County of King William, Virginia
Est. 1702

BOARD OF SUPERVISORS
WORK SESSION MEETING OF JUNE 14, 2021 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA

A M E N D E D A G E N D A

1. Call to Order

2. Roll Call

3. Review and Adoption of Meeting Agenda

4. Presentation

a. Virginia Peninsulas Public Service Authority (VPPSA) Presentation - David A. Magnant, Executive Director

5. Work Session Matters:

a. School Transfers vs. Appropriation - Natasha Joranlien, Director of Finance

b. Treasurer Update - Mary Sue Bancroft, Treasurer

c. American Rescue Plan Act of 2021 Request for Authorization - Natasha Joranlien, Director of Finance

d. EMS Department Report - Stacy Reaves, Fire Chief

e. Resolution 21-40 Honoring and Congratulating the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates - Steve Hudgins, Interim County Administrator

f. Edmunds Update - Travis Wolfe, Systems Engineer

g. Director of Operations Staffing Discussion - Steve Hudgins, Interim County Administrator

6. Board of Supervisors' Requests

7. Adjourn or Recess

AGENDA ITEM 5.a.

School Transfers vs. Appropriation

KING WILLIAM COUNTY
SCHOOLS FUNDING
FY 2021
TREASURERS TRANSFERS TO SCHOOLS 5/31/2021

	TR02		***TR09***	
	Debit	***Credit***	***Debit***	***Credit***
	Sona Checking	*County Checking*	*County Checking*	*Sona Checking*
	Due to Schools 100-000200-0006	*County Cash 100-000100-1005*	*County Cash 100-000100-1005*	*Due to Schools 100-000200-0006*
	Schools Cash 205-000100-1005	*Due from County 205-000100-1014*	*Due from County 205-000100-1014*	*Schools Cash 205-000100-1005*
	Transferred by Treasurer		**School Deposits into C&F Ckng**	
JULY	500,000.00		(9,948.93)	
AUGUST	750,000.00		(24,193.00)	
SEPT	900,630.00		(45,893.55)	
OCT	1,250,000.00		(17,716.02)	
NOV	1,250,000.00		(10,534.15)	
DEC	1,300,000.00		(98,566.46)	
JANUARY	1,000,000.00		(14,143.54)	
FEBRUARY	700,000.00		(14,925.00)	
MARCH	1,100,000.00		(13,941.85)	
APRIL	1,000,000.00		(1,520.00)	
MAY	1,000,000.00		(229,701.16)	
	10,750,630.00		(481,083.66)	
	100-000200-00006			
	NET		**10,269,546.34** *TRANSFERRED*	

TOTAL LOCAL APPROPRIATION TO SCHOOLS	$11,128,108.00
BUDGET SCHOOLS SHARE OF SALES TAX	2,472,013.00
Subtotal	$13,600,121.00
LESS DEBT SERVICE -PAID BY COUNTY ON BEHALF OF SCHOOLS	($1,578,306.00)
Subtotal	$12,021,815.00
TRANSFERRED	(10,269,546.34)
Remaining for Local Appropriations & Sales Tax	$1,752,268.66

KING WILLIAM COUNTY
SCHOOLS FUNDING
FY 2021
COUNTY REVENUES RECEIVED FOR SCHOOL FUNDING
Report as of 5/31/2021

COUNTY AP INFORMATION	
VENDOR	1316 KING WILLIAM COUNTY SCHOOLS

	Debit	Credit		Debit	Credit
processed by County	LOCAL APPR EXP 100-093100-0205		processed by County	SCHOOLS SALES TX 734-093100-0205	
Edmunds Vendor KINGW040		DUE TO SCHOOLS 100-000200-0006			DUE TO SCHOOLS 734-000200-0006

	LOCAL APPROPRIATION FUNDING TAXES EXCEPT SALES TAX		POSTED		SALES TAX DUE TO SCHOOLS	TAX PAY	POSTING	POSTED	
	($159,814.99)	JULY	JE8597 & 8598		(199,816.24)	JULY	SEPT	JE 8595	
	($215,684.46)	AUG	JE8611 & 8612		(207,604.15)	AUG	OCT	JE 8632	(407,420.39)
	($362,860.92)	SEPT	JE8613 & 8614		(313,818.35)	SEPT	NOV	County AP 734 exp/CM Due to School	
	($1,280,268.01)	OCT	JE8633 & 8634	($2,018,628.38)	(224,411.95)	OCT	DEC	County AP 734 exp/CM Due to School	
	($2,160,161.16)	NOV	County AP 100 exp/CM due To School		(217,846.45)	NOV	JAN	County AP 734 exp/CM Due to School	
	($2,826,651.97)	DEC	County AP 100 exp/CM due To School		(258,051.37)	DEC	FEB	County AP 734 exp/CM Due to School	
	($351,361.25)	JAN	County AP 100 exp/CM due To School		(194,979.23)	JAN	MARCH	County AP 734 exp/CM Due to School	
	($400,561.59)	FEB	County AP 100 exp/CM due To School		(185,094.16)	FEB	APRIL	County AP 734 exp/CM Due to School	
	($481,119.65)	MARCH	County AP 100 exp/CM due To School		(245,568.40)	MARCH	MAY	County AP 734 exp/CM Due to School	
	($222,568.19)	APRIL	County AP 100 exp/CM due To School						
	($438,025.12)	MAY	County AP 100 exp/CM due To School						
	($8,899,077.30)				(2,047,190.30)			(10,946,267.60)	
					734-000200-0006			*ACTUAL TAXES RECEIVED BY COUNTY*	
FY2021 APPROPRIATED	11,128,108.00				2,472,013.00				
RECEIVED THRU 5/31/21	($8,899,077.30)				(2,047,190.30)				
REMAINING REVENUES TO COLLECT	2,229,030.70								
Debt Service	($1,578,306.00)					TOTAL			
	650,724.70				424,822.70	1,075,547.40			

RECEIVED	10,946,267.60
TRANSFERRED	(10,269,546.34)
	676,721.26

KING WILLIAM COUNTY
SCHOOLS FUNDING
FY 2021

APPROPRIATION		REVENUE RECEIVED to support School Funding 5/31/2021	REMAINING REVENUES TO BE COLLECTED		TRANSFERRED BY TREASURER 5/31/2021	estimated REMAINING	RECEIVED REVENUES VS. TRANSFER TO SCHOOLS
GENERAL PROPERTY TAXES	8,518,482						
NON-PROPERTY TAXES	2,609,626						
subtotal	11,128,108	8,899,077	2,229,031	[2]			
DEBT SERVICE	(1,578,306)						
PAID BY COUNTY ON BEHALF OF SCHOOLS							
	9,549,802						
SCHOOLS SHARE OF SALES TAX	2,472,013	2,047,190	424,823	[3]			
TOTAL	12,021,815	10,946,268	2,653,853		10,269,546	1,752,269 [1]	676,721
		13,600,121					
		(1,578,306)					
		12,021,815					
		(10,269,546)					
		1,752,269					

[1] County can only transfer to schools actual revenues received. If County does not receive total of $12,021,815 in tax revenues, funds cannot be transferred to Schools.

[2] 1st Half of Real Estate tax due 6/25/21

[3] April, May, and June Sales Tax yet remaining to be received

AGENDA ITEM 5.b.

Treasurer Update

AGENDA ITEM 5.c.

American Rescue Plan Act of 2021
Request for Authorization

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: June 14, 2021

TO: King William County Board of Supervisors

FROM: Natasha Joranlien, Director of Financial Services

SUBJECT: Authorization to Initiate the Process for Requesting American Rescue Plan Act of 2021 Funds

Summary

Staff is seeking authorization from the Board of Supervisors to initiate the process to request King William County receiving Local Fiscal Recovery in the amount of $3,330,798.00. These funds must be used to meet COVID response needs and rebuild a stronger, more equitable economy.

Eligible uses include:

- Response to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.
- To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the State, territory, or Tribal/local government that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.
- For provision of government services to the extent of the reduction in revenue of such State, territory, or Tribal/local government due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the State, territory, or Tribal government prior to the emergency; or
- To make necessary investments in water, sewer, or broadband infrastructure.

Eligible Expenditures:

- Covered period: March 3, 2021 – December 31, 2024
- Cost can be incurred by December 2024 and expended through December 2026.
    - SUPPORT PUBLIC HEALTH RESPONSE – Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff

Natasha Joranlien
Director of Financial Services

- REPLACE PUBLIC SECTOR REVENUE LOSS-Use of funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic.
- WATER&SEWER INFRASTRUCTURE – Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure.
- ADDRESS NEGATIVE ECONOMIC IMPACTS – Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector.
- PREMIUM PAY FOR ESSENTIAL WORKERS – Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors.
- BROADBAND INFRASTRUCTURE – Make necessary investments to provide unserved or underserved location with new or expanded broadband access.

Staff's intent is to prepare a budget to present to the Board of Supervisors for the use of funds. All department heads can submit requests. Requests will be compiled and presented to the County Administrator for review and recommendation to the Board. All expenditures will be paid from specific bank account that will be set up to manage the funds.

Action(s) Requested of Board Authorize staff to initiate the process for requesting American Rescue Plan Act of 2021 Funds

FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver $350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

May 10, 2021

Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide $350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver $350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

FUNDING AMOUNTS

The American Rescue Plan provides a total of $350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

Type	Amount ($ billions)
States & District of Columbia	$195.3
Counties	$65.1
Metropolitan Cites	$45.6
Tribal Governments	$20.0
Territories	$4.5
Non-Entitlement Units of Local Government	$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures,** by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency,** including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury's Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

1. **Supporting the public health response**

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
  - ✓ Vaccination programs
  - ✓ Medical expenses
  - ✓ Testing
  - ✓ Contact tracing
  - ✓ Isolation or quarantine
  - ✓ PPE purchases
  - ✓ Support for vulnerable populations to access medical or public health services
  - ✓ Public health surveillance (e.g., monitoring for variants)
  - ✓ Enforcement of public health orders
  - ✓ Public communication efforts
  - ✓ Enhancement of healthcare capacity, including alternative care facilities
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
  - ✓ Enhancement of public health data systems
  - ✓ Capital investments in public facilities to meet pandemic operational needs
  - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
  - ✓ Mental health treatment
  - ✓ Substance misuse treatment
  - ✓ Other behavioral health services
  - ✓ Hotlines or warmlines
  - ✓ Crisis intervention
  - ✓ Services or outreach to promote access to health and social services

- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

2. **Addressing the negative economic impacts caused by the public health emergency**

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor's benefits for family members of COVID-19 victims.

- **Supporting small businesses,** helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.

- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.

- **Rebuilding public sector capacity,** by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health,** through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments,** including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. **Providing premium pay for essential workers**

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

6. **Investing in water and sewer infrastructure**

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

7. **Investing in broadband infrastructure**

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

8. **Ineligible Uses**

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.

- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

AGENDA ITEM 5.d.

EMS Department Report

King William Fire & Emergency Services
Department Report
May 24th, 2021 – June 7th, 2021

- COVID-19 Policies for Fire and EMS personnel have been updated to reflect recent CDC recommendations. The Station remains closed to the public, personnel still perform screenings when coming on shift, and facemasks are still required when socially distancing cannot occur.

- The recent fuel crisis has opened lines of communication between the department and businesses. The event also presented a time for lessons to be and conversations to be held regarding future plans.

- The department has been working with Lexipol and have produced 32 new policies of over the 100 planned and continue to hold meetings weekly and issue new policies weekly.

- The state is transitioning from Image Trend reporting system to ESO. King William Fire and EMS will be making the transition as well.

- Ambulance 13 has been repaired to an operational level.

- Ambulance 1 will return for warranty work on the power inverter.

- Ambulance 12 will rotate for a PM and brake wear adjustment/evaluation.

- On June 1st, 2021, Atlantic Hurricane Season officially started. The department is working to establish partners to provide emergency power, water, ice and fuel.

- Through a VDEM workshop and collaboration with county departments, a clear shelter plan is being developed and established.

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www.kingwilliamcounty.us

AGENDA ITEM 5.e.

Resolution 21-40 Honoring and Congratulating the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates

RESOLUTION 21-40

A RESOLUTION HONORING AND CONGRATULATING THE KING WILLIAM COUNTY HIGH SCHOOL CLASS OF 2021 GRADUATES AND THE WEST POINT HIGH SCHOOL CLASS OF 2021 GRADUATES

WHEREAS, the King William County Board of Supervisors wishes to extend honor and congratulations to the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates; and

WHEREAS, the Class of 2021 Graduates worked diligently and overcame many challenges in addition to the normal challenges of high school due to the COVID-19 pandemic; and

WHEREAS, the Class of 2021 Graduates made sacrifices that affected many of the traditional aspects of their senior year; and

WHEREAS, the Class of 2021 Graduates exemplified maturity, integrity, tenacity, and fortitude in successfully completing their high school career;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of King William County does, on this 14th day of June 2021, congratulate and honor the King William County High School Class of 2021 Graduates and the West Point High School Class of 2021 Graduates for their great achievements in the face of adversity; express confidence in their future success, and wish the Class of 2021 Graduates the best of luck as they enter this new phase in their lives; and

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

AGENDA ITEM 5.f.

Edmunds Update

King William County
Est. 1702

Board of Supervisors

Travis Wolfe
Systems Engineer

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: June 11, 2021

TO: King William County Board of Supervisors

FROM: Travis Wolfe: Systems Engineer

SUBJECT: *Edmunds Financial Software*

Summary:

Tax:
The Go Live date has been pushed back to July 6^{th} or 7^{th} with a final data pull on June 30^{th} or July 1st. On Tuesday June 8^{th}, Edmunds finished receiving the answers to all the Business Review Plan (BRP) questions from the Commissioner's and Treasurer's offices and can now build the module. The BRP questions, lack of availability for training, and staff schedules have forced the Go Live date to be pushed back. Edmunds has been very accommodating to our ever-changing timeline.

Permitting and Animal Licensing:
After the Business Review Plan on May $5^{th,}$ we were able to get all the information needed to proceed with this module and are on pace for a June 30^{th} Go Live date with a final data pull on June 22^{nd} or 23rd. The testing module will be available this week and training to be scheduled in the next few days. Originally this phase was scheduled to go live after Tax but with all the setbacks and to keep this project moving forward, I made the decision to move Permitting and Animal Licensing up.

AGENDA ITEM 5.g.

Director of Operations Staffing Discussion

King William County
Est. 1702

Board of Supervisors

Interim County Administrator
Steve 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: June 14, 2021

TO: King William County Board of Supervisors

FROM: Steve Hudgins, Interim County Administrator

SUBJECT: Director of Operations

REQUEST FOR ACTION

Staff requests organizational guidance from the Board pertaining to the position of Director of Operations. Staff recommends the hiring of a new Director of Operations.

SUMMARY

On February 8th, 2021, the Director of Operations accepted the position of Interim County Administrator. Since that time, the Interim County Administrator has covered the duties of both Director of Operations as well as County Administrator. With the amount of growth in the County and projects already underway affecting the position, as well as further anticipated projects delineated in the County's Master Utility Plan and potentially funded via the American Rescue Plan, further immediate staffing support is required. It is further understood that the American Rescue Plan may fund the position in the coming fiscal year.

BACKGROUND

The Director of Operations supervises the Building Inspections Department, the Facilities Department, and the Utilities Department. Please see attached job description.

ATTACHMENTS

- Job Description - Director of Operations

180 Horse Landing Road #4 ● King William, Virginia 23086
804-769-4927 ● fax: 804-769-4964
www.kingwilliamcounty.us

COUNTY OF KING WILLIAM, VIRGINIA
DEPARTMENT OF OPERATIONS

JOB DESCRIPTION

Job Title:	**Director of Operations**
Position Class:	Management
Pay Grade:	E24
Exempt Status:	Exempt
Salary Range:	$73,016 – 116,826

GENERAL DESCRIPTION:

Under the general direction of the County Administrator, the Director of Operations is responsible for oversight and management of the Utilities, Facilities and Building Inspections departments. The Director supervises three managers and provides guidance, support and direction of their departmental programs. Is responsible for budget preparation, implementation and management. Works closely with the Director of Financial Services on capital requests and future capital needs. Assessment of departmental program initiatives and processes ensuring there is adequate procedures, policies, standards, and documentation to ensure non-interruption of services. Ensures staffing levels are adequate for service delivery and works closely with departmental managers to ensure the programs and staff are successful in their delivery of services. The position serves at the pleasure of the County Administrator. Work is performed with a considerable degree of latitude for independent judgment and action.

ESSENTIAL FUNCTIONS:

General

- Planning, development, organization, implementation and evaluation of departmental programs; establishes policies and procedures; allocates staff and resources; provides direction and oversight to subordinate staff who carry out the daily operations; ensures programs and services support established goals and objectives; assesses programs and services; and implements changes to improve department performance.
- Supervision of three departments with staffing levels of approximately 15 FTE; hires new managerial staff and participates in internal departmental interviews; ensures organizational staffing structure is adequate; ensures staff obtain needed training and resources; establishes performance goals; evaluates performance; and makes recommendations regarding disciplinary actions as needed.

- Serves as consultant and advisor to the County Administrator and elected officials; makes presentations regarding departmental operating and capital budgets, Capital Improvement Plan, and department programs and accomplishments; and provides analyses and recommendations to the County Administrator for use in decision making and strategic planning.
- Ability to analyze problem situations, determine needs and develop corrective actions. Must be able to establish and maintain effective working relationship with municipal, county and State officials, developers, contractors, staff, and citizens.
- Excellent oral and written communication skills and the ability to establish effective relationships with staff, community contacts, oversight agencies and the public.
- Knowledge of and ability to interpret related laws, regulations and ordinances is required.

Inspections Department

- Ensures compliance in all construction trades in commercial and residential properties with all Federal, State, and local building code guidelines and regulations.
- Supports the departmental staff in attaining certifications and licenses and training initiatives.
- Has a broad understanding of Building Codes, Code of Virginia, and enforcement measures.
- Provides guidance to staff on testifying in court during code violation cases.
- Testifies in court during code violation cases.
- Reviews various records submitted by department manager concerning inspection requests, blueprints, monthly reports on permits, and monthly reports on budget.
- Ensures staff has the training and skill set to perform complex analyses, modeling, and simulation scenarios through the use of GIS software, hardware and datasets.

Utilities Department

- Acts as the liaison with oversight agencies such as Department of Environmental Quality (DEQ), Virginia Department of Health (VDH), Virginia Department of Emergency Management (VDEM), etc. and ensuring compliance with oversight agencies directives and regulations.
- Responsible for departmental permitting applications, such as Groundwater Withdrawal Permits, and others that require citizen, developer, staff, and Board of Supervisor involvement.
- Responsible for coordinating with consultants on updating the Master Utility Plan, Design Standards for Water and Sewer Systems and Related Work, and other critical documents that address standards for the County.
- Works closely with the department manager with Virginia Department of Transportation (VDOT) and Hampton Road Sanitation District (HRSD) concerning underground utilities right-of-way and maintenance and/or issues that may arise.
- Attends Board of Supervisor meetings and other committees or commission as needed.
- Formalizes SOPs and infrastructure data to ensure continuity of services and historical data.

Facilities Department

- Confers with department manager on deferred maintenance and makes recommendations to incorporate into the Capital Improvement Plan.
- Coordinates and directs the Facilities Manager on staff activities to ensure facilities are well maintained and contracts are current (such as HVAC, septic, etc.) and provide the services at the best costs.
- Coordinates with manager and coordinator on bid processes and Requests for Proposals regarding county contracts for services.
- Analyzes and evaluates operations and services, making suggestions for improvement.
- Develops and conducts training and/or ensures staff are formally trained on OSHA and other required safety activities.

SECONDARY FUNCTIONS:

- Performs general managerial duties in support of assigned responsibilities. Fills in as interim in cases of Manager vacancies until position can be filled.
- May serve on various boards, commissions, committees, advisory boards, and similar groups representing the county government or county administration as directed by the County Administrator.
- May be involved with various aspects of the county's economic development program as it relates to general community development goals and objectives as directed by the County Administrator.
- Performs other related duties as required by the County Administrator.

MINIMUM EDUCATION, TRAINING AND EXPERIENCE:

- Requires a Bachelor's degree in Engineering, Architecture, Public Utilities or Business Operations with a minimum of five years of experience in facilities management, utilities infrastructure and/or construction in a specific trade; or any equivalent combination of training and experience, which provides the required knowledge, skills, and abilities.
- Must possess a valid Virginia driver's license.
- Preferred Requirements:
    - Certified Building Official, Code Official, and/or Zoning Official.
    - Comprehensive knowledge of the functions, constraints, and obligations of a public utility system.
    - Ability to review and update regulatory documents, analyze data, and develop complex reports.
    - Extensive knowledge of facilities maintenance to include HVAC, septic systems, electrical components, plumbing, and general building maintenance.
    - Knowledge of personnel and financial management and administration within a local government setting.

- Ability to manage projects and contracts.

OTHER POSTION REQUIREMENTS:

Must possess and maintain Virginia Driver's License (occasional job-related driving of personal vehicle and/or County fleet vehicle is required).

May be required to complete other training and/or obtain certifications in various other areas related to essential and secondary functions within time frames specified by County Administrator.

Proficiency with current Microsoft Office Suite software applications, especially Excel, PowerPoint, Publisher, Outlook, and Word. Proficiency with current Adobe PDF software.

EMPLOYEE UTILIZATION IN ADVERSE WEATHER AND EMERGENCY CONDITIONS

All King William County employees are subject to being assigned to specific positions and tasks during a "Declared Emergency" as support personnel, by the County Administrator. Once assigned, this would be the same as a regular work assignment and all policies and procedures for duty assignments apply.

**Potential candidates will be required to complete drug testing, driving and background checks.

The foregoing is intended as a general description of job responsibilities and performance expectations and does not constitute a contract for employment between the employee and the County of King William, Virginia.