District and are gathering information for identified positions that meet criteria for 1.a/1.b for vaccine distribution. Of those employees in these positions, staff is confirming whether or not they want the vaccine. Three Rivers has contacted Bay Aging to plan/schedule vaccine delivery.
- Retirement Plan Benefit Information Meetings are scheduled at multiple sites in January 2021. Bay Aging will be offering these each quarter for employees to learn more about their benefit. Meetings include a Zoom portion for employees plus an opportunity to meet one-on-one with a representative at four different locations. Bay Aging began offering these information meetings in October 2020.
- The employee survey summary report for the Succession Planning Project is in the final design phase. Staff is working with The Spark Mill consultants on the next steps in the design of the succession plan.

Urbanna Professional Center

- Staff received an update from Bay Design Group concerning the delays in plan reviews for sewer upgrades through the Hampton Roads Sanitary District (HRSD). The delays are due to Malware issues with HRSD computer systems and were shut down during the holidays and remain so at this writing.

HEALTH

Home Care

- Currently the Home Care Department is serving approximately 100 clients weekly. Staff were provided personal protective equipment. They complete a COVID 19 screening tool prior to entering the homes of clients to ensure and promote safety. Veteran referrals have continued despite the COVID 19 pandemic. Staff is providing in home care to 25 veterans in the Middle Peninsula and Northern Neck.
- The Gloucester Adult Day Care center is experiencing increasing attendance with 13 people attending on a regular basis. Jordan Heaton, Director, is taking an active lead in growing the center and attracting new participants. Unfortunately, the Essex Adult Day Break closed on December 31, 2020.

Care Coordination—National Committee for Quality Assurance (NCQA)

- Bay Aging completed all documented processes as required for National Committee for Quality Assurance (NCQA) accreditation and implemented the newly developed Care Coordination program.
 - NCQA, a nationally recognized committee, works to improve health care quality through the administration of evidence-based standards, measures, programs, and accreditation. Bay Aging staff worked to integrate community living programs to include options counseling, meals, and home care, and developed a comprehensive program to meet the needs of our community as well as achieve accreditation to solidify Bay Aging's reputation with health systems and health plans on a state and national level. The program officially launched on December 29, 2020 and Bay Aging's accreditation survey is scheduled for June 29, 2021.

Health continued

Home Care—Care Coordination continued

- Bay Aging continues to partner with a Commonwealth Coordinated Care Plus (CCC Plus) Managed Care Organization to provide health screenings to members who have enrolled in Virginia's Medicaid expansion program and have completed over 60,000 outreaches and health screenings.

Virginia Insurance Counseling and Assistance Program—VICAP

- VICAP program staff and volunteers completed the hectic Medicare Annual Enrollment period of October 15 through December 7, 2020 during a pandemic! COVID19 presented numerous, never before encountered logistical challenges however staff creatively met them to provide 275 individual analyses for clients to help them in comparing Medicare Drug Plans and Medicare Advantage plans. In switching plans, clients saved over \$400,000! During the months of September through December 2020 the program had 1,051 client contacts with questions and requests for assistance to resolve problems. Although staff was not able to go out into the community for presentations, they were able to develop and provide five Zoom presentations.

"Thank you so much for your help. I just changed RX plans and will be saving myself \$913.20 next year. I am just so excited and grateful for VICAP and am sharing this information with friends."

Long-Term Care Ombudsman

- Long-term Care Ombudsman program staff Carol Turner, Willie Alston and Lisa Walker attended the virtual National Consumer Voice for Quality Long-Term Care. Staff had the opportunity to hear from national speakers on the ever changing policy guidance and dealing with COVID19 in Long Term Care communities. Staff also heard from advocates on what is happening across the country.

VAAACares®

- VAAACares® Care Transitions Managed Care Program enrolled 2,835 members in the period January—December 2020.
- The new Medication Reconciliation Program (MRP) is off to a good start. MRP improves medication review and management reconciliation documentation needed to meet the Centers for Medicare and Medicaid Services, Department of Medical Assistance Services and Managed Care Organization requirements. Bay Aging is providing Registered Nurse review and discrepancy resolution for additional reimbursement. MRP expands and extends the current contract to include new Medicare Advantage members as well as the current dual special needs population. The potential patient population is estimated at 17,000 members across Virginia.
- Bay Aging and Bay Rivers Telehealth (BRTA) Alliance seize opportunities to deliver telehealth services to Bay Aging clients in the service area. Telehealth equipment was delivered to Bay Aging where employees trained to facilitate medical appointments with video consults, clinical exams, transmit patient input and biometrics between Bay Aging clients and their primary care physicians. Still in the development phase, the project will soon be in full operation. Kathy Vesley was recently elected Vice Chair of BRTA
- Health Coaches continue to work remotely from home. Because of the up-tick in new COVID19 cases, most hospitals suspended visitation and Health Coaches are not allowed into hospitals. Suspension is anticipated to last through the end of April. In the meantime, Coaches maintain connections with patients with telephonic visits. The same scenario is taking place at Valley Healthcare Winchester Memorial Medical Center with the exception of the Coach also assisting hospital Case Management with follow-up phone calls for all COVID patients discharging from the hospital.



Health continued

Community Living

- During November and December 2020, Options Counseling staff in the Montross office processed 130 intake requests for services.
- A grateful thank-you from a meals client—
 - "This program has been a lifesaver for me. I'm 80+ and since COVID I have had to stay put in my home and rely on the folks in Mathews County to look after me."
- Bay Aging participated in the Meals on Wheels of America Messages of Love initiative. Hundreds of handmade cards and personalized notes were delivered to homebound older adults in December. At right are some of the beautiful cards received by older adults in Bay Aging's Meals on Wheels program.



Veteran Directed Care

- 262 veterans enrolled as of December 31, 2020
 - 248—Richmond Veterans Administration Medical Center (VAMC); 8—Hampton VAMC and 6—East Orange, New Jersey.
- Staff processed over \$7 million dollars in wages for Veteran Directed Care employees in 2020.
- The program continues to receive FY2021 authorizations from the Veterans Administration Medical Centers. Staff requested assistance from The Lewin Group to finalize the process.
- Two new fiscal assistants were added to the team—Susan Smith and Sheryl Lancaster. Brooklyn Jarratt, a long time and integral part of the Veteran Directed Care team, left Bay Aging for another opportunity. The Veteran Directed Care team wishes her the best!

Dementia Friendly Middle Peninsula and Northern Neck

- In keeping with the Board of Director's strategic plan and goals, staff developed the first of several presentations designed to help all Bay Aging staff learn how to communicate well with people living with Alzheimer's disease and other related dementias and their caregivers. The first presentation will focus on the role of health services workers.



ROLE OF HEALTH SERVICES WORKERS

Health professionals play a key supportive role for people with dementia and their care partners.

Health professionals can educate patients about dementia and connect people with the disease and their care partners with community resources that promote quality of life.

Dementia champions in health services, along with system-wide practices for dementia can advance a community's efforts to be supportive of everyone touched by the disease.



HELPING NEIGHBORS!

- The last meal delivery was December 3, 2020 to 428 Middle Peninsula participants and 399 Northern Neck participants.
- A total of 52,962 meals were delivered between March and December 2020 through Helping Neighbors!
- Helping Neighbors recruited 75 volunteers to deliver meals from March through December 2020. Some are continuing to volunteer by delivering Meals on Wheels.
- Sixteen restaurants partnered with Bay Aging to provide warm meals twice a week for nine months!
- Since March, Helping Neighbors matched 31 people with volunteers for grocery pick-up while 22 people were matched with volunteers for pharmacy pick-up.
- Many Helping Neighbors volunteers delivered holiday stockings and extra gifts to the participants. Some volunteers even delivered groceries and dinners to those without family in the area!
- Volunteers also participated in the *Be a Santa to a Senior* program and also bought supplies to donate to Bay Aging to pass on to seniors in need.
- Even though the Helping Neighbors program ended, several volunteers plan on staying in touch with the participants to continue helping to pick up groceries and other necessities during the winter months.
- Segar's Event Center in Essex County is now providing meals to 8 people who live close to their restaurant twice a month and three volunteers agreed to help deliver the meals on Sunday evenings.
- Denson's Farm to Table restaurant in Colonial Beach is giving meals to people who need them when the restaurant has food left over ,and again, volunteers will deliver.

Thank you emails from volunteers, restaurants and participants ...

"I finished up my route today, in the dark, and thought about this past bunch of months. I have had the pleasure of delivering meals from the very beginning. Rain, wind, heat, cold, sun, flooded roads, dark and light. Today was bittersweet. One of my recipients (also from the very beginning) stood at his door and watched me drive away as we both waved. One recipient gave me a card. A couple of others said that they would miss seeing me (us) and that they enjoyed our smiles. It's likely a couple of them have died, as they were in fragile health at the beginning. Thanks to everyone involved. This has been a wonderful experience for so many reasons. Merry Christmas to all, and please stay safe and healthy."

"I just wanted to thank you again for the opportunity to provide meals to the elderly in the community. We enjoyed doing it and were happy to have a different way to get our food out into the community. We received some very nice feedback and even received some Christmas cards! This opportunity was also very helpful to us during these difficult times. Thank you for choosing us and making us a part of this. We appreciate it very much! Robin and Staff at Wild Horse Café."

*Wishing you a healthy
and happy holiday season*
Lauren -
*Thanks for the opportunity
to bring a little joy to so many*

*The phrase is simple
and the words are few,
but behind them
is a whole lot
of appreciation.*
*Thanks for the
wonderful meals.*

COMMUNITY ACTION

- From November 2 through December 30, 2020, \$6,244.77 in Emergency Services helped 16 families (31 children that includes 1 grandfather raising 1 grandchild).
 - Temporary Assistance to Needy Families (TANF) helped seven families with rent and one family with utilities; one family was homeless.
 - Community Service Block Grant Supplemental Funds were used to help six families impacted by job losses due to COVID19. One mother is raising six children. Needs ranged from heating oil to electricity, rent, and transportation. One family was temporarily homeless due to the father acquiring another job in a new location.
 - Neighborhood Assistance Program funds helped an older couple with their electric bill.
- Bay Aging entered into a \$15,000 service contract with the Boys and Girls Clubs of the Virginia Peninsula's Gloucester center to purchase STEM kits and to support the Club Academy that helps students stay current in their studies.
- In the hopper, is a Community Service Block Grant Supplemental Funds service contract with the Rural Infant Children Services (RISP) program. RISP provides developmental, occupational, physical and speech therapy for infants and children in the Northern Neck and Middle Peninsula. RISP families live with low incomes and could not otherwise afford these needed therapeutic services for their children.
- Bay Aging is meeting all 58 organizational standards as prescribed by state and national community action guidelines.



DEVELOPMENT

- Bay Transit and Home Care promoted their services in the December 2020 edition of the Gloucester County Chamber of Commerce online newsletter.

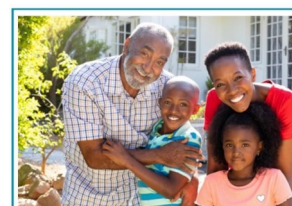


Holiday Shoppers! Free Rides on Bay Transit

Enjoy Gloucester's Holiday festivities and shopping by getting around your community with free rides on Bay Transit.

- | | |
|--|---|
| <ul style="list-style-type: none"> ✓ All rides are FREE ✓ The hiveXpress and Courthouse Circulator, Gloucester's fixed route services operate from 8 AM to 4 PM, Monday–Friday ✓ Call the Bay Transit Ride Line at 877-869-6046 | <p>Bay Transit Buses Are Safe</p> <ul style="list-style-type: none"> ✓ Plexiglass shield surrounds the driver's seat ✓ Cordoned off seats and limiting the number of riders for social distancing ✓ Daily cleaning and disinfecting of all buses ✓ All drivers and riders are required to wear face masks ✓ Free hand sanitizer and face masks for any rider who needs them |
|--|---|

Bay Transit is a division of Bay Aging.
Bay Aging is an Area Agency on Aging serving residents on the Middle Peninsula and Northern Neck.
Information for services available through 800-493-0238 and www.bayaging.org.



BECAUSE YOU WANT TO LIVE YOUR BEST LIFE

Bay Aging wants you to live your best life!

Making good decisions today will ensure your ability to enjoy yourselves and your family for many years to come.

Bay Aging offers top quality health services and customized care services to meet your needs today and into the future.

"My parents recently moved to the area to be closer to me and my family. In the past few years I've interfaced with a lot of services. The difference in terms of the level of care and service is extraordinary. You are a cut above. It's comforting and nice to know there are folks out there dedicated to what they are doing."

See and learn for yourself how Bay Aging can make a difference in your life.

Call 888.758.2396 for a free consultation or to place an online request for information and service:
www.bayaging.org

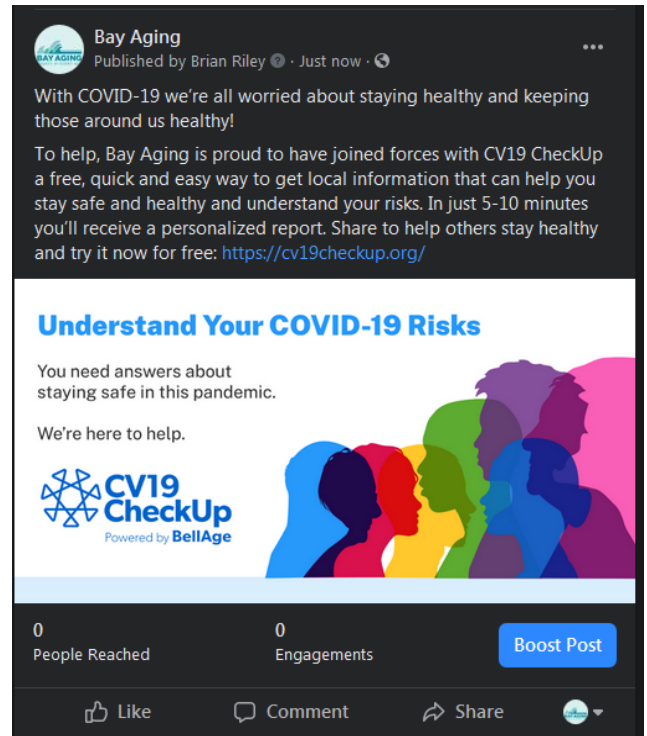


Established in 1978, Bay Aging is a nonprofit 501(c)(3) organization delivering health, housing and transportation services in the Middle Peninsula and Northern Neck.

DEVELOPMENT continued

Development

- Promoting donor opportunities and life saving information on Facebook. Bay Aging uses Facebook a lot to inform, educate and promote aging in place. If you subscribe to Facebook—1) friend Bay Aging; and 2) share with your other Facebook friends and family! We never know, **sharing may reach someone who desperately needs the services that Bay Aging delivers.** Below are two recent posts:



- Numerous articles were submitted to local newspapers that cover an array of topics presented to the readership including CV19 CheckUP online tool to evaluate risk levels associated with COVID19, Bay Transit staff retirement, a letter to the editor submitted by Board Directors, and more.
- In addition to promoting Home Care services to the Gloucester Chamber of Commerce, the service was also promoted through chambers of commerce in Colonial Beach, Lancaster, Northumberland, Warsaw-Richmond and West Point.
- Pictured at right, Marion Warburton and her daughter, represented the membership of James River Baptist Church who wanted to spread holiday cheer by helping local older adults in need of toiletries, clothing, handbags and other items. The church members also added holiday cards to make the season a little brighter for older adults. Stephanie Hutton accepted the thoughtful gifts and cards on behalf of Bay Aging.
- Single Family Housing placed a request for some Neighborhood Assistance Tax Credit program funds (NAP) for an elderly woman in King and Queen County. The funds, \$650, was added to the \$4,000 estimate to install a ramp. NAP funds gives the Emergency Home Repair program a funding boost to not only install ramps, but also to repair roofs, install new flooring, wire and plumb in new heating and ventilation system and more. This year NAP funds are also being used to assist older adults with rent and utility payments.



HOUSING

Single Family Housing

- Bay Aging completed Weatherization on two homes during the months of November and December 2020 with Bay Aging's Department of Energy and LIHEAP Weatherization Programs. These homes are located in Gloucester and Northumberland Counties. The homes have been weatherized using COVID-19 Safety Protocols that assure, to the maximum extent possible, the safety of both the Weatherization crew and the residents.
- Work continued in December 2020 on one Indoor Plumbing Rehabilitation (IPR) Home. The home is a substantial reconstruction located in Gloucester County.
- Work is in progress on the last two homes for the Essex/Tappahannock Tornado Recovery CDBG project. Work on these two homes is carried out by Chesapeake Bay Housing, Inc. under a contract with Essex County. Both of these homes are substantial reconstructions.
- Bay Aging entered into a Memorandum of Understanding with Gloucester County to use approximately \$49,000 in Gloucester County Program Income Funds to carry out Single Family Housing Repairs for low to moderate income Gloucester County residents.

Multi-Family Housing

- Mark Chandler, Darrell Norris and William "Ricky" Stevens began working full-time on January 4, 2021 as Facilities Maintenance Technicians under Bay Aging's new facilities maintenance department managed by Teddy Pait. Maintenance oversight involves all Bay Aging owned and operated properties, including Bay Aging Apartments, Bay Transit Gloucester and Warsaw operation centers, Gloucester Adult Day Care and Urbanna Professional Center. Mark and Ricky were previously contract maintenance contractors for Bay Aging Apartments and Darrell has been working in the Bay Aging Weatherization Program since 2009. We congratulate them on their new employment positions.
- CBS Sunday Morning featured Virginia's housing crisis on December 6, 2020. The video, which aired nationwide, showed a story of a Gloucester County family who was in the midst of a court eviction due to non-payment and lease violations. A recently separated single mother with three children fell behind on their rent when she was laid off from a fast-food restaurant. When Bay Aging heard of the situation, staff quickly reacted to perform conflict mediation with the landlord and use Rent and Mortgage Relief Program (RMRP) funds to support unpaid rent. This positive outcome was showcased in a follow up Gloucester Mathews Gazette article. CBS Sunday Morning video link:
<https://www.cbsnews.com/news/covid-and-the-looming-eviction-crisis/?ftag=CNM-00-10aab6i&linkId=106417823&fbclid=IwAR3SmXncZyX9KREzfxNgaF5SjzLtsh2MoCoHld8CUt7sVGNgwG7EvB6zydA>
- Bay Aging was awarded a \$225,000 Jessie Ball DuPont Fund grant to support increased housing services to vulnerable populations. Activities include case management, racial equity analyses, enhanced coordination with community partners, and increased outreach. The grant will taper over three years and complement the existing homeless solutions programs that Bay Aging has administered since 2016. The grant will fund two new full-time positions, a Community Coordinator and Housing Case Manager, that are currently under recruitment.

Rent and Mortgage Relief Program Thank You's from Landlords and Tenants

"Thank you Bay Aging, and to you Megan Jackson for your help and prompt communication in this matter."

"I'm crying right now. You have no idea what you and the company have done for my family. A lot more than you will ever know. You all at Bay Aging have kept my family together. No words can express how I truly feel about the help you all have given. Thank you."

"Thank you so much for all your help! This is such a blessing! My daughter has been in and out of the hospital and this relieves so much stress for me. I am super grateful!"

HOUSING continued

Multi-Family Housing

- Photo update of Daffodil Gardens II property.



Retention Pond



Earth Moving—Site Work



Entrance



Construction Sign

BE A SANTA TO A SENIOR



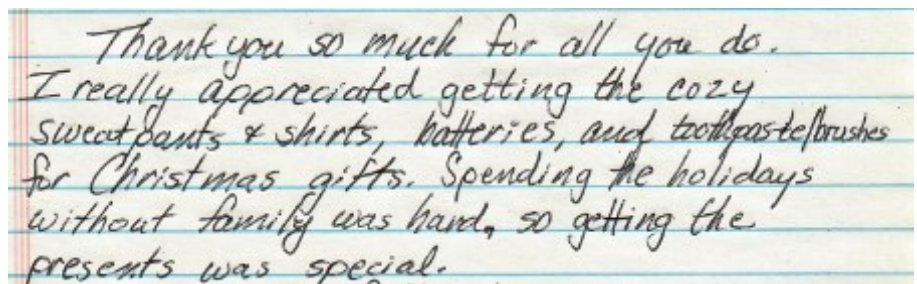
Left to Right: Middlesex Active Lifestyle Center participants Diane Franck, Lucinda Harris, and Elmore Hodges

Over 800 gifts were distributed to 184 low- or no-income seniors across the Middle Peninsula and Northern Neck through the Be a Santa to a Senior Program. Bay Aging has been participating in this program through a partnership with Home Instead Senior Care since 2018. In response to anti-spread measures, this year's program was fully online. Community members could sign up with Home Instead or log on to www.BeASantaToASenior.com and select a senior's virtual bulb. All gifts were purchased from Amazon and shipped directly to the seniors' homes or Active Lifestyle Center for minimal risk of exposure.

The cheer didn't stop there! Home Instead was overwhelmed with community members who wanted to "Be a Santa" that not only did they fulfill all the wish lists, but a separate list was set up to help fill Bay Aging's stock room with necessities to be distributed to clients in need throughout the year.



Supplies donated by community Santas for low/no-income seniors include: lotion, soap, box fans, mouthwash, toothbrushes and toothpaste, masks, toilet paper, tissues, paper towels, and more!



Happy Holidays!

Wednesday, December 23, 2020, was *Tacky Holiday Sweater Day* at Bay Aging. Staff enjoyed helping spread holiday cheer among their coworkers at UPC-B.



Left to right: Frances Thurston, Gentry Busic and Cathey Eades.

TRANSPORTATION

Bay Transit

- Bay Transit was the recipient of the Virginia Transit Association's *Outstanding Community Program* award for its partnership with Rappahannock Community College (RCC) to eliminate fares for students riding to and from RCC's four campus locations on Bay Transit. Bay Transit is hopeful that this valuable service will continue when campuses return to in-person classes.
- Bay Transit was awarded a three-year \$250,000 grant from the Department of Rail and Public Transportation (DRPT) for renovations and repairs to the Northern Neck Regional Transit Facility in Warsaw: FY21-\$100,000; FY22-\$100,000; and FY23-\$50,000.
- Bay Transit has taken delivery of six new transit vehicles to replace vehicles that have met their useful life. Two more propane fueled vehicles will be delivered in January 2020.
- The spike in COVID19 cases in the region has stretched Bay Transit staff thereby creating challenges to delivering transit services. As always, dedicated Bay Transit drivers and dispatchers rise up and continue to provide expert transportation services essential to communities and their residents.
- All ridership information is included on the "Dashboard" page.

A Note of Thanks ~

Good morning Mr. Pollock,

My name is ... and I am a resident of Port Town Village in Urbanna. I had my first experience involving Bay Transit (other than the trolley) today.

I had a medical test at Rappahannock General Hospital and had to leave here quite early. When I contacted Bay Transit, I spoke with Katherine (Newman) (person who deserves kudos). In these most uncertain times, it is heart warming to know who you can rely upon.

I want to thank you and all of those persons involved with Bay Transit.

2020 Bay Aging Leadership Institute Graduates!



Left to right: David Smith, Fiscal Assistant; Brooklyn Jarrett, Fiscal Operations Manager, Veteran Directed Care; Sandy Ball, Options Counselor with Jennifer Beck, Director of Community Living Programs; and Pat Sanders, Bay Transit Operations Manager with Josephine Reed, Scheduler/Dispatcher, Bay Transit



Left to right: Elizabeth Whitaker, Bay Transit Fiscal Assistant with Tinsley Goad, CFO; Joshua Gemerek, SVP, Housing with Hunter LeClair, Program Manager; President/CEO Kathy Vesley with Stephanie Hutton, Executive Assistant and Grants Specialist.



Left to right: Joshua Gemerek, SVP, Housing, with Angie Alley, Resident Service Coordinator, and again with Hana Bakshi, Property Site Coordinator; Phonecia Blake, Options Counselor; Princess Wise, Regional Ops Supervisor, and Ken Pollock, Bay Transit Director with Dina Cunningham, Dispatcher/Scheduler.



Left to right: Stephanie Hutton, Executive Assistant and Grants Specialist with Tiffany Owens, Office Manager & Homeless Programs Assistant ; Tiffany Robins, Director, Care Coordination and Home and Community Based Services, with Amber Hatton, Home Care Manager, Lauren Cobb, Assistant Director, Home and Community Based Services, and Anna Campbell, Assistant Home Care Manager.

Drop Off Recycling
Site Detail
December 2020

King William County

	Request Date	Pull Date	Delivery Date	Location	Weight	Paper Revenue	Containers Fee
Epworth							
Paper	No Pulls						
Containers	19-Nov	19-Nov	2-Dec	TFC	3300		\$56.10
				Total	3300		\$56.10
				Average	3300		\$56.10

Landfill							
Paper	No Pulls						
Containers	No Pulls						

Transfer Station							
Paper	12-Oct	12-Oct	23-Dec	BUTLER	8560	\$133.19	
	4-Dec	4-Dec	23-Dec	BUTLER	8700	\$135.37	
				Total	17260	\$268.56	
				Average	8630	\$134.28	
Containers	5-Dec	5-Dec	8-Dec	TFC	3140		\$53.38
	19-Dec	20-Dec	24-Dec	TFC	3260		\$55.42
				Total	6400		\$108.80
				Average	3200		\$54.40

VFW Road							
Paper	No Pulls						
Containers	1-Dec	1-Dec	2-Dec	TFC	2520		\$42.84
				Total	2520		\$42.84
				Average	2520		\$42.84

Drop Off Recycling

King William

Number of Collections

FY 20	Epworth		Landfill		VFW Road		Transfer Station		Total	
	Paper	Container	Paper	Container	Paper	Container	Paper	Container	Paper	Container
July	0	2	0	0	0	1	0	3	0	6
August	1	1	0	1	1	1	0	3	2	6
September	0	1	0	0	0	1	0	2	0	4
October	0	1	0	1	0	1	0	3	0	6
November	0	1	1	0	0	0	3	2	4	3
December	1	1	0	1	1	1	0	3	2	6
January	0	1	0	0	0	1	0	3	0	5
February	0	1	0	1	0	1	1	2	1	5
March	0	2	0	0	0	1	0	2	0	5
April	1	1	0	1	1	1	1	3	3	6
May	0	1	0	0	0	1	0	2	0	4
June	0	2	0	1	0	1	1	4	1	8
Totals	3	15	1	6	3	11	6	32	13	64

FY 21	Epworth		Landfill		VFW Road		Transfer Station		Total	
	Paper	Container	Paper	Container	Paper	Container	Paper	Container	Paper	Container
July	0	1	0	1	0	1	1	3	1	6
August	0	1	0	0	0	0	1	2	1	3
September	0	0	0	0	0	1	0	2	0	3
October	1	1	0	1	0	2	0	1	1	5
November	0	1	0	1	1	0	0	5	1	7
December	0	1	0	0	0	1	2	2	2	4
January	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0
Totals	1	5	0	3	1	5	4	15	6	28

Drop Off Recycling

King William Total Weights (Pounds)

FY 20	Epworth		Landfill		VFW Road		Transfer Station		Total	
	Paper	Container	Paper	Container	Paper	Container	Paper	Container	Paper	Container
July	0	5,240	0	0	0	3,420	0	7,800	0	16,460
August	14,200	2,660	0	2,800	15,500	2,540	0	8,120	29,700	16,120
September	0	2,620	0	0	0	2,400	0	5,320	0	10,340
October	0	2,400	0	2,240	0	2,280	0	7,660	0	14,580
November	0	3,020	11,820	0	0	0	32,520	6,020	44,340	9,040
December	9,960	2,380	0	2,360	12,140	3,360	0	9,620	22,100	17,720
January	0	3,360	0	0	0	2,860	0	8,460	0	14,680
February	0	2,700	0	2,600	0	2,540	9,460	5,960	9,460	13,800
March	0	5,300	0	0	0	3,020	0	5,960	0	14,280
April	10,800	2,880	0	2,300	7,000	2,060	8,360	8,400	26,160	15,640
May	0	2,840	0	0	0	2,340	0	5,860	0	11,040
June	0	5,300	0	2,760	0	3,220	8,920	12,020	8,920	23,300
Totals	34,960	40,700	11,820	15,060	34,640	30,040	59,260	91,200	140,680	177,000

FY 21	Epworth		Landfill		VFW Road		Transfer Station		Total	
	Paper	Container	Paper	Container	Paper	Container	Paper	Container	Paper	Container
July	0	2,800	0	3,080	0	2,880	7,380	8,260	7,380	17,020
August	0	2,660	0	0	0	0	9,080	5,860	9,080	8,520
September	0	0	0	0	0	3,000	0	5,560	0	8,560
October	11,260	2,900	0	2,800	0	5,520	0	3,240	11,260	14,460
November	0	2,900	0	2,860	11,200	0	0	14,860	11,200	20,620
December	0	3,300	0	0	0	2,520	17,260	6,400	17,260	12,220
January	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0
Totals	11,260	14,560	0	8,740	11,200	13,920	33,720	44,180	56,180	81,400

Drop Off Recycling

Total Weights (Pounds)

FY 20

	Paper	Container
July	133,640	105,020
August	158,040	107,620
September	116,240	79,620
October	128,700	104,220
November	150,440	71,700
December	195,920	114,020
January	85,520	94,720
February	117,960	89,460
March	69,640	87,880
April	171,520	111,840
May	43,100	101,260
June	129,400	144,700
Totals	1,500,120	1,212,060

FY 21

	Paper	Container
July	92,860	124,780
August	160,820	102,040
September	66,680	87,820
October	112,980	134,260
November	87,200	113,280
December	127,160	97,979
January	0	0
February	0	0
March	0	0
April	0	0
May	0	0
June	0	0
Totals	647,700	660,159

**Drop Off Recycling
Material Revenue and Fees
FY 21**

King William

	Mixed Paper Revenue	Commingled Containers Fee	Total Revenue
July	\$55.42	\$289.34	-\$233.92
August	\$90.80	\$144.84	-\$54.04
September	\$0.00	\$145.52	-\$145.52
October	\$129.49	\$245.82	-\$116.33
November	\$156.91	\$350.54	-\$193.63
December	\$268.56	\$207.74	\$60.82
January	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00
Total	\$701.18	\$1,383.80	-\$682.62

**Drop Off Recycling
Material Revenue and Fees
FY 21**

Paper Revenue

	Essex Paper	King & Queen Paper	King William Paper	Mathews Paper	Middlesex Paper	Total Paper Revenue
July	\$0.00	\$0.00	\$55.42	\$80.06	\$142.09	\$277.57
August	\$930.96	\$82.40	\$90.80	\$169.49	\$330.57	\$1,604.22
September	\$0.00	\$81.40	\$0.00	\$88.20	\$36.80	\$206.40
October	\$209.07	\$0.00	\$129.49	\$133.40	\$325.42	\$797.38
November	\$250.25	\$0.00	\$156.91	\$142.35	\$246.58	\$796.09
December	\$508.44	\$132.26	\$268.56	\$144.80	\$204.77	\$1,258.83
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,898.72	\$296.06	\$701.18	\$758.30	\$1,286.23	\$4,940.49

Containers Processing Fees

	Essex Containers	King & Queen Containers	King William Containers	Mathews Containers	Middlesex Containers	Total Containers Fees
July	\$366.52	\$111.18	\$289.34	\$397.80	\$595.68	\$1,760.52
August	\$157.42	\$154.36	\$144.84	\$299.54	\$419.22	\$1,175.38
September	\$170.34	\$0.00	\$145.52	\$337.62	\$543.66	\$1,197.14
October	\$440.30	\$105.74	\$245.82	\$303.62	\$640.56	\$1,736.04
November	\$229.84	\$167.62	\$350.54	\$303.62	\$542.98	\$1,594.60
December	\$162.18	\$101.66	\$207.74	\$311.44	\$517.46	\$1,300.48
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
February	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,526.60	\$640.56	\$1,383.80	\$1,953.64	\$3,259.56	\$8,764.16

Drop Off Recycling
Material Delivery to Sonoco

FY 21

	Material Delivered (Pounds)	
	Paper	Paper Revenue
July	16,040	\$160.40
August	0	\$0.00
September	0	\$0.00
October	0	\$0.00
November	0	\$0.00
December	0	\$0.00
January	0	\$0.00
February	0	\$0.00
March	0	\$0.00
April	0	\$0.00
May	0	\$0.00
June	0	\$0.00
Totals	16,040	\$160.40

Drop Off Recycling
Material Delivery to Butler Paper

FY 21

	Material Delivered (Pounds)	
	Paper	Paper Revenue
July	76,820	\$1,357.24
August	25,600	\$192.26
September	22,740	\$1,058.55
October	58,060	\$1,071.64
November	101,400	\$2,127.02
December	127,160	\$2,873.11
January	0	\$0.00
February	0	\$0.00
March	0	\$0.00
April	0	\$0.00
May	0	\$0.00
June	0	\$0.00
Totals	411,780	\$8,679.82

Drop Off Recycling
Material Delivery to TFC Recycling

FY 21

	Material Delivered (Pounds)		Containers Fee	Paper Revenue
	Containers	Paper		
July	124,780	0	\$2,121.26	\$0.00
August	102,040	102,500	\$1,696.94	\$1,047.20
September	87,820	43,940	\$1,492.94	\$461.63
October	134,260	54,920	\$2,282.42	\$631.58
November	113,280	0	\$1,925.76	\$0.00
December	97,979	0	\$1,665.66	\$0.00
January	0	0	\$0.00	\$0.00
February	0	0	\$0.00	\$0.00
March	0	0	\$0.00	\$0.00
April	0	0	\$0.00	\$0.00
May	0	0	\$0.00	\$0.00
June	0	0	\$0.00	\$0.00
Totals	660,159	201,360	\$11,184.98	\$2,140.41

Drop Off Recycling
Material Delivery to RMR

FY 21

	Material Delivered (Pounds)	
	Paper	Paper Revenue
July	0	\$0.00
August	32,720	\$1,406.96
September	0	\$0.00
October	0	\$0.00
November	0	\$0.00
December	0	\$0.00
January	0	\$0.00
February	0	\$0.00
March	0	\$0.00
April	0	\$0.00
May	0	\$0.00
June	0	\$0.00
Totals	32,720	\$1,406.96

VPPSA Drop Off Recycling

Total Weights (Pounds)
FY 21

Corrugated Cardboard

	Weight (pounds)	Processor	Revenue
July	119,440	Butler Paper	\$5,246.34
August	29,340	Butler Paper	\$1,220.98
	94,500	RMR	\$4,063.50
September	12,620	RMR	\$542.66
	75,020	Butler Paper	\$3,492.18
October	127,820	Butler Paper	\$5,279.56
November	104,780	Butler Paper	\$4,228.53
December	128,020	Butler Paper	\$5,814.38
January			
February			
March			
April			
May			
June			
Total	691,540		\$29,888.13

VPPSA Drop Off Recycling

Total Weights (Pounds)
FY 21

Toter Collection Program

Mixed Paper

	Weight (pounds)	Processor	Revenue
July	0		\$0.00
August	11,820	TFC Recycling	\$118.20
September	10,940	TFC Recycling	\$125.81
October	0		\$0.00
November	0		\$0.00
December	0		\$0.00
January			
February			
March			
April			
May			

June

Total	22,760	\$244.01
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AGENDA ITEM 12
BOS Comments

AGENDA ITEM 13

Closed Session

None

AGENDA ITEM 14

Appointments

None