



County of King William, Virginia

**BOARD OF SUPERVISORS
REGULAR MEETING OF FEBRUARY 28, 2022 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA**

AMENDED AGENDA

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** *One Opportunity of Three Minutes per Individual or Five Minutes per Group on Non-Public Hearing Matters*
7. **Consent Agenda**
 - a. Approval of Minutes:
 - i. January 24, 2022 Regular Meeting Draft Minutes
 - ii. January 31, 2022 Budget Work Session Draft Minutes
 - b. Approval of Expenditures - January 2022
 - c. **Resolution 22-11** - Updating the Representative Appointment to the Middle Peninsula Chesapeake Bay Public Access Authority (MP-PAA)
 - d. **Resolution 22-12** - Appropriating Department of Education HVAC Replacement & Improvement Grant Funds For King William County Public Schools Hamilton-Holmes Middle School (HHMS) HVAC Projects
 - e. **Resolution 22-13** - Recognizing and Honoring March 2022 as Women's History Month
8. **Presentations**
 - a. Accreditation Presentation to King William County Sheriff's Department

9. Public Hearing *One Opportunity of Three Minutes per Individual or Five Minutes per Group*

- a. **Ordinance 01-22** - Approving Proffer Amendment 01-2022: McCauley Park LLC - Sherry Graham, Director of Planning
- b. **Resolution 22-14** - CUP-10-21: Owner/Applicant - McCauley Park LLC - Sherry Graham, Director of Planning

10. Old Business

- a. **Resolution 22-15** - Clarification of Board Appointment to the King William County Planning Commission

11. New Business

- a. Authorizing the Advertisement of a Public Hearing Regarding Borrowing Prospects - Percy C. Ashcraft, County Administrator **(Attachment Added)**
- b. Redistricting Recommendation - Gene Campbell, Redistricting Advisory Committee Chairman **(Updated Attachment)**
- c. **Budget Overviews - Natasha Joranlien, Director of Financial Services**
 - i. Social Services - Letecia Loadholt, Director
 - ii. Children's Services Act (CSA) - Ann Porter, Program Coordinator
 - iii. Virginia Juvenile Community Crime Control Act (VJCCCA) - Veda Frazier, Program Manager
 - iv. **General Registrar - Alison Fox, General Registrar**
- d. Capital Improvement Plan (CIP) for Schools and County - Natasha Joranlien, Director of Financial Services **(Attachments Added)**

12. Administrative Matters from County Administrator

- a. Administration Report - Percy C. Ashcraft, County Administrator
- b. Board Information
 - i. Animal Activities Report - January 2022
 - ii. Building Department Report - January 2022
 - iii. Fire & EMS Department Report - February 28, 2022

- iv. Planning & Zoning Reports - January 2022
- v. Sheriff's Office Activity Report - January 2022
- vi. Utilities Department Report - January 2022
- vii. Board of Zoning Appeals Annual Report
- viii. Synopsis from Middle Peninsula Planning District Commission (MPPDC) Meeting - January 2022
- ix. VDOT Transportation Briefing - February 2022

13. Board of Supervisors' Comments

14. Closed Meeting

- a. Motion to Convene Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider a personnel matter involving the performance of a specific public employee; and in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made; and in accordance with Section 2.2-3711 (A)(29) of the Code of Virginia to discuss the terms or scope of a public contract, because discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board.
- b. Motion to Reconvene in Open Session
- c. Certification of Closed Meeting
- d. Action on Closed Meeting (if necessary)

15. Appointments

16. Adjourn or Recess

NOTES REGARDING AGENDA:

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

During Public Comment and any Public Hearing periods, speakers shall be provided one opportunity of three minutes per individual or five minutes per group. Speakers shall provide their name, district of residence, and if applicable, the group they are representing. The Board of Supervisors may modify and/or set other rules governing the conduct of Public Hearings.

Detailed instructions for viewing live-streams of meetings, signing up to speak via Zoom (registration required by noon on the day of the meeting), and general guidelines for Public Comment & Public Hearings are available from the [King William County website](#).

AGENDA ITEM 7.a.

Approval of Minutes:

AGENDA ITEM 7.a.i.

January 24, 2022 Regular Meeting Draft Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF JANUARY 24, 2022**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 24th day of January 2022, 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 Moren called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

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

Agenda Item 3. MOMENT OF SILENCE

The Chairman called for a moment of silence. Supervisor Moskalski said that Mrs. Etta Hill had recently passed away.

Agenda Item 4. PLEDGE OF ALLEGIANCE

The Chairman led the pledge of allegiance.

Agenda Item 5. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Supervisor Moskalski moved for the adoption of the amended agenda for this meeting as presented; motion was seconded by Supervisor Garber. The Chairman called for any discussion. The members were polled:

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

Agenda Item 6. PRESENTATIONS

6.a. Honoring the 2021 King William County William High School Football Team

The Chairman asked the Board members to assemble in front of the dais. County Administrator, Percy Ashcraft, welcomed the Cavaliers football team, coaching staff, and cheerleaders as they entered the Board Room. All present were assembled and photos were taken. Supervisor Moskalski, a member of the last Cavaliers' championship team in 2000, read the Resolution while Chairman Moren presented a framed copy to head coach, Scott Moore.

**RESOLUTION 22-08
HONORING THE KING WILLIAM HIGH SCHOOL CAVALIERS FOOTBALL TEAM
ON WINNING THE VIRGINIA HIGH SCHOOL LEAGUE (VHSL)
CLASS 2 STATE CHAMPIONSHIP TITLE**

WHEREAS, the King William County Board of Supervisors commends exceptional athletic achievement and gives special honor and commendation to those athletic teams who pursue such excellence that they become examples for the youth of this County; and

WHEREAS, the King William High School Cavaliers football team achieved such excellence on December 11, 2021, when they defeated Graham High School 48-21 to win the 2021 VHSL Class 2 State Championship at Salem City Stadium in Salem, Virginia thereby earning their first State Championship Title since 2000; and

WHEREAS, each member of the King William High School football team is an excellent young athlete, and together, they have demonstrated remarkable energy, enthusiasm, and dedication in the pursuit of their goals; and

WHEREAS, the Cavaliers' outstanding success is due largely to the guidance of their coach, Scott Moore, and his coaching staff. In leading the team to victory, Coach Moore not only helped his players develop their talents to the fullest, but also instilled in them a valuable sense of determination, discipline, hard work, perseverance, and camaraderie; and

WHEREAS, the Board also recognizes the valuable contributions to the team's overall success made by the King William High School Cheerleading Squad as well as by staff, students, parents, and the King William County community as a whole; and

WHEREAS, in an educational system that seeks to teach the future leaders of our County, State, and Nation the fundamentals of self-reliance and the rewards of individual and group effort, athletic competition has become a valuable tool. Through their participation in sports, the members of the King William High School Cavaliers football team have learned lessons of good sportsmanship that will undoubtedly be of great benefit to them throughout their lives;

NOW, THEREFORE, BE IT RESOLVED that the members of the King William County Board of Supervisors, both individually and collectively, hereby commend and congratulate the King William High School Cavaliers football team upon its 2021 VHSL Class 2 State Championship triumph and congratulate each member of the team, Head

Coach Scott Moore and his staff, Principal Corey M. McConville, and the entire King William High School community; and

BE IT FURTHER RESOLVED that a copy of this Resolution expressing the sense of this Board of Supervisors shall be conveyed to King William High School and shall be spread upon the meeting minutes of said Board of Supervisors.

DONE this 24th day of January, 2022.

Agenda Item 7. PUBLIC COMMENT

No one registered to speak via Zoom by noon on the day of this Public Comment period.

Sibyl Rose of District 2 provided the Board with a copy of a map of her property. She said her neighbor has located his dog kennel 12” from her right-of-way/driveway. She said he got around the kennel ordinance by having 4 dogs rather than the 5 the ordinance mentions. She said she hears the dogs barking all the time and is bothered by the smell. Animal Control has gone out about the noise ordinance; however, her neighbor is now exempt from it due to the new kennel zoning ordinance. Her neighbor now has two kennels and has put them 50 ft. from her property line rather than 150 ft. She asked the Board to reconsider the set back in the new zoning ordinance and change it to at least 100 ft. Supervisor Moskalski asked Ms. Rose if she has talked with her neighbor. She said she has talked to him many times and he says the County allows it. Supervisor Moskalski said he would speak further with Ms. Rose regarding the issue.

There being no further speakers, the Chairman closed the Public Comment period.

Agenda Item 8. CONSENT AGENDA

Consent Agenda items included:

- a. Approval of Minutes:
 - i. Draft Minutes of the December 27, 2021 Regular Meeting
 - ii. Draft Minutes of the January 10, 2022 Organizational and Work Session Meeting
- b. Approval of Payment of Bills – December 2021
- c. **Resolution 22-08** - Honoring the King William County High School Football Team (presented above)
- d. **Resolution 22-09** – Honoring Reverend Wilbert D. Talley on the Occasion of His 50 Years of Pastoral Service to Third Union Baptist Church

Supervisor Moskalski moved for approval of the Consent Agenda; motion was seconded by Vice Chair Hodges. The Chairman called for any discussion. The members were polled:

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

**RESOLUTION 22-09
HONORING REVEREND WILBERT D. TALLEY ON THE OCCASION OF HIS
50 YEARS OF PASTORAL SERVICE TO THIRD UNION BAPTIST CHURCH**

WHEREAS, the Reverend Wilbert D. Talley has provided exceptional pastoral services to Third Union Baptist Church in King William, Virginia for fifty years, serving there from April 1972 to present, during which time he oversaw the completion and occupancy of Third Union’s new sanctuary in 1994; and

WHEREAS, Reverend Tally’s credentials include a BA in Sociology from Virginia Union University in 1966, a Master of Divinity from the School of Religion at Howard University in Washington, DC in 1969, continued graduate study in Sociology at Virginia Commonwealth University and the University of Virginia, and a Doctor of Divinity degree awarded by the Infinity Bible Seminary of Richmond in recognition of his pastoral leadership and for providing training in Church Leadership Development; and

WHEREAS, a choir was formed and named in his honor, The W. D. Talley Singers, and the church’s fellowship hall has recently been named in his honor; and

WHEREAS, Rev. Talley has served his community as Moderator of the Pamunkey Baptist Association, a member of King William Emergency Ministries and the Community of Churches Baccalaureate Committee, a volunteer with the King William Public School’s Gentlemen Club Program, Chair of the King William Fatherhood Program Steering Committee, Primary Instructor for the Deacon’s Conference of King William and Vicinity, Chair of the Pamunkey Community Empowerment Center Board of Directors, and member of the Baptist General Convention of Virginia; and

WHEREAS, Rev. Talley enjoyed a professional relationship with Virginia Union University for 35 years from 1969 to 2004, most recently serving as the University Pastor and Assistant Professor in Sociology, and previously serving as Vice President for Student Affairs, Assistant to the President, Assistant to the Dean of the School of Theology, Athletic Director, and a member of the sociology faculty; and

WHEREAS, Rev. Talley has been an active and responsive leader in Virginia with a particular passion for adoption and was a founding member and current president of Virginia One Church, One Child Adoption Program (VAOCOC) who awarded him the Humanitarian of the Millennium Award in 2005; and

WHEREAS, Rev. Talley was honored with the Lifetime Achievement Award from the Urban League of Greater Richmond in 2005, is a past recipient of the Shining Star Award from the Northern Virginia Urban League, and received a Joint Resolution from the Commonwealth of Virginia General Assembly in recognition of and commending him for his service and commitment to finding loving and nurturing homes for minority children;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that, in recognition of the foregoing, the Board does hereby commit to record this Resolution in honor of Reverend Wilbert D. Talley on the occasion of his fifty years of service to Third Union Baptist Church and so orders the Clerk of the Board to present a copy of same to Rev. Talley as an expression of the Board’s appreciation of a life well-lived in service to King William County and the Commonwealth of Virginia.

DONE the 24th day of January, 2022.

Agenda Item 9. PUBLIC HEARING

9.a. Ordinance 01-22 – Approving Proffer Amendment 01-2022: McCauley Park LLC – Sherry Graham, Director of Planning

County Attorney, Andrew McRoberts, pointed out that this Public Hearing must first be held by the Planning Commission before coming to the Board of Supervisors.

Vice Chair Hodges made a motion to table Ordinance 01-22 until it could be heard by the Planning Commission. Supervisor Garber seconded the motion. The Chairman called for any discussion. The members were polled:

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

Ordinance 01-22 was tabled.

Agenda Item 10. NEW BUSINESS

10.a. Real Estate Assessment – Karena L. Funkhouser, Commissioner of Revenue

Commissioner Funkhouser said she received requests last year for copies of the 2021 Land Books from national companies like Zillow and charged \$55 to email or provide a download link, which is how it had been done in the past. Other CORs said they charged a fee or posted the Land Books on their website for download. The 2019, 2020, and 2021 Land Book PDFs are now available for download from the King William website. The Commissioner sought the Board’s guidance on whether she could charge a fee and how much for anyone requesting copies of the Land Books in different formats. She also asked if an ordinance would be necessary to charge a fee.

On January 4, 2022, the Commissioner’s Office received a request by a realtor for the property cards for 42 parcels valued at \$2.9 million owned by the City of Newport News. Commissioner Funkhouser asked the realtor why two parcels (38-79 and 38-79A) assessed at \$821,800 were not included on her list. She replied that these parcels may already be under contract. If \$3.7 million worth of real estate is added back to the tax rolls, real estate tax revenue would increase by \$32K per year.

Problems with Edmunds persist including issues with DMV downloads. On January 14, 2022, Commissioner Funkhouser received an email from Bryan Adams with Edmunds stating others had complained about the DMV download issues and it may or may not be fixed. In response to the negative publicity in the Tidewater Review, Bob Edmunds, the owner of the company, scheduled a conference call with the County Administrator and others last Friday.

The DMV download problem was brought to his attention, but there was no promise to fix the problem. Commissioner Funkhouser said she now has seven months of DMV downloads to manually enter plus the year-end download. If she had known four months ago that Edmunds would not fix the problem, her office could have been working on entering the data.

She is also unable to produce a 2022 Land Book. In the last Vision to Edmunds export, newly created parcels were still not being created in Edmunds and the assessed value for 3 out of 11 new dwellings did not transfer correctly. Bright refused to help extract assessment data from our server and she has no solution on correcting the values in Vision so the 2022 Land Book can be created.

Supervisor Garber asked if Systems Engineer, Travis Wolfe, is able to extract the data. Commissioner Funkhouser said she has not been told that he is.

Mr. Ashcraft said the conference call with Mr. Edmunds was positive and the owner understands the County's sense of urgency. He said Mr. Wolfe does all he can with the knowledge he has and then goes to Edmunds when he can go no further. He said the conference call was a good opportunity to get the vendor to understand the County's needs and staff's need to get more comfortable using their product. Regarding charging for Land Book reports, he said he is not sure.

Commissioner Funkhouser said she doesn't feel she should put in the time to run reports for outside groups if the County is not compensated for that time by the requestor.

Chairman Moren asked Commissioner Funkhouser to provide monthly updates so the Board can know if things are moving forward with the Edmunds issues. He asked if Bright's refusal to help has to do with money. Steve Hudgins, Deputy County Administrator, said Bright will not help because the County is no longer their client.

Supervisor Greenwood asked if we could get Bright back and how much it would cost.

Supervisor Moskalski said he'd like Mr. Edmunds to come and speak with the Board. He said the Board had no input or responsibility for choosing Edmunds, nor did current staff. He said the Board doesn't know anything about what was promised and he feels the vendor should be held accountable for delivering what was promised.

Commissioner Funkhouser said not being able to print the Land Book also meant Real Estate tax bills can't be created and that accounts for 46% of the County's revenue.

Vice Chair Hodges asked if we are the only ones having problems with the DMV download. Commissioner Funkhouser said others she has checked with are doing double-entry and some do not assess personal property tax so it doesn't affect them. She said if her office had known they needed to do double-entry, they would have been doing it all along.

At the time the software choice was being made, Supervisor Garber said the previous Commissioner and Treasurer both told him Essex County and others were using Edmunds. Now Commissioner Funkhouser is saying Essex just started using it last October. He asked if Edmunds is contractually obligated to resolve the issues. Mr. Hudgins said they are long past any contractual obligations.

Vice Chair Hodges asked what counties are using Edmunds and assess personal property. Commissioner Funkhouser said possibly Essex County. Vice Chair Hodges said we need to know if this is our problem or do others have the same problem.

Chairman Moren asked if entry can be done manually. Commissioner Funkhouser said yes but they are now seven months behind.

Supervisor Garber asked if Essex is double entering. Commissioner Funkhouser said for land, they enter twice, once in Vision and again in Edmunds. She said they've always been doing this so they are not behind like she is.

Supervisor Greenwood said the Board was told the change to Edmunds was needed because Bright was going under however, now it appears they are not.

Commissioner Funkhouser said the problem is with the data conversion between Bright and Edmunds.

Supervisor Moskalski said the Board needs to have a meeting here with Mr. Edmunds and discuss:

- 1 - what other counties use Edmunds
- 2 - what other counties are having problems
- 3 - what solutions are they offering and when will they be implemented
- 4 - what alternatives exist if Edmunds will not fix our problems

Vice Chair Hodges asked what other departments in the County use Edmunds. Commissioner Funkhouser said almost everyone - COR, Treasurer, Building, Finance, and more.

Supervisor Garber said the former COR and Treasurer told him Edmunds was ideal for finance but there would be problems in their offices. Supervisor Moskalski said he did not see how they had the knowledge to make that statement since they had never used the product.

Mr. Ashcraft will arrange a date for a Special Called Meeting with Mr. Edmunds.

Natasha Joranlien, Director of Financial Services, asked the Board if they had any questions for her regarding Edmunds before she proceeded with the next agenda item.

Chairman Moren asked if Edmunds was working for the Finance Department. Ms. Joranlien said yes. She said Stacie Longest with the School Board also uses Edmunds and they are only

the second School system in Virginia to transition to Edmunds. Ms. Longest has reported that things went well for them and they worked through any problems with Edmunds as they arose.

Ms. Joranlien said the current COR and Treasurer were not part of the business process meetings and couldn't have known how the old systems would work with the new one.

Supervisor Moskalski asked why it should be so difficult with a new COR and Treasurer. Ms. Joranlien said the way King William County does things are different than other counties. Bright was custom-made for each county so it worked as they needed it to. Edmunds is the same.

Supervisor Moskalski said he doesn't understand why Edmunds is not running to fix the problems with all the bad press they're receiving.

Supervisor Garber said the application the COR and Treasurer use is different than what Finance uses. He said the former County Administrator told him to ask the former COR and Treasurer their opinion and they told him there would be problems based on what they'd heard from Essex County.

Ms. Joranlien said the price tag on other similar systems is outrageous and they have modules we don't need. She said Edmunds is the most cost efficient for King William County.

Supervisor Greenwood asked why only two school systems were on Edmunds. Ms. Joranlien said a lot of finance departments are using it and she expects more school systems will as well.

10.b. Financial Overview and Capital Needs – Natasha Joranlien, Director of Finance

Ms. Joranlien presented a financial overview and FY2023 capital needs report. She presented the County's operating fund for FY2022 of \$28,177,949 and said 53% is allocated to the County's operational funding, 5% to capital and debt servicing, and 42% to King William County Public Schools (KWCPS). General Fund revenues in FY2021 were \$25,674,511.

The Real Property Tax Rate in the County has been \$0.86/100 since 2019 and \$19,757,690 was collected in 2020-2021. She showed the historical funding appropriation to KWCPS over the past four years and the Unassigned General Fund balance from FY10 to FY21 noting that the FY21 financials are currently unaudited. She outlined County Growth from 2012 to 2021 and the amounts that make up the County's debt service. She provided a list of needs critical to improving County business processes which included needs from the Courts, Fire & EMS, Parks & Rec, maintenance needs at various County-owned buildings, IT, and a solution to the VPPSA Convenience Center needs.

Chairman Moren asked how the Unassigned Fund grows. Ms. Joranlien said it increases based on revenues exceeding expenditures each year and noted it fluctuates based on these criteria as well.

Supervisor Garber asked if there were price estimates on any of the outlined needs. Ms. Joranlien said not yet – that will be part of budget presentations.

Vice Chair Hodges asked what the Courthouse battery replacement was. Fire Chief, Stacy Reaves, said it was for the 911 radio system.

10.c. Authorizing the County Attorney to Petition the Court for a Special Election – Steve Hudgins, Deputy County Administrator

Mr. Hudgins said the Board needed to pass a motion authorizing the County Attorney to petition the Court for a Special Election to be held November 8, 2022 to replace the Clerk of the Circuit Clerk, Patricia Norman, who is retiring effective January 31st. The Judge has already entered an order appointing Tina Glazebrook as Interim Clerk.

The School Board has also petitioned the Court for their needed Special Election on that day.

Supervisor Garber made a motion to authorize the County Attorney to petition the Court for a Special Election to be held November 8, 2022 to replace the Clerk of the Circuit Clerk. Supervisor Moskalski seconded the motion. The Chairman called for any discussion. The members were polled:

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

10.d. Marijuana Retail Referendum – Steve Hudgins, Deputy County Administrator

Mr. Hudgins said details had recently changed on this issue due to the General Assembly deciding to reconsider the matter.

Any prohibition of retail marijuana sales in the County had to be on this November’s General Election ballot. Deciding to place the matter on the ballot had to be done by August. If the County takes no action, retail sales will be allowed and the County can’t bring the issue forth again. If it’s placed on the ballot and is voted down, the County can bring the issue forth again in the future.

Chairman Moren said he’d like to see the potential revenue, potential ramifications, and what other counties choose to do as well as what the General Assembly decides.

Vice Chair Hodges said it should be left up to the people to vote.

Supervisor Moskalski said he'd like more information presented at a future Work Session after budget season has passed.

August 18th is the deadline to put a referendum on the ballot.

Agenda Item 11. ADMINISTRATIVE MATTERS FROM COUNTY ADMINISTRATOR

11.a. Administration Report – Percy C. Ashcraft, County Administrator

Mr. Ashcraft provided the Board an updated copy of his report (Attachment A). The first Redistricting Advisory Committee meeting was canceled due to weather and has been rescheduled for Thursday, January 27th, at 1:00pm. The meeting will be held in-person in the Board Room and live-streamed via Zoom.

The County is developing an Acceptable Use Policy – guidelines for staff use of internet and County-issued equipment such as laptops, computers, cell phones, and tablets. It will be brought to the February 14th Work Session for the Board's input. Chairman Moren said we need to protect ourselves from ransomware attacks. Supervisor Garber asked if there would be disciplinary action for violating the Policy. Mr. Ashcraft said yes, for habitual offenders, but leniency will be given as staff learns and implements the Policy.

Mr. Ashcraft said the lease on the Virginia State Police tower site has finally been signed by the Attorney General's office. This means the Motorola upgrade project can move forward towards a projected completion date this summer.

Chairman Moren spoke regarding the Broadband kickoff meeting which took place today via Zoom. Mr. Moren, Mr. Ashcraft, and Mr. Hudgins participated in the meeting with All Points Broadband (APB) and the Virginia Department of Housing and Community Development (DHCD). This is the beginning of the contract process. Mr. Hudgins said APB has templates which will help guide us in the process. Chairman Moren said the County has ninety days to finalize the contract. Supervisor Moskalski asked if there were any clarification on the map dot points from the Board's last meeting. Mr. Hudgins said they are related to RDOF and we are still waiting for clarification from APB. Chairman Moren, Mr. Ashcraft, and Mr. Hudgins also have a meeting scheduled this Friday with Breezeline (formerly Atlantic Broadband) to learn more about their RDOF contract in the County.

Mr. Ashcraft shared that Nita McInteer, Human Resources Manager, has done a good job implementing Energov, software that will help with recruitment for new and vacated positions in the County.

\$1,500 has been raised for the Regional Animal Shelter as part of the Betty White Challenge. The RAS also received an unexpected grant of \$1,000 from the Community Foundation for a Greater Richmond.

Mr. Ashcraft said COVID cases in the County are gradually coming down. County staff continues to mask when dealing with the public. Chairman Moren asked when we can relax masking. Mr. Ashcraft said when the County is out of the high impact transmission status, we may be able to relax masking. Chairman Moren said today was the first day for schools to make masking optional. Mr. Ashcraft said Dr. White said he thinks things went as well as can be expected. Students are still required to mask while on school buses.

Supervisor Greenwood said the Planning Commission's Bylaw Committee meeting had been rescheduled to January 27th at 7:00pm in the Board Room.

Supervisor Moskalski mentioned the passing of Resolution 22-09 on the Consent Agenda honoring Reverend Wilbert D. Talley on his 50th anniversary with Third Union Baptist Church. He said Rev. Talley is well known and respected in the County and is a good man. Mr. Ashcraft said he found it exceptional that Third Union has only had six pastors during their 153-year history.

Agenda Item 12. BOARD OF SUPERVISORS' COMMENTS

Supervisor Garber congratulated the KWHS football champions again and said he is happy for them. He noted that May 1st is the deadline to complete the Application for a High Mileage Discount (available through the Commissioner of the Revenue's office). He thanked people for coming and urged people to be careful as COVID is still out there.

Supervisor Greenwood thanked people for coming and congratulated the KWHS football team, coaches, and cheerleaders. He thanked County staff for organizing the meeting and said he hopes issues can be resolved so that we get a good Land Book.

Supervisor Moskalski clarified that he is not upset with any members of staff over the issues with Edmunds – he is upset with Edmunds. He mentioned Mrs. Etta Hill who passed away a few weeks ago and said she was a Nurse Practitioner with TPMG West Point for many years and was the mother of KWHS Coach Howard Hill. He said he was sad Mrs. Hill was gone and she will be missed. He congratulated the football team again and said he was a freshman on the team when they won in 2000. He said he and his family had been involved in a serious car accident recently and all were well. He thanked people for their concern and for checking on them. He noted that this past December marked ten years of service for him on the Board and he is grateful for the opportunity to serve.

Vice Chair Hodges wondered where those on the KWHS championship team were headed next – some to college and probably some to the NFL. He said his sister was out of the hospital and continues to get over COVID. He urged people to get vaccinated. He thanked everyone for coming and said he thought it was going to be a tough budget year.

Chairman Moren congratulated Patricia Norman on her years of service as the Clerk of the Circuit Court and thanked her for her dedicated service to the County. He said Ms. Norman asked not be formally recognized by the Board.

As he was not needed for the Closed Meeting discussions, Mr. McRoberts left the meeting at this time.

Agenda Item 13. CLOSED MEETING

13.a. Motion to Convene Closed Meeting

Supervisor Moskalski made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider a personnel matter involving the appointment of individuals to Boards and Commissions and to consider salaries of specific public employees. Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

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

13.b. Motion to Reconvene in Open Session

Supervisor Moskalski made a motion to reconvene in Open Session. Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

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

13.c. Certification of Closed Meeting

Supervisor Moskalski moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended; the motion was seconded by Supervisor Greenwood. The Chairman called for any discussion. The members were polled:

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

**STANDING RESOLUTION – 1 (SR-1)
A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION
ACT REGARDING MEETING IN CLOSED MEETING**

WHEREAS, the King William County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors on this 24th day of January, 2022, hereby certifies that, to the best of each member’s knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Board of Supervisors.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Board of Supervisors.

DONE this the 24th day of January, 2022.

13.d. Action on Closed Meeting (if necessary)

No action was taken as a result of the Closed Meeting.

Agenda Item 14. APPOINTMENTS

14.a. Resolution 22-07R-2

Vice Chair Hodges made a motion to approve Resolution 22-07R-2 appointing citizens to the Redistricting Advisory Committee. Supervisor Garber seconded the motion. The Chairman called for any discussion. The members were polled:

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

**RESOLUTION 22-07R-2
APPOINTMENTS TO THE KING WILLIAM COUNTY
REDISTRICTING ADVISORY COMMITTEE**

WHEREAS, the Board of Supervisors established a King William County Redistricting Advisory Committee via Resolution 21-80R on October 25, 2021 to advise the Board regarding the required redistricting of the year 2021; and

WHEREAS, the Board of Supervisors now desires to make appointments to the Redistricting Advisory Committee of one citizen from each of the County’s five election districts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that the following individuals are appointed to the Redistricting Advisory Committee for a term which shall end at the adoption of the new election district map.

1 st District	Rev. William Palmer
2 nd District	Mr. Eugene L. Campbell, Jr.
3 rd District	Mr. Steve Adams
4 th District	Mr. D. Straughan Robinson, III
5 th District	Mrs. Jeanette Wagner

DONE this 24th day of January, 2022.

Agenda Item 15. ADJOURN OR RECESS

Supervisor Greenwood made a motion to adjourn the meeting; seconded by Supervisor Moskalski. The Chairman called for any discussion. The members were polled:

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

COPY TESTE:

Edwin H. Moren, Jr., Vice Chair
Board of Supervisors

Christine H. Branch
Deputy Clerk to the Board of Supervisors

ATTACHMENT A



County Administrator's Report

January 24, 2022 Meeting of the Board of Supervisors

Meetings & Special Dates

January

1. West Point Town Council Meeting – January 25, 6:30 p.m.; Town Hall Chambers.
2. Board of Zoning Appeals Meeting – January 26, 7 p.m.; Board Room.
3. Redistricting Advisory Committee Meeting – January 27, 1:00 p.m.; Board Room
4. RAFT Resilience Action Workshop – January 28.
5. Board of Supervisors Budget Work Session – January 31, 7 p.m.; Board Room.

February

1. Planning Commission Meeting – February 1, 7 p.m.; Board Room.
2. Recreation Commission Meeting – February 3, 7 p.m.; Community Center
3. Social Services Board Meeting – February 7, 5 p.m.; Social Services Community Room.
4. Economic Development Authority Meeting – February 9, 7 p.m.; Board Room.
5. Board of Supervisors Joint Work Session w/Planning Comm. & EDA – February 14, 7 p.m.; Board Room.

Notes & Updates

1. Personnel
 - a. William Morey promoted to Assistant Fire Chief.
 - b. Savannah Liverman hired as certified Fire/Medic.
 - c. Teresa Jones hired as Assistant II in Social Services.
 - d. Anthony Swinson resigned as Building Official.
 - e. Asia Velazquez hired as Benefit Program Specialist in Social Services. Will become Family Services Specialist as of February 1st.
 - f. Robert Outlaw hired as Benefit Program Specialist I in Social Services (2/7).
 - g. Fernanda Orrantia-Lopez hired as Benefit Program Specialist II in Social Services (2/7).
2. Congressman Rob Wittman expected to remain in First District after redistricting maps were developed.
3. The unemployment rate in King William County in November was 2.4 percent.
4. Staff is currently developing an Acceptable Use Policy for phones and other devices.
5. Renovation of the Conference Room area is complete. Temporary chairs will be placed in the room from other offices until new ones arrive that have been purchased.

6. An “archaeological dig” is underway on the triangularly-shaped green space between Route 30 and Courthouse Road.
7. Parks & Recreation youth basketball got underway January 15, but COVID-19 forced cancellation of games for January 21. Director Kayla Huffman is hopeful practices can resume this week and games will be played again on January 28.
8. Third County newsletter was published January 21 to complement the website, Facebook, Twitter, and County Administrator’s blog to increase public awareness of matters happening within King William County. Residents can get on the distribution list by filling out the form on the website, or they can read it from our webpage.
9. Members of the BOS and County Staff attended a meeting virtually on January 24 with State officials and representatives from All Points to discuss next steps with the broadband project.
10. Staff has met with a representative from King William Volunteer Rescue Squad regarding the agreement that was signed two years ago after the County took over the building. The agreement is under review by the County Administrator and County Attorney.
11. Human Resources Director Nita McInteer is nearing completion of the installation of new software, Energov, that should help in the recruitment for new and vacant positions.
12. The Betty White Challenge to raise money for animal shelters nationwide has netted \$1,520 as of today. The Regional Animal Shelter has also received a donation from the Community Foundation for a Greater Richmond for \$1,000.
13. On the Consent Agenda this evening is a Congratulatory Letter for the Rev. Wilbert D. Talley, who will be celebrating 50 years of service in April to the congregation of Third Union Baptist Church. The Church was established in 1869 and has had only 6 pastors during its 153-year history.
14. The Attorney General has approved the lease for the State Police tower for the new Public Safety Radio System. This should allow the project to move at full speed now with implementation later this summer.
15. VDOT representative Lee McKnight will attend the March 14 meeting of the BOS as requested.

COVID-19 Update:

- a. King William County is averaging 40 new cases per the most recent seven-day average as of January 14.
- b. King William County residents have experienced 2,987 cases of COVID-19 since February, 2020 as of January 14. A total of 80 required hospitalization and 27 passed away.
- c. County Government continues to follow a mask policy when dealing with the public and non-vaccinated personnel.
- d. COVID-19 Antigen at-home test kits are available at no cost.

AGENDA ITEM 7.a.ii.

January 31, 2022 Budget Work Session Draft
Minutes

**DRAFT MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
BUDGET WORK SESSION MEETING OF JANUARY 31, 2022**

A budget work session meeting of the Board of Supervisors of King William County, Virginia, was held on the 31st day of January 2022, 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 Moren called the meeting to order.

Agenda Item 2. ROLL CALL

The members were polled:

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

Agenda Item 3. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Supervisor Moskalski moved for the adoption of the amended agenda for this meeting as presented; motion was seconded by Supervisor Garber. The Chairman called for any discussion. The members were polled:

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

Agenda Item 4. BUDGET WORK SESSION MATTERS

County Administrator, Percy Ashcraft, introduced the meeting and stated the purpose of the multiple budget work sessions was to provide information in manageable portions rather than holding an all-day session with all information provided at once.

4.a. Health Department Budget Presentation – Krystal Reagan, Business Manager & Brenden Rivenbark, Chief Operating Officer

Ms. Reagan introduced Mr. Rivenbark. Mr. Rivenbark gave an overview of the services provided by the Three Rivers Health District. They monitor infectious diseases, coordinate the dissemination of vaccines, hold family services clinics, connect citizens to social support, offer environmental health

programs, and perform septic/well inspections. They also provide COVID-19 testing and vaccinations. Mr. Rivenbark said the department's mobile clinic has enough resources to outlast the pandemic and they are scaling up their CPR training resources.

Ms. Regan said the department's budget request changes are mainly in response to the General Assembly's JLARC study. They are implementing a 7.35% increase over three years (2022-2024) which equates to 2.45% per year or \$158,224. The General Assembly's contribution is reducing which is why the County's share is increasing. The department expects revenues of \$91,000. King William's contribution covers a Nurse Practitioner and Registered Nurse in the DSS/Health Dept. building, rent, and IT services. The epidemiologist, and junior epidemiologist are covered out of a separate funding source (WIC grant).

Supervisor Garber asked if last year's County funding was \$140,000.

Chairman Moren said the department had received \$15 million in CARES funding and asked if it's been extended. Ms. Regan said some grants are ongoing through 2023-2024 such as COVID tracing, testing, and vaccination staff.

Supervisor Moskalski asked what the department's overall funding between state and local was last year. Ms. Regan said \$451,856.

Vice Chair Hodges asked if the department pays rent to the County for their space in the McAllister building. Ms. Joranlien said yes, the revenue comes back to the County.

Supervisor Garber asked if the IT expenses also came back to the County. Ms. Joranlien said not all, only the phone portion.

Chairman Moren asked why the Nurse Practitioner made less than the Registered Nurse. Ms. Regan said the Nurse Practitioner's salary is split between localities whereas the RN is for King William County only.

4.b. Social Services Budget FY 2022 Budget Update - Letecia Loadholt, Director of Social Services

Ms. Loadholt explained the Appropriations Act of FY22 approved a 5% pay increase for all LDSS staff claimed as reimbursable in the LASER system as of July 1, 2021 Performance based salary increases did not count towards the 5%. King William County approved a 3.5% increase for FY22. The remaining 1.5% can be absorbed by the current DSS FY22 budget and must be paid retroactively to all people employed at that time.

Chairman Moren asked if they were anticipating any raises for this coming fiscal year. Ms. Loadholt said no.

Supervisor Moskalski said he lamented the fact we can't provide retroactive raises for our own staff who did not get raises.

Supervisor Garber said the money is there.

Ms. Loadholt said the money came from the State, not the localities.

Chairman Moren said if the Board doesn't approve this, the money goes back to the State.

Ms. Joranlien said the budget is not being amended so a resolution is not needed.

Supervisor Garber made a motion to approve the remaining 1.5% pay increase. Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

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

4.c. Split Levy Information & Intent - Steve Hudgins, Deputy County Administrator

Mr. Hudgins went through the provided slide presentation. Split levy legislation was passed in July 2014 allowing the Town of West Point to maintain its own school division separate from King William County. A special tax district exists to fund King William County Public Schools from revenues sourced outside of the Town of West Point. West Point citizens pay taxes to the Town to fund the West Point School Division as well as other Town services.

A separate Split Levy Agreement was originally signed on December 5, 2013 reconciling the fact that West Point provides certain services within the Town (besides the school system) that would otherwise fall to the County to provide, thereby reducing the extent and cost of Countywide services. The agreement was extended on August 28, 2018.

In a separate agreement begun in 2012, the Town of West Point agreed to pay King William County \$40,000 annually for dispatch services the County provides to the Town. That amount is not annually adjusted and remains in effect. It was signed again in 2017 and renews annually.

Chairman Moren asked what the cost would be if it were adjusted annually. Ms. Joranlien said the cost to the County has increased about \$8,000. Chairman Moren asked if the County gives the Town \$48,000 in services for \$40,000. Supervisor Moskalski said they couldn't come to an agreement so the amount was left at \$40,000. Supervisor Greenwood asked if there was a new system. Supervisor Moskalski and Vice Chair Hodges said that doesn't affect this. Chairman Moren asked again if the County is providing greater than \$40,000 worth of dispatch services. Vice Chair Hodges said they can't split the system to where West Point can operate independently. Ms. Joranlien said she'd work with Sheriff Walton to see what the costs actually are and if they are being covered by the \$40,000.

Supervisor Garber asked if amounts given to the County by the Town for grants come from the Town. Ms. Joranlien said the funds come directly to the County.

Chairman Moren said it's not as simple as reducing the rate. Mr. Hudgins said there are a lot of other considerations.

Supervisor Garber asked if the funds were required to go to schools. Supervisor Moskalski said if the funds were to go to the General Fund, we'd be subsidizing West Point and artificially depressing what the Town pays. He said the funds have to go to KWCPs or the Town is getting a tax break. Supervisor Moskalski said the downside is the County doesn't get any increase from business because BPOL all goes to KWCPs.

Mr. Hudgins asked if there were expenses that effected only Districts 2-5 other than just the schools. Ms. Joranlien asked if the County found our Real Estate and Personal Property were going up, could we adjust the rate to the schools.

Chairman Moren said we need to keep a close eye on this issue.

Chairman Moren asked that Item 4.g. be considered next in order to allow the various Fire & EMS representatives to present and leave if desired. There was no objection from the Board.

4.g. Overview of Contributions to Volunteer Fire Departments - Natasha Joranlien, Director of Financial Services, and Stacy Reaves, Fire Chief

West Point – Andrew Smith, Acting Fire Chief

Supervisor Garber asked if West Point was hiring a Fire Chief. Mr. Ashcraft said yes. Mr. Smith said yes, they are hoping to hire someone to start in the next six months.

Supervisor Garber asked what the salary will be. Mr. Smith said the salary for the position is posted online (\$65,014.66-\$82,942.82). Supervisor Garber asked if there would be other full-time employees. Mr. Smith said no, just the Fire Chief. No funding from New Kent or King & Queen Counties would be received for this position.

Mr. Smith said the Town is asking for a budget increase from King William County to staff night crews. The cost would be split between the County and the Town.

Supervisor Moskalski asked what area they cover in the County. Mr. Smith said up to Jim Hall Store. Out of a total of 567 calls to WP, they ran 82 calls for King William County. They also ran 45 calls to New Kent and New Kent came to WP 65 times.

Chairman Moren asked if the County ran calls to West Point. Mr. Smith said it was very rare.

Chairman Moren asked what the impact would be if WP were to receive level funding. Mr. Smith said there would be no guarantee of fire or ALS care at night.

Supervisor Garber asked what led to the decision to hire a full-time Fire Chief. Vice Chair Hodges said it's been a goal of the Town.

Supervisor Moskalski said WP has 2 people available 24/7 who are fire/ALS certified. He asked who owns the building. Mr. Smith said the West Point Volunteer Fire Department owns the building and all the equipment.

Supervisor Garber asked if they receive money from West Rock. Mr. Smith said not much over the years. Supervisor Moskalski said their tax share provides funding.

Supervisor Moskalski said West Point comes to his district a lot or New Kent does thanks to their mutual aid agreement.

Mr. Smith said the Town pays taxes which also contribute to Fire/EMS.

Chairman Moren asked when the County department went to paid staff. Supervisor Moskalski said 2016'ish. Supervisor Garber said Mangohick provides services for the other end of the County. Vice Chair Hodges said they were offered the same deal as West Point but turned the County down.

Vice Chair Hodges asked if Mangohick could increase service likewise. Answer unknown. He said it's been proposed to West Point and they're also working through the budget process.

Walkerton – Robert Coleman

Mr. Coleman said Walkerton ran 171 calls last year, 61% were in King William County. They have been provided coverage to King William County since 1954.

Last year they replaced their tanker on their own through grants and fundraising.

Supervisor Garber asked how much they received from King Queen County. Mr. Coleman said \$22,000 plus they cover all insurance costs including on the equipment, building, and people. The building and equipment are all owned by the volunteer organization.

Chairman Moren asked what calls they are currently unable to meet. Mr. Coleman said it's challenging in the daytime due to their all-volunteer staff. He said they are very stable financially because they run a frugal and thrifty operation.

Vice Chair Moren asked if they have paid personnel. Mr. Coleman said no. He said King & Queen County have paid staff and the County may want to consider having a separate mutual aid agreement with them.

Mangohick – Alyssa Yopp

Ms. Yopp runs the business operations and handles grant writing. Mangohick's Chief and Assistant Chief were both working their full-time jobs today and could not be here.

Supervisor Garber asked if they were to receive part-time employee funding from the County, would they be able to fill their volunteer voids and have a 24/7 operation. Ms. Yopp said she'd need to have a better understanding of how that might work to answer the question.

Ms. Yopp said there is currently no incentive program for volunteers and they are looking at what others are doing around the country and trying to get more information to see what's possible.

Chairman Moren asked if it was an apparatus issue or a people issue. Ms. Yopp said both. She said they are currently constructing a new building to house their ambulances so they would not be in the same place as the fire trucks. This should be completed in Fall 2022. Currently, if an ambulance is blocked in by a fire truck, they must have someone qualified available to move it in order to get the ambulance out. The new building would avoid that.

Supervisor Moskalski asked if their request sufficient to do what they need. Ms. Yopp said it's a skeleton budget and they are concerned their fundraising goals won't be met. They're looking at grants for equipment that's nearing end of life. The need capital funding this year, which hasn't been given in past years. She said operation costs will go up with the new building but they did not factor that into their request.

Ms. Yopp said they enjoy the better relationship they have with the County.

4.d. Staffing Requests - Nita McInteer, Human Resources Manager

Ms. McInteer listed the positions which have been requested by department heads to be added to the FY23 budget - Payroll Specialist, IT System Analyst, RAS Program Coordinator, Commonwealth's Attorney Office Records Manager (increase current part-time position to full-time), and a Meter Technician/Locator.

Chairman Moren asked the total dollar increase. Ms. McInteer said about \$150,000 plus benefits.

Supervisor Garber asked how much was in the Commonwealth Attorney's budget now. Ms. McInteer said \$27,000. They are anticipating funding the full-time position at the lower end of the scale - \$34,233.

Chairman Moren asked if utility fees could pay for the new position requested. Mr. Hudgins said possibly. Vice Chair Hodges asked if it was unusual for a Meter Tech to do installs. Mr. Hudgins said it is a trained position. Supervisor Moskalski asked if the salary were sufficient for a trained individual. Mr. Hudgins said yes.

4.e. Development Fees Review - Steve Hudgins, Deputy County Administrator

Mr. Hudgins presented the current fee schedules for the Building, Planning & Zoning, and Utilities departments along with staff recommended changes.

Land disturbance services are much more time-intensive than residential which is the reason for those suggested changes. Recommended changes to the utility fee schedule offset the cost of the department doing the installation rather than a contractor for smaller meters. Larger ones require additional expertise and still require the use of a contractor. No Building Department fee changes are suggested. Residential dwelling permits are the same cost regardless of square footage. Reinspection fees occur after two fails.

Chairman Moren asked if there's a conceptual plan fee in the new Zoning Ordinance. Sherry Graham, Director of Planning, said it's not in there now but can be considered.

Vice Chair Hodges asked what the utility revenue was for last year. Mr. Hudgins said Utilities, Water & Sewer was \$1,273,941. Mr. Hudgins will send all revenue figures to the Board members.

Chairman Moren asked if we are keeping up with new construction revenues. Mr. Hudgins said yes.

Vice Chair Hodges asked if revenue has increased over last year. Mr. Hudgins said yes because the number of inspections has increased.

4.f. County Vehicle Mileage Report & Vehicle Requests - Natasha Joranlien, Director of Financial Services

Ms. Joranlien provided a listing of all County-owned vehicles including their year and current mileage. FY23 requests include the replacement of one Utility Department vehicle with over 200,000 miles which would be funded through utility revenue with an expected cost of \$45,000. Parks & Rec is requesting a County vehicle to reduce the use of personal vehicles for County purposes. A higher mileage vehicle from another department may be transferred to them, and a new vehicle purchased for that department. Social Services may be able to get state help to get another vehicle there or the one fleet vehicle currently assigned to Admin may be transferred and replaced. The Sheriff's department is requesting replacing one Interceptor at approximately \$52,000, and one Animal Control vehicle at approximately \$45,000.

Supervisor Garber asked if we did a lease/purchase last year. Ms. Joranlien said yes. Vice Chair Hodges asked if we'd do the same this year. Ms. Joranlien said possibly we'd buy it outright since it's only one but she is looking at all options.

Chairman Moren asked what the cost estimates are based on. Ms. Joranlien said she based it on the most recent purchases and quotes from dealerships under state contracts.

4.h. Station One Information - Natasha Joranlien, Director of Financial Services

Ms. Joranlien provided FY22 expenditures for Station One at Vice Chair Hodges' request.

Vice Chair Hodges asked how many total employees are there. Ms. Joranlien said 19 full-time. Vice Chair Hodges said they want six more. He asked how many Chiefs there are. Chief Reaves said three - himself, the Assistant Chief, and the Battalion Chief, each of whom perform different roles.

Chairman Moren asked if the additional six would give them the capability to cover Central Garage and put a staffed unit in an unserved area. Chief Reaves said yes.

Supervisor Moskalski asked the difference in the amount West Point is asking for vs. having our own staffing. Chief Reaves said part-time staffing with no benefits would be around \$15-20/hour per person; full-time for all six would be around \$310,000-350,000.

Vice Chair Hodges asked why a fire engine was sent on an overdose call. Chief Reaves said they are reviewing that call now to see if the correct decision was made. Generally, the engine contains the extra personnel needed on many calls. It also contains all the medical equipment, plus extraction tools. If it's thought these tools are needed, the engine is dispatched to the call along with the ambulance.

4.i. Consideration of a Special Called Meeting on February 10th with Edmunds – Percy Ashcraft, County Administrator

Mr. Ashcraft said Mr. Edmunds is available February 10th via Zoom. If they prefer an in-person meeting, Mr. Edmunds could be available on a future date.

Supervisor Moskalski said he prefers to have more complete information before Edmunds comes in. He said we should hold off a bit and clarify what's being asked and what's being provided.

Chairman Moren asked if there have been ongoing discussions with Edmunds. Mr. Ashcraft said yes, with himself, IT, and others.

Supervisor Garber asked if this should be a Closed Meeting discussion since it involves a contract. Mr. Ashcraft suggested they get together a list of questions and issues and schedule a time to speak with Edmunds and all involved parties via Zoom rather than holding a Special Called Meeting. The general consensus of the Board was to follow Mr. Ashcraft's suggestion.

Agenda Item 5. BOARD OF SUPERVISORS' REQUESTS

Supervisor Garber had no requests.

Supervisor Greenwood had no requests.

Supervisor Moskalski said he looks forward to more productive budget meetings.

Vice Chair Hodges thanked everyone for coming and said it's going to be a tough year.

Chairman Moren commended staff for tonight's meeting and said he likes breaking the budget meetings into small chunks rather than having one day-long meeting.

Agenda Item 6. CLOSED MEETING

6.a. Motion to Convene Closed Meeting

Vice Chair Hodges made a motion to convene in Closed Meeting in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made and in accordance with Section 2.2-3711 (A)(1) to consider a personnel matter involving the salary of specific public

employees and to consider the discipline of a specific public appointee. Supervisor Greenwood seconded the motion. The Chairman called for any discussion. The members were polled:

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

6.b. Motion to Reconvene in Open Session

Supervisor Moskalski made a motion to reconvene in Open Session. Supervisor Garber seconded the motion. The Chairman called for any discussion. The members were polled:

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

6.c. Certification of Closed Meeting

Supervisor Moskalski moved for adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended; Vice Chair Hodges seconded the motion. The Chairman called for any discussion. The members were polled:

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

**STANDING RESOLUTION – 1 (SR-1)
A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT
REGARDING MEETING IN CLOSED MEETING**

WHEREAS, the King William County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors on this 31st day of January, 2022, hereby certifies that, to the best of each member’s knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered in the closed meeting to which this certification resolution applies, by the King William County Board of Supervisors.
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King William County Board of Supervisors.

DONE this the 31st day of January, 2022.

6.d. Action on Closed Meeting (if necessary)

No action was taken as a result of the Closed Meeting.

Agenda Item 7. ADJOURN OR RECESS

Supervisor Moskalski made a motion to adjourn the meeting; seconded by Vice Chair Hodges. The Chairman called for any discussion. The members were polled:

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

COPY TESTE:

Edwin H. Moren, Jr., Vice Chair
Board of Supervisors

Christine H. Branch
Deputy Clerk to the Board of Supervisors

AGENDA ITEM 7.b.

Approval of Expenditures - January 2022



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

MEMO

DATE: Febbruary 28, 2022
 TO: King William County Board of Supervisors
 FROM: Natasha Joranlien, Director of Financial Services
 SUBJECT: Monthly Expenditures - January 2022

County Administration Expenditures (excluding Payroll)

Checks and ACH processed	1,768,562.07
Transfer from Treasurer to Schools	805,940.58

County Administration Payroll

Payroll Net	366,932.36
Employer Benefit Portion	137,185.38
Employer State Unemployment	4,681.76
Employer FICA/Med Portion	38,420.17
County Costs	547,219.67
<i>Employee Portion of Taxes</i>	<i>102,911.82</i>
<i>Employee Portion of Benefits</i>	<i>57,591.20</i>
	707,722.69

ARPA Funds (Fund 215)

Comprehensive Services Act	9,175.70
	40,456.56

Department of Social Services Expenditures (excluding Payroll)

Checks and ACH processed	26,055.33
--------------------------	------------------

DSS Payroll

Payroll Net	42,442.71
Employer Benefit Portion	16,077.16
Employer State Unemployment	932.46
Employer FICA/Med Portion	4,328.76
DSS Costs	63,781.09
<i>Employee Portion of Taxes</i>	<i>9,949.71</i>
<i>Employee Portion of Benefits</i>	<i>7,623.51</i>
	81,354.31

TREASURER MANUAL CHECKS ISSUED

<i>Expenses</i>	-	waiting on TRE cks
<i>Refunds</i>	10,899.99	
<i>Pass Thru</i>	987.15	
	11,887.14	

Total County Administration, CARES, Social Services, CSA, & Treasurer Manual Checks	3,273,078.14
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AGENDA ITEM 7.c.

Resolution 22-11 - Updating the Representative Appointment to the Middle Peninsula Chesapeake Bay Public Access Authority (MP-PAA)

RESOLUTION 22-11

**UPDATING THE KING WILLIAM COUNTY APPOINTMENT TO SERVE ON THE MIDDLE
PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY BOARD OF DIRECTORS**

WHEREAS, the Middle Peninsula Public Access Authority (MP-PAA) was created by the Virginia General Assembly on April 7, 2002, and ratified by participating localities on June 13, 2003, in recognition of shorelines as high priority natural areas and the need to set aside shorelines and other lands for access by citizens for various types of recreational activities; and

WHEREAS, member localities include the Counties of Essex, Gloucester, King & Queen, King William, Mathews, and Middlesex and the Towns of Tappahannock, Urbanna, and West Point; and

WHEREAS, the MP-PAA provides for the appointment, by the respective member governing bodies, of a Primary and Alternate Representative from each member locality with such appointment and associated representation starting and ending at the pleasure of the governing body; and

WHEREAS, the King William County Board of Supervisors previously appointed Trenton L. Funkhouser to serve as the Primary Representative on January 24, 2011, with no term expiration, and Bret Schardein as the Alternate Representative on February 25, 2013, with no term expiration; and

WHEREAS, it is now necessary to update these appointments because these individuals are no longer employed by King William County and because the MP-PAA legal

*Proposed for Adoption by King William County Board of Supervisors
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22 representative has asked for updated appointments which comply with the By-Laws of the
23 MP-PAA by all member localities; and

24 **WHEREAS**, Virginia Code [§15.2-6604](#) states, “The governing body of each
25 participating political subdivision shall appoint either one or two directors, one of whom
26 shall be a member of the appointing governing body or its chief operating officer.”; and

27 **WHEREAS**, the MP-PAA By-Laws state King William County shall appoint one
28 Director and that “The governing body of each member political subdivision may appoint
29 an alternate whose term shall be the same as the director of each political subdivision.”

30 **NOW THEREFORE, BE IT RESOLVED** that the King William County Board of Supervisors
31 appoints the King William County Administrator to serve as the County’s Primary Director
32 on the Middle Peninsula Chesapeake Bay Public Access Authority, and the King William
33 County Director of Planning to serve as the County’s Alternate, each for four-year terms
34 expiring December 31, 2025, or until such time successors are appointed and qualified;
35 and

36 **BE IT FURTHER RESOLVED** that the King William County Board of Supervisors may
37 remove at any time, without cause, any Director appointed by it and appoint a successor
38 Director to fill the remaining portion of the removed director's term.

39 **DONE** this 28th day of February, 2022.

AGENDA ITEM 7.d.

Resolution 22-12 - Appropriating Department of Education HVAC Replacement & Improvement Grant Funds For King William County Public Schools Hamilton-Holmes Middle School (HHMS) HVAC Projects

RESOLUTION 22-12

**APPROPRIATING DEPARTMENT OF EDUCATION HVAC REPLACEMENT &
IMPROVEMENT GRANT FUNDS FOR KING WILLIAM COUNTY PUBLIC SCHOOLS
HAMILTON-HOLMES MIDDLE SCHOOL (HHMS) HVAC PROJECTS**

WHEREAS, the Commonwealth of Virginia Department of Education accepted applications for an HVAC Replacement & Improvements Grant; and

WHEREAS, King William County Public Schools was awarded \$403,080 to assist with repairs of HVAC equipment at Hamilton-Holmes Middle School; and

WHEREAS, the King William County Public School Board approved the appropriation and expenditure of these funds at their February 15, 2022 meeting; and

WHEREAS, the King William County Board of Supervisors wishes to amend its FY2022 School budget to reflect the receipt and expenditure of these funds as follows:

Revenues: Virginia Department of Education Grant Award \$403,080

Expenditures: HVAC Replacement & Improvement at HHMS \$403,080

NOW, THEREFORE, BE IT RESOLVED by the King William County Board of Supervisors that the FY2022 Budget is amended via appropriation to reflect the above amounts within the King William County Public Schools Capital Improvement Fund for HVAC replacement and improvement work at Hamilton-Holmes Middle School.

DONE this the 28th day of February 2022.

SCHOOL BOARD AGENDA ITEM

MEETING DATE: February 15, 2022 FY22-05

Closed Session: _____

Special Recognition/Announcement: _____

Instructional Highlights: _____

Consent: _____

Action: X

Information/Discussion: _____

Materials for Board Review : _____

STAFF OR BOARD CONTACT PERSON: Staci Longest, Director of Finance

SUBJECT: HVAC Replacement & Improvement Grant

Department of Education accepted applications for HVAC Replacement & Improvements Grant; King William County Public Schools was awarded \$403,080 to assist with the repairs at HHMS HVAC.

Revenue increase FY22- \$403,080.00

Expense increase FY22- \$403,080.00

Total of \$403,080.00

Recommended Action: Motion to accept budget amendment of funds and additional funding from the Commonwealth of Virginia and request the Board of Supervisors to appropriate at a future meeting.

AGENDA ITEM 7.e.

Resolution 22-13 - Recognizing and Honoring
March 2022 as Women's History Month

RESOLUTION 22-13

RECOGNIZING AND HONORING MARCH 2022 AS WOMEN'S HISTORY MONTH

WHEREAS, since 1987, Congress has passed resolutions requesting and authorizing the President to proclaim March of each year as Women's History Month to commemorate and encourage the study, observance and celebration of the vital role of women in American history; and

WHEREAS, women of every race, class, and ethnic background have made historic contributions to the growth and strength of our society in countless recorded and unrecorded ways; and

WHEREAS, the leadership of women in elected office serves as an example of community and civic engagement for girls and women in King William County; and

WHEREAS, women have played and continue to play critical economic, cultural, and social roles in every sphere of life by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, women have played a unique role throughout the history of society by providing the majority of the volunteer labor force; and

WHEREAS, women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, women have served our country courageously in the military; and

WHEREAS, women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

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25 **WHEREAS**, additional education is needed to increase the knowledge of all citizens
26 relative to the contributions of women and opportunities for girls and women to develop
27 their leadership skills and to eliminate bias in education and the workforce;

28 **NOW THEREFORE, BE IT RESOLVED** that the King William County Board of Supervisors
29 does hereby recognize and honor March 2022 as Women’s History Month.

30 **DONE** this 28th day of February, 2022.

DRAFT

AGENDA ITEM 8.a.

Accreditation Presentation to King William County
Sheriff's Department

AGENDA ITEM 9.a.

Ordinance 01-22 - Approving Proffer Amendment
01-2022: McCauley Park LLC - Sherry Graham,
Director of Planning

**Ordinance and Resolution packet available for
download as a separate file from
<https://kingwilliamcounty.us/AgendaCenter>.**

ORDINANCE 01-22

PROFFER AMENDMENT 01-2022 ASSOCIATED WITH CONDITIONAL REZONING APPLICATION Z-02-01 - (Z-02-01 AMENDMENT) - OWNER: MCCAULEY PARK, LLC

WHEREAS, McCauley Park, LLC applied for CUP 10-2021 to construct 120 Townhouses on tax map parcel 21-50, Section 2 requiring the Board of Supervisors to approve a Proffer Amendment for Tax Map Parcel 21- 50, Section Two, to amend the existing Proffers initially approved on June 25, 2001, with re-zoning Z-02-1 and amended on September 25, 2017; and

WHEREAS, the Owner is requesting the following two proffer amendments:

Proffer C.1. of Case Z-02-01 to hereby be amended and replaced with the following:

Density Restriction. No more than 120 (120) townhouse units may be developed within Parcel Two as shown on the McCauley Park Townhomes Preliminary Plan dated September 30, 2021.

Proffer C.5. of Case Z-02-01 to hereby be amended and replaced with the following:

Exterior Walls. Visible portions of the exterior wall surfaces (exclusive of windows) about the foundation of multi-family buildings shall be of fiber cement board (Hardiplank) siding, brick, or brick veneer construction, vinyl siding, or cement siding; and

WHEREAS, all other conditions and proffers of Case Z-02-01 shall remain in full force and effect; and

WHEREAS, the King William County Planning Commission conducted a duly advertised public hearing on February 16, 2022 and voted to recommend approval of Proffer Amendment 01-2022; and

WHEREAS, the Board of Supervisors conducted a duly advertised public hearing on February 28, 2022 to consider the above proffer amendments associated with Conditional Zoning Application Z-02-01;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, that the Board of Supervisors of King William County, Virginia, approves the amended proffers as stated in the preambles above associated with Conditional Zoning Application Z-02-01 such amended proffers to be recorded in the Clerk's office of the Circuit Court of King William County.

ADOPTED this the 28th day of February, 2022.

AGENDA ITEM 9.b.

**Resolution 22-14 - CUP-10-21: Owner/Applicant -
McCauley Park LLC - Sherry Graham, Director of
Planning**

RESOLUTION 22-14

APPROVING CONDITIONAL USE PERMIT (CUP) 10-21

TAX MAP PARCEL 21-50 – MCCAULEY PARK SUBDIVISION TOWNHOMES

1
2
3
4
5 **WHEREAS**, the applicant is requesting a Conditional Use Permit to construct 120
6 townhouses in an area of the McCauley Park Subdivision that was previously approved for
7 multi-family apartments, such property located on tax map parcel 21-50 is currently served
8 by public water and sewer and consists of approximately 29.4 acres; and

9 **WHEREAS**, a goal in the current King William County Comprehensive Plan is to
10 provide a variety of safe, decent, affordable, and quality housing opportunities, and to
11 encourage the development of a variety of housing types to accommodate current and future
12 citizens of varying ages, stations in life, and income levels; and

13 **WHEREAS**, King William County Code Article X, Section 86-456 states that a
14 conditional use permit should be approved if it found that the location is appropriate and
15 not in conflict with the comprehensive plan; the public health, safety, morals, and general
16 welfare will not be adversely affected; adequate utilities and off-street parking facilities will
17 be provided; necessary safeguards will be provided for the protection of surrounding
18 property, persons, and the neighborhood values; and

19 **WHEREAS**, the King William County Planning Commission held a duly advertised
20 public hearing on December 7, 2021 and voted 5-0 to recommend approval to the Board of
21 Supervisors with the condition that the developer will meet all requirements listed in Section
22 86-162; and

23 **WHEREAS**, the King William County Board of Supervisors tabled consideration of
24 CUP 10-21 via Resolution 21-91 on December 27, 2021 until such time as any necessary
25 proffer amendments are considered by the King William County Planning Commission; and

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26 **WHEREAS**, the King William County Planning Commission conducted a duly
27 advertised public hearing on February 16, 2022 and voted to recommend approval of
28 Proffer Amendment 01-2022; and

29 **WHEREAS**, the Board of Supervisors conducted a duly advertised public hearing on
30 February 28, 2022 and voted to approve Ordinance 01-22 approving Proffer Amendment
31 01-2022;

32 **NOW, THEREFORE, BE IT RESOLVED**, the King William County Board of Supervisors
33 hereby approves CUP 10-21, with the condition that the developer will meet all
34 requirements listed in Section 86-162.

35 **DONE** this 28th day of February, 2022.

AGENDA ITEM 10.a.

Resolution 22-15 - Clarification of Board
Appointment to the King William County Planning
Commission

RESOLUTION 22-15

**CLARIFICATION OF BOARD APPOINTMENT TO THE
KING WILLIAM COUNTY PLANNING COMMISSION**

WHEREAS, Virginia Code section 15.2-2212 states one member of the Planning Commission may be a member of the governing body of the locality and the term of such member shall be coextensive with the term of office to which the member of the governing body has been elected; and

WHEREAS, the statute further says the Board may choose at its annual meeting whether to appoint someone else, but lacking such an action, the appointed supervisor shall serve on the Planning Commission until the conclusion of their term in office; and

WHEREAS, the Board of Supervisors appointed Stephen K. Greenwood to serve as the Board of Supervisors Representative on the King William County Planning Commission on January 10, 2022 via Resolution 22-03;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that Supervisor Stephen K. Greenwood's term expiration as the Board of Supervisors Representative on the King William County Planning Commission shall conclude on the same date his term in office concludes unless the Board decides at a future annual meeting to appoint someone else.

DONE this 28th day of February, 2022.

[Note: Language approved by County Attorney 02-15-22]

AGENDA ITEM 11.a.

Authorizing the Advertisement of a Public Hearing
Regarding Borrowing Prospects - Percy C. Ashcraft,
County Administrator (Attachment Added)

**RESOLUTION REQUESTING THE BOARD OF SUPERVISORS
TO ISSUE GENERAL OBLIGATION SCHOOL BONDS FOR
SCHOOL PURPOSES AND CONSENTING TO
THE ISSUANCE THEREOF**

BE IT RESOLVED:

1. The School Board of the County of King William (the "School Board") hereby (i) requests, pursuant to Section 15.2-2640 of the Code of Virginia, 1950, as amended (the "Code"), that the Board of Supervisors of the County of King William (the "County") cause the County to issue its general obligation school bonds (the "Bonds") in an aggregate principal amount not in excess of \$7,205,000.00, but with the objective of providing up to \$6,875,000.00 in net proceeds, to finance HVAC projects within the district school buildings, which constitute capital projects for public school purposes and (ii) consents, pursuant to Section 15.2-2638.B(iii) of the Code and Article VII, Section 10(b) of the Constitution of Virginia, to the issuance of the Bonds.

2. Further, the School Board consents to and authorizes an application to the Virginia Public School Authority (the "VPSA") for the purchase of the Bonds by the VPSA as part of its 2022 Spring Pooled Bond Sale. The Chairman of the School Board, the Superintendent of the schools of King William County School Division (the "Schools"), and such other officer or officers of the School Board or the Schools as either may designate (the "Authorized Officers") are hereby authorized to decrease the amount of proceeds requested to the extent the County and such Authorized Officers deem it necessary to issue the Bonds in an amount less than provided in paragraph 1 above.

3. The Authorized Officers are hereby authorized and directed to execute and deliver on behalf of the School Board a Use of Proceeds Certificate and Tax Compliance Agreement (the "Tax Compliance Agreement") setting forth the expected use and investment of the proceeds of the Bonds and containing such covenants as may be necessary for the bonds issued by VPSA in the Spring of

2022 (the "VPSA Bonds") to show compliance with the provisions of the Internal Revenue Code of 1986, as amended (the "Tax Code"), and the applicable regulations. The School Board covenants on behalf of itself and the Schools under its governance that the School Board and the Schools shall comply with the provisions of the Tax Compliance Agreement and the Tax Code so that the interest on the VPSA Bonds is excludable from gross income under the Tax Code.

4. This resolution shall take effect immediately.

* * *

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the School Board of the County of King William hereby certifies that the Resolution set forth above was duly adopted during an open meeting on February 15, 2022, by a majority of the members of the School Board at a regular meeting with the following votes:

Aye: Mark Lee, Kathy Morrison, Lindsey Catlett,
Terry Stone, Vice Chair and Veda Frazier, Chair.

Absent:

Nay:

Abstentions:

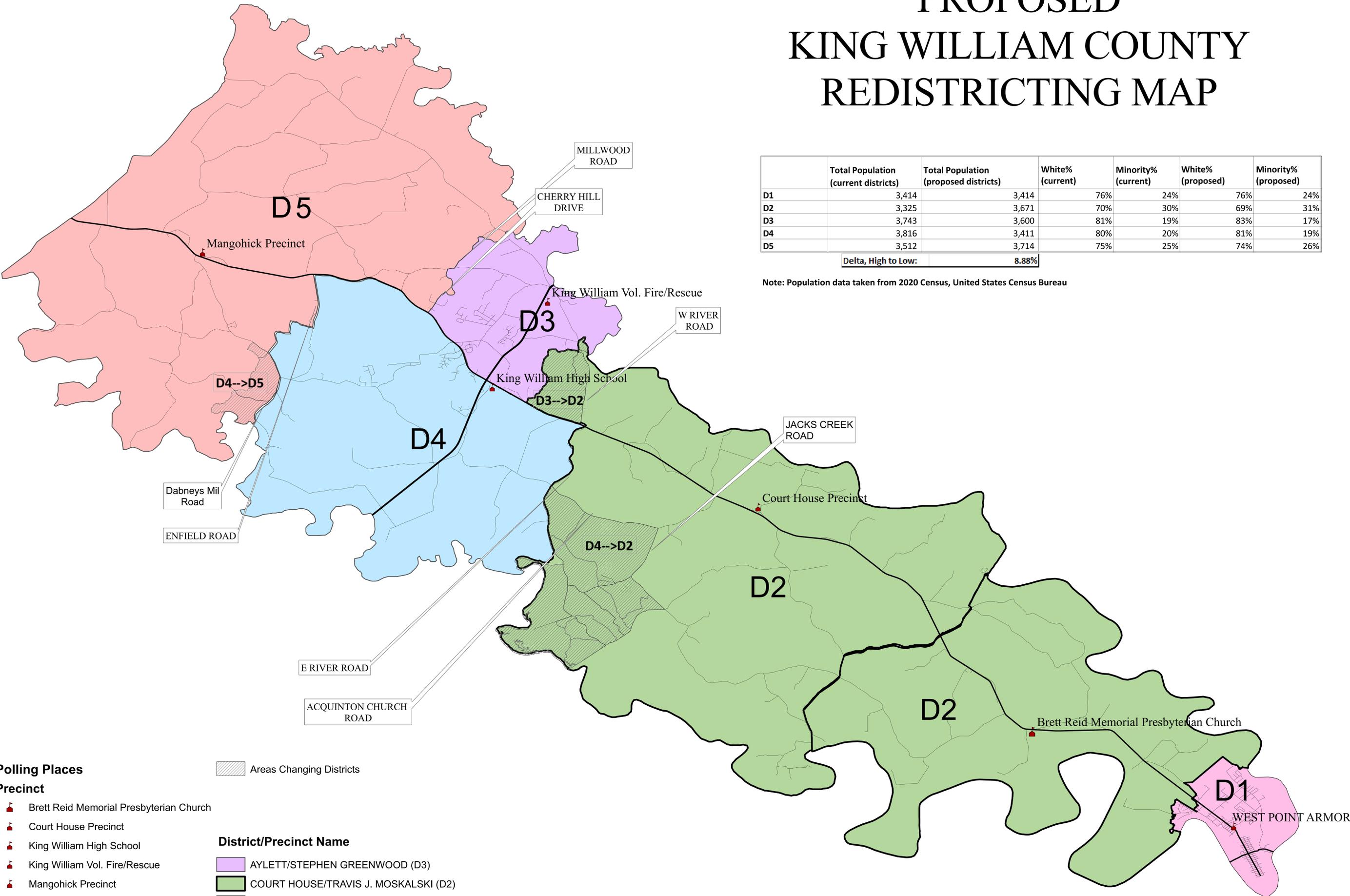
Signed this 15 day of February, 2022.

By Amber M. Dutcher
Clerk

AGENDA ITEM 11.b.

Redistricting Recommendation - Gene Campbell,
Redistricting Advisory Committee Chairman
(Updated Attachment)

PROPOSED KING WILLIAM COUNTY REDISTRICTING MAP



	Total Population (current districts)	Total Population (proposed districts)	White% (current)	Minority% (current)	White% (proposed)	Minority% (proposed)
D1	3,414	3,414	76%	24%	76%	24%
D2	3,325	3,671	70%	30%	69%	31%
D3	3,743	3,600	81%	19%	83%	17%
D4	3,816	3,411	80%	20%	81%	19%
D5	3,512	3,714	75%	25%	74%	26%
Delta, High to Low:		8.88%				

Note: Population data taken from 2020 Census, United States Census Bureau

- Polling Places**
- Brett Reid Memorial Presbyterian Church
 - Court House Precinct
 - King William High School
 - King William Vol. Fire/Rescue
 - Mangohick Precinct
 - WEST POINT ARMORY
- Roads**
- 2011
 - 2021

- District/Precinct Name**
- AYLETT/STEPHEN GREENWOOD (D3)
 - COURT HOUSE/TRAVIS J. MOSKALSKI (D2)
 - MANGOICK/EDWIN H. MOREN, JR (D5)
 - MANQUIN/STUART GARBER, JR (4)
 - SWEET HALL/TRAVIS J. MOSKALSKI (D2)
 - WEST POINT/WILLIAM L. HODGES (D1)
- Areas Changing Districts



PLEASE NOTE THIS MAP WAS CREATED FOR PLANNING PURPOSES ONLY.
CREATED BY: BETTY BROOKS, FEBRUARY 18, 2022

	Total Population (currently)	Total Population (Proposed)
D1	3,414	3,414
D2	3,325	3,671
D3	3,743	3,600
D4	3,816	3,411
D5	3,512	3,714
Delta, High to Low:		8.88%

AGENDA ITEM 11.c.

Budget Overviews - Natasha Joranlien, Director of
Financial Services



County of King William, Virginia

**FY2023 BUDGET
DEPARTMENT REQUESTS**
February 28, 2022 Work Session

SUMMARY

	FY21 ACTUAL	FY22 BUDGET	FY23 REQUEST	INCREASE/ (DECREASE)
KWC SOCIAL SERVICES				
<i>Expenditures</i>	1,154,934	1,330,729	1,294,820	(35,909)
<i>Revenues</i>				
Federal Share	614,239	725,565	581,560	(144,005)
State Share	267,811	376,830	389,328	12,498
County Share	226,299	226,334	321,932	95,598
Other	2,270	2,000	2,000	-
				-
CSA				-
<i>Expenditures</i>	966,062	1,162,506	1,142,889	(19,617)
<i>Revenues</i>				-
State Share	591,618	734,465	683,451	(51,014)
County Share	346,997	424,041	456,938	32,897
Other	7,644	4,000	2,500	(1,500)
VJCCA				-
<i>Expenditures</i>	170,311	295,414	193,774	(101,640)
<i>Revenues</i>				-
State Share	40,014	40,014	40,014	-
Local Shares:				-
King William County	18,850	18,850	18,850	-
New Kent County	20,500	20,500	20,500	-
Charles City	9,400	9,400	9,400	-
Middlesex	11,000	11,000	11,000	-
King & Queen	7,500	7,500	7,500	-
Other	66,735	60,000	32,000	(28,000)
				-
GENERAL REGISTRAR				-
Funded from General Fund				-
Electoral Board & Officials	53,151	85,539	88,059	2,520
General Registrar	161,603	174,955	194,049	19,094
				-

AGENDA ITEM 11.c.i.

Social Services - Letecia Loadholt, Director

DSS
FUND 201



Actual Budget Request

FY2021 FY2022 FY2023

		-----	-----	
018030-0004	PUBLIC ASSISTANCE REFUNDS	2,270	2,000	2,000
018990-0001	INSURANCE RECOVERIES	0	0	0
024010-0002	VPA -STATE SHARE	257,024	376,830	378,541
024010-0004	CSA ADMINISTRATION	10,787	0	10,787
033050-0001	VPA - FEDERAL SHARE	614,239	725,565	581,560
041050-0100	LOCAL SHARE-TRXFR FROM GF	226,299	226,334	321,932
FINAL	TOTAL	1,110,620	1,330,729	1,294,820



County of King William, Virginia

53100 WELFARE ADMINISTRATION				
		-----	-----	
053100-1100-001	SALARIES & WAGES (FULL TIME)	554,515	630,202	597,453
053100-1100-002	SALARIES & WAGES (MED EXP)	0	31,196	76,000
053100-1100-003	SALARIES & WAGES F/T (FAMILY FIRST)	0	40,000	38,000
053100-1100-004	SALARIES & WAGES F/T (PASS THROUGH)	45,993	0	
053100-1100-220	SALARIES & WAGES (F/T-CSA)	44,451	46,674	46,674
053100-1300-000	SALARIES & WAGES - PART TIME	35,218	31,024	
053100-1300-001	SALARIES & WAGES-O/T(SRVE ON C	5,577	13,568	13,568
053100-1300-205	SALARIES & WAGES-P/T (BOARD PA	2,750	4,000	4,000
053100-1400-000	LEAVE PAY OUT	57,793	0	
053100-2100 -205	FICA (BOARD MEMEBERS)	210	306	306
053100-2100 -001	FICA (FULL TIME)	36,873	60,639	46,743
053100-2100 -002	FICA (MED EXP)	2,257	0	5,814
053100-2100 -006	FICA (FAMILY 1ST)	8,344	0	2,907
053100-2100 -220	FICA (CSA COORD)	3,370	0	3,571
053100-2100-221	LEAVE PAY OUT FICA	2,909	0	
053100-2210 -001	RETIREMENT - VRS (FULL TIME)	40,680	60,519	54,482
053100-2210 -002	RETIREMENT - VRS (FAMILY 1ST)	6,835	0	3,074
053100-2210 -220	RETIREMENT - VRS (CSA)	3,596	0	3,776
053100-2300 -001	HOSPITAL/MEDICAL PLANS (FULL T	118,785	170,610	167,120
053100-2300 -004	HOSP/MEDICAL PLANS (PASS THROU	10,744	0	
053100-2400 -001	GROUP INSURANCE (FULL TIME)	7,260	9,800	10,159
053100-2400 -004	GROUP INSURANCE (PASS THROUGH)	1,132	0	
053100-2400 -220	GROUP INSURANCE (CSA)	599	0	
053100-2510-001	NON HYBRID SHORT TERM DISABILTY	2,161	0	
053100-2510-004	S/T DISABILITY INS (PASS THRU)	320	0	
053100-2550 -001	VRS SHORT TERM DISABILITY	1,263	2,050	2,050
053100-2600	UNEMPLOYMENT INSURANCE	3,975	1,300	1,300
053100-2710	WORKERS COMPENSATION INS.	1,832	2,500	1,600
053100-3160	PROFESSIONAL SERVICES	13,606	15,000	23,600
053100-3310	REPAIRS AND MAINTENANCE	1,005	0	
053100-3320	MAINTENANCE SERVICE CONTRACTS	451	0	0
053100-3330	COMPUTER SOFTWARE MNTC CONTRAC	750	3,650	1,800
053100-3600	ADVERTISING	0	500	
053100-4101	DATA PROCESSING	1,838	1,000	
053100-5210	POSTAL SERVICES	727	3,000	2,000
053100-5230	TELECOMMUNICATIONS CELL PHONES	7,261	10,000	8,940
053100-5305	MOTOR VEHICLE INSURANCE	866	1,000	1,000
053100-5410	LEASE/RENT OF EQUIPMENT	4,999	6,000	6,000
053100-5510	TRAVEL (MILEAGE)	0	500	300
053100-5530	TRAVEL (SUBSIST.& LODGING)	0	700	300
053100-5540	TRAVEL (CONVENTION & EDUC.)	0	4,000	500
053100-5810	DUES/ASSOCIATION MEMBERSHIPS	520	720	720
053100-6001	OFFICE SUPPLIES	7,719	5,000	5,000
053100-6002	FOOD SUPPLIES	0	150	
053100-6005	JANITORIAL SUPPLIES	6	0	0
053100-6008	VEHICLE/POWERED EQUIP FUELS	299	2,500	1,800
053100-6009	VEHICLE/POWERED EQUIP SUPPLIES	167	1,000	1,000
053100-6012	BOOKS & SUBSCRIPTIONS	0	0	0
053100-8207	EDP EQUIPMENT	170	0	
	--TOTAL DEPARTMENT--	1,039,824	1,159,108	1,131,557
53210 PUBLIC ASSISTANCE PAYMENTS				
053210-5704	AUXILIARY GRANTS	35,445	39,622	40,000
053210-5710	TANF - EA	0	1,000	1,000
053210-5711	AFDC-FC NON-ENTRUSTED	1,758	12,125	5,000
053210-5712	ADOPTION SUBSIDY	33,019	26,000	35,000
053210-5713	GENERAL RELIEF	2,724	3,175	3,175
053210-5714	FOSTERING FUTURES FOSTER CARE	9,373	8,625	9,300
053210-5717	SPECIAL NEEDS ADOPTION	3,450	10,000	5,000
	--TOTAL DEPARTMENT--	85,768	100,547	98,475
053211-5720	ADOPTION INCENTIVE	0	3,000	3,000
053211-5729	FAMILY PRESERVATION-(SSBG)	666	3,000	1,000
053211-5730	CHILD WELFARE - SUBSTANCE ABUS	0	1,409	1,409
053211-5733	ADULT SERVICES	1,935	7,529	7,529
053211-5748	TANF-UP	0	1,000	1,000
053211-5761	INDEPENDENT LIVING ETV	0	2,650	2,650
053211-5762	INDEPENDENT LIVING PURCHASE	5003	4,894	4,894
053211-5764	FC RESPITE	0	500	500
053211-5766	FAMILY PRESERVATION-SUPPORT	18,000	18,266	18,266
053211-5772	VIEW PURCHASED SERVICES	1,057	25,286	18,000
053211-5790	CHILD DAY CARE QUALITY INITIAT	-30	0	3,540
053211-5795	ADULT PROTECTIVE SERVICES-PURC	2,710	3,540	3,000
	--TOTAL DEPARTMENT--	29,341	71,074	64,788
FINAL TOTAL		1,154,934	1,330,729	1,294,820



King William County
Department of Social Services
King William, Virginia 23086

172 Courthouse Lane
Post Office Box 187

Phone (804) 769-4905
Fax (804) 769-4979

Letecia L. Loadholt, Director

DATE: December 20, 2021

TO: Percy Ashcraft, County Administrator, King William County
Natasha Joranlien, Finance Director, King William County

FROM: Letecia Loadholt, Director
Department of Social Services, King William County

RE: **BUDGET NARRATIVE FY 2023**

Services Provided:

King William Department of Social Services (KWSS) is a locally administered and state supervised agency providing services to citizens of King William County who are unable to provide for themselves and/or their families in the areas of food, medical health coverage, temporary assistance for those without employment as well as protection for children and adults who are in danger of abuse, neglect, and/or exploitation. KWSS currently has 16 full time staff. There is one shared position for Fraud Investigator with Matthews, Middlesex, and King and Queen County Departments of Social Services.

The Children's Services Act (CSA) is a county program housed at Social Services. The CSA program funds services for children in the county who are deemed eligible for services based on emotional and behavioral needs. Funding is allocated on a case by case basis, it is a challenging task to accurately project an actual budget for this program due to the variations of needs from year to year. The financial budget for this program is handled by King William County.

Compensation – Board Reimbursement:

KWSS does not receive reimbursement for board member compensation. However, the agency does receive revenue reimbursement from State and Federal funding for most of the current budget lines. Combined revenue reimbursement from State and/or Federal entities can be as high as 84.5% for certain line items or as low as 35% depending on the fund source.

The King William CSA receives reimbursement from the Commonwealth through the Office of Children's Services. Reimbursement is also received from the State Medical Assistance program for certain services provided through CSA. Different local match rates apply depending on the services authorized.

Grants:

Some services are funded through State/Federal grants which are allocated based on formulas. Local match rates differ for each of these grants. These services are listed under the Services budget lines in the spreadsheet.

"Our commitment is strengthening families and connecting our community to meet the needs of our most vulnerable citizens."



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Department of Social Services
King William, Virginia 23086

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Letecia L. Loadholt, Director

Fees:

King William Department of Social Services does not collect fees for services.

CSA assess fees for services from parents of some children receiving services, depending on the category of service delivery. The fees are based on a formula within the King William CSA policy guidelines. The fees are minimal and are income/expense based.

Justification of Changes:

Changes in the budget lines are noted to include:

- An increase in on call pay from \$13/hour per shift to \$15 per hour/shift;
- \$3,000 for contingency for auxiliary grants, general relief, fostering futures, family preservation, and adult services. This money will be set aside for potential match rates in mandated service lines; and
- The remaining 1.5% increase from the current year's 5% raise from the State.

AGENDA ITEM 11.c.ii.

Children's Services Act (CSA) - Ann Porter, Program
Coordinator



County of King William, Virginia

REVENUE	FUND 220	ACTUAL	ADOPTED	DEPT REQUEST
		FY 2021	FY 2022	FY 2023
		-----	-----	-----
016110-0001	CSA CHARGES FOR SERVICES	-7,644	-4,000	-2,500

24010 WELFARE

024010-0005	COMPREHENSIVE SERVICES	-591,618	-734,465	-683,451
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041050-0100	TRANSFER FROM GENERAL FUND	-346,997	-424,041	-456,938
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REVENUE TOTAL **-946,259** **-1,162,506** **-1,142,889**

EXPENSES		ACTUAL	ADOPTED	DEPT REQUEST
		FY 2021	FY 2022	FY 2023
		-----	-----	-----

53100 CSA EXPENDITURES

053500-3160-1 -1B	FC NON-IV-E CONGREGATE CARE	74,311	77,300	41,740
053500-3160-1 -1C	PAR AGRMNT/NON-CUST CONGREGATE	0	0	
053500-3160-1 -1D	NON-MANDATED CONGREGATE CARE	0	0	
053500-3160-1 -1E	EDUCATION - CONCREGATE CARE	20,696	21,952	38,608
	SUBTOTAL	95,007	99,252	80,348

053500-3160-2 -2A	TREATMENT FC IV-E	0	0	0
053500-3160-2 -3	NON-MANDATED COMMUNITY-BASED/A	10,798	24,574	21,574
053500-3160-2 -2A1	TREATMENT FC NON-IV-E	3,024	0	33,966
053500-3160-2 -4	PROJECTED LOCAL MEDICAID MATCH	0	14,144	31,045
053500-3160-2 -2E	FAM FC-MAINT-OTHER SVC/IL STIP	33,480	160,070	8,820
053500-3160-2 -2F	COMMUNITY BASED SVC	160,274	109,662	205,934
053500-3160-2 -2G	SPED PRIVATE DAY	655,474	753,081	703,176
053500-3160-2 -2H	SPED WRAP-ARND SVCES	1,885	1,723	58,026
053500-3160-002-2I	PHYCH HOSP/CRISIS STAB	6,120	0	0
	SUBTOTAL	871,055	1,063,254	1,062,541

EXPENSES TOTAL **966,062** **1,162,506** **1,142,889**



County of King William, Virginia

FY2023 DEPARTMENT BUDGET REQUEST NARRATIVE

DATE: December 16, 2021

TO: Natasha Joranlien
Director of Financial Services

FROM: ANN G. PORTER, KWC CSA COORDINATOR

Services Provided

SPED Private Day and associated educational services for KWCPs & WPPs students whose IEPs specify those services

FC & FCP services for DSS cases

Community-Based Mental Health and associated services for at-risk children & families – to prevent placements that are more restrictive and to return children to the community from placements that are more restrictive

Compensation Board Reimbursement

If your department is funding by the Compensation Board, please list anticipated funds to be expected for the upcoming budget preparation and the breakdown of how those funds are allocated within the department.

Grants

If your department/organization/agency receives support in the form of grants please state how these grants benefit your organization and impact financial requests made of the County.

Fees

Parents/Legal Guardians of those children receiving CSA-funded services who are not mandated to receive the services at no charge to the parents are assessed a Co-Payment of 5% of monthly income for Community-Based services and using the MGI rate for one child on the Schedule of Monthly Basic Child Support Obligations for Residential services. There is a process in place for appeal and negotiation of the Assessed Co-Pay.

At times, CSA receives the SSI payments for FC children.

These Co-Payments and SSI payments help offset a portion of the CSA payments to Providers for services and reduce the amount of reimbursement received from the state.

Justification for Changes

Expenses on the requested budget are based on current and projected FY22 expenditures for current CSA-funded children. It is unknown if the number of cases will increase or decrease and which expenditure category amounts may be changed as a result.

Budget Line changes:

1-1B: no change in child number (1) – less time in Congregate Care (0.4816 local match rate)

1-1E: no change in child number (1) – more time in Congregate Care (0.3853 local match rate)

2-2A1: child increase from 0 to 1 (0.3853 local match rate)

2-2E: child decrease from 2 to 1; also, change in funding line - majority of services are able to be funded 2-2F, Community-Based, which has a lower local match rate (0.3853 local match rate vs 0.1926 local match rate)

2-2F: no change in child number (6); more services were able to be changed to this budget line (19.26% local match rate vs 38.53% local base match rate)

2-2G: child decrease from 13 to 12; rates do continue to rise, but a child with high needs/services has moved to another locality (0.3853 local match rate)

2-2H: child increase from 1 to 3; children with IEPs, services used to keep children in community & prevent more restrictive and costly placements (0.3853 local match rate)

2-3: no change in child number (2); expect to use our entire Pool Fund allotment of \$24,574 to keep children in community (0.1926 local match rate)

AGENDA ITEM 11.c.iii.

Virginia Juvenile Community Crime Control Act
(VJCCCA) - Veda Frazier, Program Manager



REVENUE

FUND 737/VJCCCA

County of King William, Virginia

ACTUAL ADOPTED DEPT REQUEST
 FY 2021 FY 2022 FY 2023

018990-0013	COMMUNITY SERVICES WORK	-	-		
018990-0015	ELECTRONIC MONITORING FEES	(66,735)	(60,000)	(32,000)	
019020-0008	LOCAL SHARES (4)	(48,400)	(48,400)	(48,400)	
041050-0100	Transfer from KW GF	(18,850)	(18,850)	(18,850)	
024040-0022	VJCCCA	(40,014)	(40,014)	(40,014)	STATE
subtotal					
041999-0737	USE OF FUND BALANCE	-	(128,150)	(54,510)	
TOTAL REVENUE		(173,999)	(295,414)	(193,774)	-

MOE = Local funding that must be spent in its entirety, in order to be eligible to expend the state allocation. (67,250)

State allocation = Funding from DJJ to support VJCCCA programs and services (40,014)
 (107,264)

"These fees maintain the costs (payroll, equipment, transportation) to provide these

	CHARLES CITY	MIDDLESEX	K&Q	NEW KENT	KING WILLIAM	
MOE	9,400.00	11,000.00	7,500.00	20,500.00	18,850.00	
	9,400.00	3,241.00	2,535.00	14,391.00	10,300.00	39,867.00
	-	7,759.00	4,965.00	6,109.00	8,550.00	ADDITIONAL LOCAL FUNDING



County of King William, Virginia

FUND 737/VJCCCA

\$ 181,174 FUND BALANCE AS OF 7/1/2021 ACTUAL ADOPTED DEPT REQUEST

FY 2021 FY 2022 FY 2023

33300 VJCCCA COORDINATOR

033300-1100	SALARIES & WAGES - Director	65,625	67,572	69,937
033300-1300	SALARIES & WAGES	0	36,287	37,560
033300-1310	SALARIES & WAGES - P/T PERM	57,262	64,046	41,728
033300-2100	FICA	8,785	10,069	8,542
033300-2210	RETIREMENT - VRS	5,565	8,402	8,697
033300-2300	HOSPITAL/MEDICAL PLANS	13,289	25,927	15,835
033300-2400	GROUP INSURANCE	860	885	832
033300-2510	NON HYBRID S/T/ DISABILITY	46	42	492
033300-2600	UNEMPLOYMENT INSURANCE	259	50	50
033300-2710	WORKERS' COMPENSATION	85	100	100
033300-3160	PROFESSIONAL SERVICES - OTHER	3,600	4359	100
033300-3310	REPAIRS & MAINTENANCE	0	1000	50
033300-3330	ELECTRONIC MONITORING EQUIP.	3,628	5,000	2,000
033300-5210	POSTAL SERVICES	322	500	200
033300-5230	TELECOMMUNICATIONS PHONES	734	1000	800
033300-5231	TELECOMMUNICATIONS WIRELESS	2,927	6,000	3,500
033300-5305	MOTOR VEHICLE INSURANCE	475	1,200	500
033300-5510	TRAVEL (MILEAGE)	0	100	0
033300-5540	TRAVEL (CONVENTION & EDUCATION)	164	5,000	0
033300-5810	DUES & ASSOCIATION MEMBERSHIPS	105	375	200
033300-5840	WORKSITE RECOGNITION	33	1000	100
033300-6001	OFFICE SUPPLIES	2,532	3,000	1,000
033300-6008	VEHICLE/POWER EQUIPMENT FUELS	896	1,500	500
033300-6009	VEHICLE & POWER EQUIP SUPPLIES	387	1,500	250
033300-6014	OTHER OPERATING SUPPLIES	673	1,500	551
033300-6021	TRAINING AND RESOURCE MATERIAL	623	1,500	250
033300-6050	COMPUTER ASSET (NOT CAPITAL)	1,100	1,500	0
033300-8202	FURNITURE & FIXTURES	336	20,000	0
033300-8205	MOTOR VEHICLES & EQUIPMENT			0
	USE OF FUND BALANCE		26,000	
--TOTAL DEPARTMENT--		170,311	295,414	193,774



County of King William, Virginia

FY2023 DEPARTMENT BUDGET REQUEST NARRATIVE

DATE: December 20, 2021

TO: Natasha Joranlien
Director of Financial Services

FROM: **VEDA G. FRAZIER, PROGRAM MANAGER**
VJCCCA/COMMUNITY CONNECTION PROGRAM

We would like to respectfully request continued funding for FY2023 in the amount of \$18,850.00 from King William County to support the Virginia Juvenile Community Crime Control Act (VJCCCA) programs for Juvenile Court sanctions.

Services Provided

The services/programs provided to the juveniles of King William County through the VJCCCA/Community Connection Program are:

Community Service Work (CSW) – provides consequences for juveniles' behavior, as well as a basic understanding of responsibility, accountability, and good work habits. Participation in community service programs gives juveniles an opportunity to give back to the community through time and effort to area non-profit organizations and government agencies.

In FY2021, forty-seven (47) juveniles participated in the Community Service Program performing a total of 1,329 hours of community service work. This was a total of \$12,625.50 in labor (calculated using minimum wage rate of \$9.50 per hour) that juveniles contributed to their communities to demonstrate accountability for their actions. Even though many of our worksites were closed due to COVID-19, our juveniles completed many special projects including writing thank you cards to our First Responders, highway clean-ups and local government car washes. This program had a 92% satisfactory completion rate in FY2021, which exceeded the state required rate of 75%.

Education is provided through our Competency Development programs of Law Related Education and Substance Abuse Education.

Law Related Education (LRE) – is a sanction for juveniles who have committed delinquent offenses against other people (assault, bullying, and harassment); who have committed property crimes (larceny, trespassing, and destruction of property); and, cyber-crimes such as sexting. It provides an opportunity for juveniles to learn about the law and the reason we have laws. It encourages them to become effective, law-abiding citizens by promoting civic responsibility and accountability for one’s actions. It creates empathy for victims by providing a glimpse of the impact of their actions against the victim or the community and promotes better decision-making skills.

In FY2021, thirty-five (35) juveniles participated in the Law Related Education Program with 94% of those participating satisfactorily completing the program. The completion rate once again exceeded the state required rate of 75%. Completion rates are based upon lesson plan criteria which includes showing improvement between pre and post tests on the material taught, group participation, the completion of homework, and a final project that is assigned. In FY2021, COVID-19 precautions were still adhered to for all law related education groups. We continued to provide virtual and/or small groups to our juveniles which allowed them the opportunity to view the videos, PowerPoint presentations and discussions as designed in our lesson plans.

Substance Abuse Education (SAE) – is the sanction most likely used for juveniles before the court or court service unit with misdemeanor or delinquent charges relating to substance use or abuse who have been identified as in need of substance abuse services. The program educates juveniles at risk of substance use or abuse on the negative effects of substance use on their brains and bodies; provides tools that will enable them to make better decisions on substance use; and, the laws surrounding the use of alcohol, drugs, and illegal substances. VJCCCA funding for the program allows the localities and families to save on the costly expense associated with an initial assessment and ensures that they receive an assessment and evaluation in a timely manner.

In FY2021, twenty-seven (27) juveniles participated in the Substance Abuse Education Program with 91% satisfactorily completing the program. Substance Abuse Education is a series of six (6) or more groups that begin once the juvenile has completed the substance abuse assessment and evaluation (the program uses the Substance Abuse Subtle Screening Inventory (SASSI)). Because of COVID-19 protocols, staff emailed the assessment link to the juveniles who were then able to complete the SASSI online and groups were held virtually or singular groups following all protocols associated with COVID-19 mitigation standards. In order to achieve a satisfactory completion of the

substance abuse education program, juveniles must not have tested positive to the two final drug screen or obtained additional charges relating to substance use while participating in the program.

Intensive Supervision (IS) - is a non-residential alternative to secure detention for juveniles with delinquent charges in need of additional supervision but not necessarily detention. This program/service provides in home supervision, with face-to-face visits and telephone contacts, for juveniles before the court. It attempts to manage the juvenile's behavior in the home and community while ensuring public safety by limiting their activities outside of the home, as well as increasing parental responsibility for the juvenile's behavior.

Electronic Monitoring (EM) – is the most restrictive non-residential sanction available to the court and/or court service unit for juveniles who are in need of more intensive supervision in order to prevent them from engaging in further inappropriate or delinquent behavior or being placed in a secure detention facility. Supervision is provided through the placement of a Global Positioning System (GPS) monitor on the juvenile, two face-to-face visits per week with the juvenile by program staff, and daily telephone contacts. Based on the seriousness of the juvenile's offense, parental supervision, and other presenting risk factors, the court and/or court service unit may place a juvenile in the program as a condition of release from their supervision in lieu of a violation of probation or prior to placing a juvenile in detention. Electronic monitoring may be used as a step down from secure detention when a juvenile appears to be capable of functioning in a less secure setting. At a cost savings of a minimum of 15% per day of the cost of placing a child in secure detention and other similar services provided by other agencies, the program provides internal and reliable services to all plan localities.

In FY2020, staff of the Community Connection Program began providing after-hours services for our in home supervision/management services program. Low risk juveniles who might otherwise be detained can now be referred to intensive supervision and electronic monitoring up to 8 p.m. and on weekend and holidays. This is definitely a cost savings for the localities.

In FY2021, ten (10) juveniles were referred to and received intensive supervision and electronic monitoring for a total of 652 days, costing the localities a total of \$34,230. The same number of days in a secure facility would have cost the localities \$116,532. Services provided by these programs saved the localities \$83,302 in secure detention costs. The electronic monitoring program had a successful completion rate of 90.9% which exceeded the state required rate of 75%, therefore ensuring that the safety of the public was maintained while these juveniles remained in their homes/communities.

Supervision Plan Services (SPS) – The service is to assist with funding for programs the court service unit does not provide or cannot find additional funding to support their need. Funds allocated to Supervision Plan Services are limited and cannot be used to supplant services provided by CSA.

In FY2021, the Supervision Plan Services program was not used.

Administrative Services – Allows a portion of funds currently received to be delegated solely for the purpose of administering the VJCCA programs and services.

Compensation Board Reimbursement

If your department is funding by the Compensation Board, please list anticipated funds to be expected for the upcoming budget preparation and the breakdown of how those funds are allocated within the department.

N/A

Grants

VJCCA funding is a combination of state funds and local non-secure detention expenses. The direct services that the Community Connection Program provides assists in keeping detention costs (approx. \$178.73 per day) down, by supplying alternative options in lieu of more restrictive sanctions and residential care. The Community Connection Program has served the five counties of Charles City, King & Queen, King William, Middlesex and New Kent with various court diversion programs through a combined local VJCCA Plan since 1995.

Fees

If your department/organization/agency receives support in the form of fees please state how these fees benefit your organization and impact financial requests made of the County.

VJCCA/Community Connection Program charges the localities a daily fee for electronic monitoring and intensive supervision services. These fees support the costs (i.e. equipment, supplies, and transportation) of providing these program/services to the localities. The fees also help support personnel costs, which is fixed and must be paid regardless of the number of referrals to the programs.

Justification for Changes

VJCCA/Community Connection Program is requesting the same budgeted amount in FY23 that was requested in FY22, therefore we have no significant changes needing justifications to this budget.

LOCALITY USAGE OF SERVICES

<u>Program/Service</u>	<u># of Referrals</u>	<u>Service Days</u>
Community Service Work	5	953
Law Related Education	6	389
Substance Abuse Education	4	175
Intensive Supervision	1	35
Electronic Monitoring	0	0
	<u>16</u>	<u>1552</u>

The FY2021, a total of 120 juveniles successfully completed programs/services funded by VJCCCA and offered by the Community Connection Program. Of those 120, sixteen (16) or 13.3% were King William County residents. These sixteen (16) juveniles participation comprised a total of 1,552 service days. If there were no alternative sanctions, such as those provided by the Community Connection Program, some of these service days could have been childcare days due to pre-adjudication or a post-dispositional placement in secure detention.

Low usage due to DJJ Transformation and COVID-19 Pandemic

In FY20 as part of DJJ’s transformation plan, the CSU began using the Standardized Disposition Matrix (SDM) as well as continuing to adhere to the Risk-Need-Responsivity (RNR) Practice Model of keeping low risk juveniles out of detention and limiting their involvement in the juvenile justice system. Therefore, in FY20, the 9th District CSU’s total percent of diversion eligible complaints were 2.4% less than FY19 and the percent of diversion eligible that were diverted, resolved or unfounded decreased by 2.1%.

This along with the COVID-19 Pandemic which began in March 2020, closed the courts and CSUs and limited the number of referrals to our programs. The COVID-19 Pandemic continued for the entire FY21 year, considerably reducing the number of referrals to our programs and services (FY20 usage **198 vs** FY21 usage **120**). The COVID-19 Pandemic shut down many of our worksites and in-person groups/meetings, however staff was able to assist many of our juveniles to satisfactorily complete their assigned program/service through the use of virtual meetings, electronic assignments, and community service supervised by staff or parents and verified by staff.

CONCLUSION

VJCCCA/Community Connection Program hopes to continue providing the programs and services needed to maintain the safety of the public, divert juveniles from the more costly secure detention, and allow juveniles to remain in their homes/community at the same level of funding as in previous years. We believe that this level of funding still allows our programs and services from the least restrictive to the most restrictive to demonstrate that our plan adheres

to the principles of effective intervention and that we use evidence-based programs and services. With this continued level of funding, we will continue striving to meet or exceed our completion and recidivism rates, which should prove that our programs address the needs of the juveniles in our localities and that they are working. We thank you for your continued support in FY2023 and appreciate the opportunity to work with the juveniles of King William County. We look forward to bringing these and other much needed services to your locality.

BUDGET SUMMARY

REVENUE:

Local Monies (including MOE)	\$ 67,250
Charles City County	\$ 9,400
King & Queen Count	\$ 7,500
King William County	\$18,850
Middlesex County	\$11,000
New Kent County	<u>\$20,500</u>
VJCCCA Funding	\$ 40,014
Program Fees & Other Revenue	\$ 32,000
Use of Fund Balance	<u>\$ _____</u>
TOTAL REVENUE	\$193,774

EXPENSES

Personnel	\$168,400
Travel	\$ 5,789
Staff Development	\$ 3,550
Telecommunication	\$ 6,430
Supplies & Materials	\$ 5,400
Equipment	<u>\$ 4,205</u>
TOTAL EXPENSES	\$193,774

ALLOCATION PER PROGRAM

Administrative Services	\$ 9,689
Law Related Education	\$ 20,180
Community Service	\$ 39,300
Substance Abuse Services	\$ 15,900
Intensive Supervision	\$ 25,000
Electronic Monitoring	\$ 57,205
Supervision Plan Services	\$ 26,500

TOTAL ALLOCATED TO PROGRAMMING \$193,774

AGENDA ITEM 11.c.iv.

General Registrar - Alison Fox, General Registrar



County of King William, Virginia

ACTUAL	ADOPTED	DEPT REQUEST	DEPT REQ	DEPT Justification & Description of
FY 2021	FY 2022	FY 2023	INCREASE/ DECREASE	Change

13100 ELECTORAL BOARD & OFFICIALS

013100-1300	SALARIES - ELECTORAL BD/POLL W	14,634	37,000	37,000	-	
013100-2100	FICA	683	2,831	2,831	(1)	
013100-2600	UNEMPLOYMENT INSURANCE	0	28	28	-	
013100-2710	WORKERS' COMPENSATION INS.	10	50	50	-	
013100-3160	PROFESSIONAL SERVICES - OTHER	26,240	15,000	20,000	5,000	State code requires all equipment be tested & verified before each election
013100-3320	MAINTENANCE SERVICE CONTRACTS	0	4,050	4,050	-	
013100-3500	PRINTING & BINDING	3,870	8,400	8,400	-	
013100-3600	ADVERTISING	1,390	1,200	1,400	200	Cost of Advertising has increased
013100-5210	POSTAL SERVICES	3,291	11,700	9,000	(2,700)	Reduction due to redistricting
013100-5420	LEASE/RENT OF BUILDINGS	900	1,050	1,050	-	
013100-5510	TRAVEL (MILEAGE)	64	500	500	-	
013100-5540	TRAVEL(CONVENTION & EDUCATION)	243	1,000	1,000	-	
013100-5810	DUES & ASSOCIATION MEMBERSHIPS	180	180	200	20	increase in dues starting for FY23
013100-6001	OFFICE SUPPLIES	1,351	2,000	2,000	-	
013100-6008	VEHICLE/POWERED EQUIP. FUELS	0	100	100	-	
013100-6014	OTHER OPERATING SUPPLIES	294	450	450	-	
--TOTAL DEPARTMENT--		53,151	85,539	88,059	2,520	

13200 REGISTRAR

013200-1100	SALARIES & WAGES - GEN REGIST	51,616	75,135	75,135	-	
013200-1130	SALARIES & WAGES - ASSIST REGR	32,242	33,591	33,591	0	
013200-1300	SALARIES & WAGES - PART TIME	28,088	10,500	17,000	6,500	Hours need due to ever-changing direction from State & workload presented with new code changes
013200-2100	FICA	6,889	9,121	9,618	497	
013200-2210	RETIREMENT - VRS	6,803	8,796	8,796	(0)	
013200-2300	HOSPITAL/MEDICAL PLANS	30,218	30,245	29,913	(332)	
013200-2400	GROUP INSURANCE	1,126	1,457	1,294	(163)	
013200-2550	HYBRID S/T/ DISABILITY	697	798	902	104	
013200-2600	UNEMPLOYMENT INSURANCE INS.	351	362	100	(262)	
013200-2710	WORKERS' COMPENSATION	60	100	100	-	
013200-3160	PROFESSIONAL SERVICES	0	250	11,500	11,250	Cyber Security
013200-3600	ADVERTISING	195	150	200	50	
013200-5210	POSTAL SERVICES	370	1,500	1,500	-	
013200-5230	TELECOMMUNICATIONS	793	750	750	-	
013200-5510	TRAVEL (MILEAGE)	0	250	250	-	
013200-5540	TRAVEL(CONVENTION & EDUCATION)	0	0	1,500	1,500	
013200-5810	DUES & ASSOCIATION MEMBERSHIPS	300	250	200	(50)	
013200-6001	OFFICE SUPPLIES	1,820	1,500	1,500	-	
013200-6008	VEHICLE/POWERED EQUIP. FUELS	37	200	200	-	
--TOTAL DEPARTMENT--		161,603	174,955	194,049	19,094	



County of King William, Virginia

FY2023 DEPARTMENT BUDGET REQUEST NARRATIVE

DATE: 12/20/2021

TO: Natasha Joranlien
Director of Financial Services

FROM: **ALISON FOX**
GENERAL REGISTRAR/DIRECTOR OF ELECTIONS

Services Provided

Please provide a description of services your department/organization/agency provides to King William County and its citizens.

Mandated by Article II §8 of the Constitution of Virginia, the General Registrar is appointed to a four-year term by the Electoral Board and serves King William County's citizens by administration of voter registration, voter list maintenance, absentee voting, campaign finance and duties directed by the Virginia Department of Elections.

The office of General Registrar is a non-partisan position and does not change with political parties as the Electoral Board. Virginia General Assembly added Director of Elections to the Code of Virginia as the title of those Registrars who carry out assigned duties of the Electoral Boards. As the local Director of Elections, the General Registrar is responsible for Officer of Elections training, voting machine maintenance and setup, ballot preparation and election administration.

This office maintains county assets in the form of voting equipment, paper and electronic records of elections, and laptop computers for use in precincts. This office must be versed in dealing with various state and federal agencies such as The United States Department of Justice, the Virginia State Board of Elections, the Federal Elections Commission, the Virginia General Assembly, Virginia Attorney General's office, and King William County's local government and administration.

The Director of Elections/General Registrar and the Voter Registration & Elections Office shall include, but not be limited to, providing information in an equitable and non-partisan manner for all qualified citizens of King William County. The office is also responsible for registering voters; maintaining accurate and current voter registration records used in all

elections; carrying out processes required for all elections held in King William County and ensuring election results are accurate; being a trusted resource for citizens and candidates related to voter registration and elections. The Director carries out many other duties as prescribed by the Electoral Board. The Director, Electoral Board members, and full-time office staff members are required to attend annual training programs as provided by the State Board of Elections. Activities of this office must be performed in accordance with the election laws of the United States Constitution and the Commonwealth of Virginia. The Director of Elections/General Registrar shall have a comprehensive knowledge of voting laws under the Code of Virginia, the Voting Rights Act, and the Freedom of Information Act. This office provides voter registration and election information to voters, citizens, and candidates in a professional, courteous, and pleasant manner.

Compensation Board Reimbursement

If your department is funding by the Compensation Board, please list anticipated funds to be expected for the upcoming budget preparation and the breakdown of how those funds are allocated within the department.

My Department does not receive reimbursement from the compensation Board.

Grants

If your department/organization/agency receives support in the form of grants please state how these grants benefit your organization and impact financial requests made of the County.

The following listed funding is not from a grant; however, The Virginia State Department of Elections makes reimbursements towards the General Registrar's salary and Electoral Board members' salaries, which in turn reduces the impact on the County budget. The State will also occasionally reimburse for resources used for elections.

Fees

If your department/organization/agency receives support in the form of fees please state how these fees benefit your organization and impact financial requests made of the County.

The department collects fees from local candidates that violate campaign finance laws. The Virginia Department of Elections sets violation fees, current fees are \$100 for a first offense and \$1,000 for the second and each successive offense that occurs during the election cycle. The total amount collected in a given budget year can vary depending on the number of offenses that occur. The County has designated any fees collected to offset the cost of operating the Voter Registration & Elections Office.

Justification for Changes

Include justification for budgetary and position changes.

13100 Electoral Board & Officials – Professional Services

- State code requires all equipment be tested and verified before each election. The cost of this service has increased. This \$5,000.00 increase will cover any additional price increases.

13100 Electoral Board & Officials- Advertising

- Advertising is required by State Code for each election. The cost of advertisements has gone up. This increase will cover the cost for the mandatory ads that need to be run.

13100 Electoral Board & Officials- Postal Services

- We will be reducing this amount by \$2,700.00. Due to the redistricting happening in the FY22 budget. However, the increase in by mail voting and stamp prices increasing the budget amount is still necessary.

13100 Electoral Board & Officials- Dues & Association Memberships

- There will be an increase in dues for the FY23 budget. This will be a \$20.00 increase a year for the Electoral Board to be in the Virginia Electoral Board Association (VEBA).

13200 Registrar- Salaries & Wages

- Assistant Registrar- Part-time: Each part-time office staff was increase hourly to \$17.74 per the compensation study. With one part-time employee working 3 days a week and 1 working sporadically each month the increase is to cover the hours works. These hours are needed to the ever-changing direction from the State and the workload presented with each new code change to ensure all aspects of the office run smoothly. This amount is a \$6,500.00 increase from what was allocated in FY22.

AGENDA ITEM 11.d.

Capital Improvement Plan (CIP) for Schools and
County - Natasha Joranlien, Director of Financial
Services (Attachments Added)



KING WILLIAM COUNTY

FY2023 CAPITAL REQUESTS

February 28, 2022

FY2021 Final Audited Figures pending as 2/28/22

KING WILLIAM COUNTY
FY2023 CAPITAL IMPROVEMENT PLAN REQUEST

5 YEAR PLAN

<u>REQUEST FROM</u>	<u>GENERAL DESCRIPTION</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>JUSTIFICATION</u>
	GENERAL REQUESTS						
CO ADMIN	Constitutional Officer - Courts and Public Safety Building Wing Build Out			500,000			Build out of unfinished area in Courts and Public Safety Building. Will be built as a Sheriff's Office Training Area.
CO ADMIN	MOTOROLA RADIO REPLACEMENT	230,000	230,000				roll forward \$230k from FY22
SHERIFF	Constitutional Officer - Sheriff's Office - Impound Lot		50,000				Build out fenced lot with pad back of Sheriff's Office behind New Courthouse
SHERIFF	Replacement of Courthouse Security System	88,000					System is in need of replacing, installed in 2004
CO ADMIN	Emergency Battery Backup Power @Courthouse	19,500					critical batteries to be replaced
CO ADMIN	VPPSA CONVENIENCE CENTER SOLUTION	150,000					PROFFERS
GEN PROP	Key Card Locks at Administration Building	24,668					
JDR JUDGE	EV Car Charging Station	16,000					Judge has inquired in regards to getting a charging station for her vehicle-station would be placed in authroized vehicle parking in the back of the courthouse/restricted area for judges & Sheriff's office
CO ADMIN	BROADBAND INIATIVE	2,500,000					2M ARPA/225,000 EDA CIP ROLL FORWARD/275,000 INFRUST CIP ROLL FORWARD
CO ADMIN	FARMERS MARKET	250,000					RECOMMENDED IMPROVEMENTS PER COMP PLAN
CO ADMIN	LIBRARY DESIGN	25,000					RECOMMENDED IMPROVEMENTS PER COMP PLAN
CO ADMIN	WELCOME SIGN AT ENTRANCES OF COUNTY		20,000				RECOMMENDED IMPROVEMENTS PER COMP PLAN
	FIRE AND EMERGENCY SERVICES						
FIRE & EMS	TURN OUT GEAR	30,000					\$6K EACH
FIRE & EMS	WPVFR	50,000					sorely needed to medic replacement & repair issues
FIRE & EMS	MANGOHICK VFR	30,000					Level Funding - Balance Rolls Forward
FIRE & EMS	BRUSH/FR TRUCK	30,000					County to match 10% of total cost AFG grant (230k)
FIRE & EMS	LIFEPACKS & LUCAS DEVICES	25,000					County to match 50/50 - total cost \$50,000
FIRE & EMS	SCBA	280,000					attempt to receive AFG grant/replace out of date, out of service and out of compliance (\$280k-county share 10%)

KING WILLIAM COUNTY

FY2023 CAPITAL IMPROVEMENT PLAN REQUEST

5 YEAR PLAN

REQUEST FROM	GENERAL DESCRIPTION	FY2023	FY2024	FY2025	FY2026	FY2027	JUSTIFICATION
	<u>PARKS AND RECREATION</u>						
P&R	BALL PARK/ BALLFIELD IMPROVEMENTS	50,000					Scoreboards, Roofing for dug outs, press boxes, signage, bleachers
P&R	RECREATION PARK EXPANSION	25,000					TO INCLUDE TRAILS AND WATER IMPROVEMENT
P&R	RIVERFRONT DEVELOPMENT PLAN	100,000					RECOMMEND IMPROVEMENT PER COMP PLAN
P&R	MINI GOLF COURSE -Operated by Parks & Rec		25,000				RECOMMEND IMPROVEMENT PER COMP PLAN-AMMENTIES/Desgn & partnership with private developer
	<u>VEHICLES</u>						
	Vehicle Replacement - Sheriff	52,000					Purchase one (1) vehicle and upfit
	Vehicle Replacement Animal Control	49,000					Purchase one (1) vehicle and upfit
	Vehicle Replacement - Utilities	45,000					Current truck is past life expectancy
	Vehicle Purchase - DSS	3,875					Rotate DSS vehicle to Park & Rec. / Purchase new DSS vehicle for \$25k (84.5% reimb w/local match 15.5%)
	<u>INFORMATION TECHNOLOGY</u>						
IT	County Administration - Servers, Software, Computer Equipment	25,000	25,000	25,000	25,000		
IT	Servers, Software, Computer Equipment	35,000	30,000	30,000	45,000	30,000	New Cloud based phone System. Current system is seven years old.
IT	Cybersecurity Initiatives	20,000	20,000	20,000	20,000	20,000	Any tool set for remediation, implementation access controls, such as software, risk assessment
IT	Security Cameras - Admin	5,000					
	<u>PRESERVE & IMPROVE CIP ASSETS</u>						
GEN PROP	FOUNTAINBLEAU WELL&PUMP HOUSE	904,000					Ongoing project -Utility Bond
UTILITIES	CENTRAL GARAGE WATER TOWER		175,000				Estimate provided in 2016; Proposed to extend the life of the water tower and maintain efficiencies.
GEN PROP	HVAC REPLACEMENT	100,000	100,000	100,000	100,000		Replace units at Facility Complexes. 4-5/year @\$20k-25k ea.
GEN PROP	CARPET REPLACEMENT IN ADMIN		20,000				final stage of project
GEN PROP	MCALLISTER -(CARPET, WINDOWS, PAINTING;C	50,000	50,000				Renovation required; flooring, windows, paint
GEN PROP	JUVENILE BLDG GEN REPAIRS	150,000	150,000				Gut and renovate. Long overdue to make the best use of the space.
GEN PROP	ROOFING PROJECTS	175,000	175,000	175,000	175,000		Remaining buildings that need roof replacement: Courthouse, RAS, 360 Complex
GEN PROP	GENERATOR AT REGIONAL ANIMAL SHELTER	35,000					
GEN PROP	COUNTY ADMIN - PARKING LOT REPAIRS		100,000				
UTILITIES	WATER PROJECTS IDENTIFIED IN M.U.P	8,200,000					Master Utility Plan needs (600,000g elevated water tank, water tank & related infrastructure, water main extension on rt360)
	GRAND TOTAL	13,772,043	1,170,000	850,000	365,000	50,000	

KING WILLIAM COUNTY
FY2023 CAPITAL IMPROVEMENT PLAN REQUEST
5 YEAR PLAN

FUNDING STRUCTURE CIP				
GENERAL FUND FY2023 REVENUES	200,000			
UNASSIGNED GENERAL FUND	1,463,043			
FUND 501 WATER	45,000			
CAPITAL FUND ROLL FORWARD	485,000			
CAPITAL FUND-RESTRICTED INFRASTRUCTURE	275,000			
ARPA	2,000,000			
PROFFERS	200,000	2/8/22 Balance \$ 653,007.58		
UTILITY BOND	9,104,000			
TOTAL COUNTY CAPITAL EXP	13,772,043			

Unassigned General Fund

Per CAFR			
Unassigned Fund Balance			
FY 10	1,761,923		
FY 11	1,542,611		
FY 12	3,169,372		
FY 13	2,614,804		
FY 14	4,742,615		
FY 15	6,365,262		
FY 16	8,645,161		
FY 17	10,065,487		
FY 18	10,853,502		
FY 19	6,119,501		
FY 20	6,364,785		
FY21	8,043,743	*unaudit financials as of 2/25/22	
FY22	8,981,629	*Forecast	

King William County approved and adopted Financial Policy is to maintain an unassigned fund balance in the amount of 20% (approximately 2-3 months) of the General Fund expenditures and outflows at the end of each fiscal year.

The Expenditure total budget for Fiscal Year 2022 totaled \$28,117,949/ 20% = \$5,623,589.80

The estimated Fund Balance for Year End 2021 is 31%. The projection for FY23 is 20%. The forecast for June 30, 2022 is 22%.

FY2023 Department Five Year Request for CIP

FIVE YEAR REQUESTS							
CAPITAL IMPROVEMENTS PLAN							
REQUEST FROM	GENERAL DESCRIPTION	FY2023	FY2024	FY2025	FY2026	FY2027	JUSTIFICATION
	SPECIAL REQUEST						
CO ADMIN	Constitutional Officer - Courts and Public Safety Building Wing Build Out			500,000			Build out of unfinished area in Courts and Public Safety Building. Will be built as a Sheriff's Office Training Area.
CO ADMIN	MOTOROLA RADIO REPLACEMENT	230,000	230,000				roll forward \$230k from FY22
SHERIFF	Constitutional Officer - Sheriff's Office - Impound Lot		50,000				Build out fenced lot with pad back of Sheriff's Office behind New Courthouse
SHERIFF	Replacement of Courthouse Security System	200,000					System is in need of replacing, installed in 2004
CO ADMIN	Emergency Battery Backup Power @Courthouse	17,248					critical batteries to be replaced
CO ADMIN	VPPSA CONVENIENCE CENTER SOLUTION	150,000					
GEN PROP	Key Card Locks at Administration Building	24,668					
JDR JUDGE	EV Car Charging Station		16,000				Judge has inquired in regards to getting a charging station for her vehicle-our jurisdiction currently does not have charging station
	FIRE AND EMERGENCY SERVICES						
FIRE & EMS	EMERGENCY SERVICES	30,000	30,000	30,000	30,000	30,000	TURN OUT GEAR
FIRE & EMS	Fire and Emergency Services - WPVFR	50,000	30,000	30,000	30,000	30,000	sorely needed de to medic replacemtn & repair issues
FIRE & EMS	Fire and Emergency Services - Mangohick	30,000	30,000	30,000	30,000	30,000	Level Funding - Balance Rolls Forward
CHIEF	BRUSH/FR TRUCK	30,000					County to match 10% of total cost AFG grant (230k)
CHIEF	LIFEPACKS & LUCAS DEVICES	25,000					County to match 50/50 - total cost \$50,000
CHIEF	SCBA	28,000					attempt to receive AFG grant/replace out of date, out of service and out of compliance (\$280k-county share 10%)
	PARKS AND RECREATION						
County Admin	Recreation Development	50,000					Development Plan
P&R	Outdoor Speaker/Projector System	10,000					Updated system is needed to provide quality special events to the community such as music and movies in the park-USE OF FUND EXP/REV FY23
	VEHICLES						
	Vehicle Replacement - Sheriff	52,000					Purchase one (1) vehicle and upfit
	Vehicle Replacement - Animal Control	49,000					Purchase one (1) vehicle and upfit
	Vehicle Replacement - Utilities	45,000					Current truck is past life expectancy
	Vehicle Purchase - Parks & Recreation DSS	3,875					Rotate DSS vehicle to Park & Rec. / Purchase new DSS vehicle for \$25k (84.5% reimb w/local match 15.5%)
	INFORMATION TECHNOLOGY						
CO ADMIN	County Administration - Servers, Software, Computer Equipment	25,000	25,000	25,000	25,000		
IT	Servers, Software, Computer Equipment	35,000	30,000	30,000	45,000	30,000	New Cloud based phone System. Current system is seven years old.
IT	FortiGate Firewall	12,140					This will bring security monitoring in house for all devices.
IT	Fortigate Switches	2,500					Animal Shelter and Fire Station
IT	Cybersecurity Initiatives	20,000	20,000	20,000	20,000	20,000	Any tool set for remediation, implementation access controls, such as software, risk assessment
	PRESERVE & IMPROVE CIP ASSETS						
GEN PROP	FOUNTAINBLEAU WELL&PUMP HOUSE	904,000					Ongoing project -Utility Bond
UTILITIES	CENTRAL GARAGE WATER TOWER		175,000				Estimate provided in 2016; Proposed to extend the life of the water tower and maintain efficiencies.
GEN PROP	HVAC REPLACEMENT	100,000	100,000	100,000	100,000		Replace units at Facility Complexes. 4-5/year @\$20k-25k ea.
FRANKIE	CARPET REPLACEMENT IN ADMIN	12,000					final stage of project
GEN PROP	MCALLISTER -(CARPET, WINDOWS, PAINTING;GEN	50,000	50,000				Renovation required; flooring, windows, paint
GEN PROP	JUVENILE BLDG GEN REPAIRS	150,000					Gut and renovate. Long overdue to make the best use of the space.
GEN PROP	ROOFING PROJECTS	175,000	175,000	175,000	175,000		Remaining buildings that need roof replacement: Courthouse, RAS, 360 Complex
GEN PROP	GENERATOR AT REGIONAL ANIMAL SHELTER	35,000					
UTILITIES	WATER PROJECTS IDENTIFIED IN M.U.P	8,200,000					Master Utility Plan needs (600,000g elevated water tank, water main upsizes, loop at Central Garage, water main extension on rt360)
		10,745,431	961,000	940,000	455,000	140,000	

King William County Public Schools
Preliminary Capital Improvements Plan FY 2023-2027

2023-2027

Project	Facility	Comments	FY2023	FY2024	FY2025	FY2026	FY2027	Funding Source
FACILITIES and EQUIPMENT (Not Including HHMS Remodel):								
Replacement of HVAC units	AES, CSPS, KWHS	AES FY23, CSPS FY25 & KWHS FY25	5,000,000		2,500,000			Financing
Roofing	CSPS	FY25 CSPS			800,000			Financing
Replacement of HVAC units	HHMS	HHMS FY23	1,300,960					HVAC Grant & School Funding?
Classroom & Cafeteria Furniture, Flooring	All Schools	FY22-KWHS (guidance & Main Office) FY22-CSPS Main office- Flooring	100,000	75,000	100,000	75,000	100,000	School Reserve Funds
Bus Garage	KWHS	Consideration of Bus Garage			750,000			Financing
Parking Lot Paving, Sealing, and Painting	AES, CSPS	Lack of deferred maintenance has provided a real problem with our school lots; reseal a lot during off years	230,000	75,000	250,000	50,000	75,000	Undecided
Playground Replacement	CSPS/AES	Replacement of Playground equipment	80,000		90,000			School Reserve Funds
Replacement of Treatment Plant Components	HHMS			350,000				Financing

High School Athletics:								
Band Uniforms	KWHS	Band Uniforms over 17 years old	45,000					School Reserve Funds
Gator for dragging of fields	KWHS	request from Athletic Director	10,000					School Reserve Funds
Repair & Replace Track	KWHS			1,200,000				Financing

VEHICLES:								
School Bus Replacement	Division	Two/Three new buses per year	200,000	300,000	200,000	300,000	200,000	School Reserve Funds
Special Needs School Bus Replacement	Division	SPED bus		120,000			120,000	School Reserve Funds
Maintenance Vans	Division	Maintenance Vans	60,000				32,000	School Reserve Funds
New and Replacement Service Vehicles	Division	Transporting students ; increased need-3 this yr	75,000	50,000	50,000	50,000	50,000	School Reserve Funds

TECHNOLOGY:								
Network infrastructure/ Replacement of IT	HHMS	Replacements and Upgrades/ smart boards		75,000	75,000			School Reserve Funds
Replace 1 to 1 computers at KWHS	KWHS	1-to-1 initiative			375,000			VPSSA Grant/ School Reserve
Replace 1 to 1 computers at HHMS	Division	1-to-1 initiative					350,000	VPSSA Grant/ School Reserve
Replacement of Instructional Computers	Division	replacements as needed			75,000		75,000	School Reserve Funds
Cooling systems for Server Rooms	Division	replace cooling systems in server rooms	8,000					School Reserve Funds
Security Camera/ door security	Division	much needed to secure buildings	15,000	15,000	15,000	15,000	15,000	School Reserve/ Security Grant

Yearly Totals			7,123,960	2,260,000	5,280,000	490,000	1,017,000	
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From School Reserve Fund	823,000	710,000	855,000	490,000	667,000
KWCPS- Grant Funded	1,300,960		375,000		350,000
Capital Project Financing	5,000,000	1,550,000	4,050,000	-	-
Totals	7,123,960	2,260,000	5,280,000	490,000	1,017,000

AGENDA ITEM 12.a.

Administration Report - Percy C. Ashcraft, County
Administrator



County Administrator's Report

February 28, 2022 Meeting of the Board of Supervisors

Meetings & Special Dates

March

1. Planning Commission Meeting – March 1, 7 p.m.; Board Room.
2. Recreation Commission Meeting – March 3, 7 p.m.; Community Center
3. Board of Supervisors Joint Budget Meeting w/KWCPS – March 8, 7 p.m.; Board Room.
4. Economic Development Authority Meeting with Planning Commission– March 9, 7 p.m.; Board Room.
5. Comprehensive Plan Public Hearing – March 10, 7 p.m.; Board Room
6. Board of Supervisors Work Session & Presentation of Budget – March 14, 7 p.m.; Board Room
7. Wetlands Board Meeting – March 17, 6:30 p.m.; Board Room
8. Board of Zoning Appeals Meeting – March 23, 6:30 p.m.; Board Room
9. Board of Supervisors Regular Meeting – March 28, 7 p.m.; Board Room

Notes & Updates

1. Personnel
 - a. Katelynn Seay hired as Animal Control Deputy.
 - b. Barbara Trimmer hired as Planning Secretary.
 - c. Lauren Lechowicz hired as Juvenile Counselor.
 - d. Joseph Yancey hired as part-time medic firefighter.
2. The unemployment rate in King William County in December was 2.4 percent.
3. Staff is currently developing an Acceptable Use Policy for phones and other devices. It will be presented at the March 8th Work Session.
4. COVID-19 Update:
 - a. King William County is averaging five new cases per the most recent seven-day average as of February 22.
 - b. King William County residents have experienced 3,633 cases of COVID-19 since February, 2020 as of February 22. A total of 83 required hospitalization and 32 passed away.
 - c. County Government continues to follow a mask policy when dealing with the public and non-vaccinated personnel.

5. The County newsletter is now being published weekly to complement the website, Facebook, Twitter, and County Administrator's blog to increase public awareness of matters happening within King William County. Residents can get on the distribution list by filling out the form on the website, or they can read it from our webpage.
6. In partnership with King William County Little League, the Ball Park on Route 30 is being spruced up for the start of the season. Opening Day is March 26 and all members of the Board of Supervisors will be asked officially soon to throw out the first balls.
7. The Utilities Department is either replacing or installing new meters to customers.
8. Staff has stepped up its enforcement of County ordinances relative to property maintenance and abandoned vehicles. Priorities are the Commerce Park and the two main arteries in and around King William – Route 360 and Route 30.
9. Middle Peninsula Planning Commission (MPPDC) is asking for priorities of its localities. Chairman Moren sent out a form on February 20 to members of the Board of Supervisors. Submittal is by March 13.
10. Staff is helping to fill vacancies on the Economic Development Authority (EDA). Please see if you know of someone in the legal or financial professions that might want to serve.
11. Forest Pro is making plans to add a new location in Central Garage. They are looking to fill positions of Service Manager, Parts Manager, & Parts Specialist/Receptionist.
12. Dominion Energy sent out a notice last week regarding offering refunds to its customers.
13. County Staff will soon send an update to the Board of Supervisors on the Sweet Sue solar project.
14. Senator Mark Warner has reached out to localities reminding them of grant opportunities as a result of the Infrastructure Investment and Jobs Act that President Biden signed on November 15. Staff is reviewing the possibilities and will be in touch with Senator Warner's Staff.

AGENDA ITEM 12.b.

Board Information

AGENDA ITEM 12.b.i.

Animal Activities Report - January 2022

Regional Animal Shelter
Animal Activities Report
January 2022

Dogs Received	Stray		Seized		Bite Cases		Surrendered		Other		Total		
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	
Month	16	16	0	0	3	3	4	4	0	0	23	23	
KW Animal Control	7	7	0	0	0	0	0	0	0	0	7	7	
K & Q Animal Control	4	4	0	0	0	0	3	3	0	0	7	7	
King William Citizens	2	2	0	0	0	0	12	12	0	0	14	14	
King & Queen Citizens	0	0	0	0	0	0	0	0	0	0	0	0	
Trans in from Releasing Agency	29	29	0	0	3	3	19	19	0	0	51	51	
Totals													
Disposition (Dogs)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total		
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	
Month	5	5	7	7	27	27	12	12	0	0	51	51	
Cats Received	Stray		Seized		Bite Cases		Surrendered		Other		Total		
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	
Month	4	4	0	0	0	0	0	0	0	0	4	4	
KW Animal Control	0	0	0	0	0	0	4	4	0	0	4	4	
K & Q Animal Control	0	0	0	0	0	0	5	5	0	0	5	5	
King William Citizens	0	0	0	0	0	0	2	2	0	0	2	2	
King & Queen Citizens	0	0	0	0	0	0	0	0	0	0	0	0	
Trans in from Releasing Agency	4	4	0	0	0	0	11	11	0	0	15	15	
Totals													
Disposition (Cats)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total		
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	
Month	1	1	1	1	7	7	6	6	0	0	15	15	
Month	2	2	Other Species Handled		Month	YTD	Month	YTD	Month	YTD	Month	YTD	
Month	2	2			0	0	0	0	0	0	0	0	
Other Received Explanation													
Other Disposition Explanation													
Animals On Hand	2/1/22												
Dogs	10	Cats	7	Other Species	0								



20201 King William Road
P.O. Box 215
King William, Virginia 23086
804-769-4983 Fax: 804-769-4993

January 2022 Animals Euthanized Explanation

Cats Euthanized: 6

- 2 were trapped feral cats turned over to King & Queen Animal Control by their owner
- 1 was a trapped feral cat brought to the Shelter by a King & Queen owner
- 2 were severely ill King William stray cats that were euthanized by the veterinarian
- 1 was surrendered by a King William owner due to aggression.

Dogs Euthanized: 12

- 2 skittish stray King & Queen Animal Control Hounds, both seniors, both poor body condition with mammary tumors and lice, heartworm positive
- 1 senior stray King & Queen Animal Control Hound, body score of 1, missing most of bottom lip
- 1 senior stray King & Queen Animal Control Hound, body score 2, Bi-lateral eye infections
- 1 senior stray King William Animal Control Hound, body score 2, all paw pads raw, heartworm positive
- 1 senior stray King William Animal Control Hound, body score 1, widespread hair loss, bi-lateral ear infections with tumors growing out of one ear, deaf, growth on stomach and spine
- 1 surrendered to King William Animal Control Redbone Hound after biting
- 1 stray King William Animal Control Hound, kennel stress, bloody paws from jumping on wire kennel fence, breaking teeth from chewing kennel fence, heartworm positive
- 1 stray King & Queen Beagle brought by citizen, heartworm positive, veterinarian diagnosed a huge bladder stone causing bloody urine
- 1 stray King William Pit Terrier type brought by citizen, senior, poor condition, widespread hair loss
- 1 senior stray King William Animal Control Beagle, blind
- 1 senior stray King William Animal Control Beagle, blind, large mammary tumors

AGENDA ITEM 12.b.ii.

Building Department Report - January 2022

King William County Building Department Report

	JANUARY 2022
TOTAL PERMITS ISSUED	56
BUILDING INSPECTIONS COMPLETED	287
NEW COMMERCIAL PERMITS	1
NEW DWELLINGS	11
CERTIFICATE OF OCCUPANCY	7
PLAN REVIEW	11

AGENDA ITEM 12.b.iii.

Fire & EMS Department Report - February 28, 2022



Stacy Reaves, Fire Chief

King William Fire & Emergency Services Department Report February 28, 2022

- For information regarding booster vaccines, visit Three Rivers website for regional clinics and registration. <https://www.vdh.virginia.gov/three-rivers/>
- Station One remains closed to the public, personnel still perform screenings when coming on shift, and facemasks are still required when social distancing cannot occur. The building will remain closed to the public and we will continue to stay engaged with the public away from the facility.
- The county masking policy for all county buildings and continued decontamination efforts have proven to help mitigate contamination and spread of COVID-19 among the workforce within the buildings.
- The Recruits have completed their EMT Program and are scheduled to sit for the National Registry the week of February 22nd. They have all completed and passed their EVOC training held February 21st and February 22nd. The application for the Fire Academy package is being processed through VDFP. King and Queen County Fire and EMS is partnering with our class and with regional participation in the EMT program and recruit academy.
- Department leadership is working to develop procedures and tactical guidelines to define goals and expectations for emergency and non-emergency responses to ensure quality of service.
- ESO Fire and EMS reporting is live for all stations. KWFEMS is live with ESO scheduling. The remaining modules will be implemented over the next several weeks.
- The SAFER Grant and AFG applications have been submitted.
- The new ambulance has been placed in service after having been stocked, and tags and licensing obtained.
- The engine build has a projected delivery of September.
- Through Virginia Department of Emergency Management, we have been awarded the ability to utilize Olson Consulting to continue work on our Emergency Operation Plan. Meetings will begin this week.
- The EOC is being established at Station 1 and the backup will be in the County Administration building Board Room. Plans for hardware and communications installation are being developed. We will begin meeting with partners to develop a plan for the needed equipment.



Stacy Reaves, Fire Chief

- We are working towards creating a CERT - Citizens Emergency Response Team. Assistant Chief Jones will be the project manager as part of his new assignment. He is already in discussions with larger team managers to develop a work plan.
- For a clearer understanding of the use of resources, the reasoning behind utilizing two engines on a motor vehicle accident is for firefighter, law enforcement, victim, and scene safety, and expediting mitigation of extrication and patient packaging. Most all second due responses are delayed due to distance and unstaffed apparatus. In our county, we have two main roads with speed limits of 55mph and 60mph, both of which have heavy traffic including tractor trailer traffic. We follow FEMA's TIMS (Traffic Incident Management Safety), as do most of our regional partners with interstate and interstate-like roadways. The purpose is to protect the lives of the providers and ensure safety for the victims. We utilize the same approach on our secondary roads to due to high speeds, blind curves, and no shoulder space for safety. The intent is to block the scene from both directions and to allow controlled traffic flow around the incident when possible.

Annual CAD dispatched calls without major refinement of data:

Calendar Year 2021 Calls Dispatched by CAD Report					
	MV FD	KWF E	WC FA	WPV FR	District Totals
Mangohick	225	282	8	11	526
King William	132	913	33	55	1133
Courthouse	13	271	67	27	378
West Point	6	17	8	640	671
Calendar Year 2021 Calls Out of County by CAD Report					
K and Q	2	10		14	26
New Kent				58	58
Caroline					0
Hanover		2			2
Total Calls	378	1495	116	805	2794

Calendar Year 2021 Mutual Aid Received by CAD Report						
	Caroline	Forsyth	Hanover	Life Evac	New Kent	District Totals
Mangohick	6		2			8
King William	2		1		1	4
Courthouse					2	2
West Point		1		2	69	72
Total Calls	8	1	3	2	72	86



Stacy Reaves, Fire Chief

January 2022 Calls based on reports in reporting software:

January 2022 Calls by Report				
	MVFD	KWFE	WPVFR	District Totals
Fire	4	23	25	52
EMS	28	94	40	162
Total Calls	32	117	65	214

Jan 22 KWFE Special Call Type	
	KWFE
Immediate Life Threat Medical	18
MVA	16
Extrication	1
MVA Pedestrian	1
MVA No Injury	9
Cardiac Arrest	7
ROSC	3
Total	55

AGENDA ITEM 12.b.iv.

Planning & Zoning Reports - January 2022

January 2022 Planning Report From Edmunds

Application Id	Insrt/ Dc-Blk /Lot	Property Location	Fee Status	Fee Building Code	Fee Service Id	Fee Service Descript	Fee Total
3314	30----4		PAID	PLANNING	SUB-BOUN	BOUNDARY SURVEY	25.00
3315	31----20	104 LITTLE WOODBURY ROAD	PAID	PLANNING	SUB-FAMI	FAMILY DIVISION	300.00
3343	20----33	1950 ENFIELD ROAD	PENDING	PLANNING	SITEPL1	SITE PLAN 1ST & 2ND SUBMITTALS	760.00
3355	43----10	107 JACKS CREEK ROAD	PENDING	PLANNING	SUB-SUBD	SUBDIVISIONS	525.00
3357	28----64A	222 CENTRAL PARK ROAD	PENDING	PLANNING	SITEPL1	SITE PLAN 1ST & 2ND SUBMITTALS	760.00
3358	21----36		PAID	PLANNING	SUB-SUBD	SUBDIVISIONS	650.00
Totals							3,020.00

Totals	
Boundary Survey	1
Family Division	1
Lot Line Adjustment	0
Subdivision Rev	0
Subdivision	2
Conditional use Acc	0
Conditional use Comm	0
Rezoning	0
Wetlands Board	0
WQIA minor	0
Site Plan	2

**EDMUNDS REPORT
FOR ALL ZONING PERMITS ISSUED FOR
JANUARY 2022 REPORT FORMERLY
KNOWN AS “ZONING LOG”**

Range: First to Last
 Activity Date Range: 01/01/22 to 01/31/22 Activity Type Range: First to Last
 Statuses: OPEN, APPROVED, DENIED, PENDING
 Inspector Id Range: First to Last
 Included Activity Types: Both
 Range of Building Codes: ZONING to ZONING
 Sent Letter: Y

Application Id Building Code	Insr/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	Owner Name	Actual Time	Status	Phone	Permit No
3071 ZONING	6--2--2 ZONING PLAN REV	CG	01/25/22	DEATON STUART A	DEATON STUART A		OPEN	(804)240-2245	
	REVIEWED FILE-THE 60'X100' POLE BARN WAS PROPOSED TO BE LOCATED IN THE FRONT YARD. ACCESSORY STRUCTURES CAN ONLY BE LOCATED IN THE SIDE OR REAR YARD. EXPLAINED THIS TO APPLICANT. ALSO EXPLAINED THAT THE HE DIDN'T HAVE A PLAT TO SCALE WITH A SEAL OR THAT SHOWED WHERE THE RPA IS LOCATED. EXPLAINED THAT HE HAD ROOM TO LOCATE IT ON THE SIDE IF THE DOCUMENT HE PROVIDED SHOWED THE SEPTIC LOCATION CORRECTLY. WAITING FOR HIM TO DETERMINE IF HE WANTS TO RELOCATE STRUCTURE.								
2977 ZONING	27--3-C-8 ZONING PLAN REV	CG	01/07/22	108 EVERGREEN GLADE CT	MANINNO SAL		APPROVED	(804)337-0827	21-00479
	NO RPA PER APPROVED SUBDIVISION PLAT. MEETS SETBACK REQ. REC H.D. APPROVAL AND VDOT ROW APPROVAL.								
2855 ZONING	27--3-D-1 ZONING PLAN REV	CG	01/11/22	102 CEDAR CREST ROAD	BALDUCCI RINO E		SR IRREVOCABL APPROVED		21-00480
	NO RPA ON THIS LOT PER APPROVED SUBDIVISION PLAT & SURVEY PROVIDED. MEETS SETBACKS. APPROVED SEPTIC PER HEALTH DEPT. REC ROW PERMIT PER VDOT.								
2854 ZONING	38-----80C ZONING PLAN REV	CG	01/31/22	1123 SCOTLAND LANDING ROAD	REMICK MARK		APPROVED	(989)400-2901	21-00507
	Received BZA variance V05-21 to allow 30x45 acc structure in the front yard. RPA on site but structure won't encroach into RPA or wetlands. Rec H.D. approval.								
2928 ZONING	44-----120B ZONING PLAN REV		01/14/22	219 CANAAN RD	JOHNSON ODIE		OPEN		21-00509
	Adding 2 5 x 5 decks from and rear Application attached.								
3206 ZONING	35--4--3 ZONING PLAN REV	CG	01/27/22	196 HICKORY KNOLL COURT	STEPHENS ALEX V		OPEN	(540)273-7342	21-00554

Application Id Building Code	Instrt/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	Owner Name Actual Time	Status	Phone	Permit No	
				PENDING HEALTH DEPT APPROVAL RPA ON LOT HOWEVER GARAGE WILL NOT ENCROACH INTO 100' BUFFER PER SURVEY PROVIDED BY APPLICANT. NO WETLANDS ON LOT. MEETS SETBACK REQ'S.					
2622 ZONING	10-A-1--10 ZONING PLAN REV CG		01/05/22	765 EDGAR ROAD	GROOVER RUSSELL P	APPROVED		21-00557	
				1/5/22-Received all documentation and survey. H.D. approved location of Landings and steps. 11/15/21-Received survey & SAP-meets setbacks-sent to H.D 8/18/21Emailed applicant: The plat is not to scale, includes several parcels that overlap each other and is cut off at the bottom. The one that is hand drawn is not drawn by a licensed surveyor and therefore I cannot verify the accuracy of the drawing. Please use a plat that is to scale and show the landing and steps that you are replacing, and then show the new landing that you will be building. Plats should also notate whether there is only RMA or if there is any RPA on the site by a licensed surveyor.					
3226 ZONING	14--9-C-5 ZONING PLAN REV CG		01/06/22	303 LAUREL DRIVE	BAILEY ROBERT SCOTT	APPROVED	(804)338-4241	21-00559	
				NO RPA PER SURVEYOR, REC H.D. APPROVAL. MEETS ZONING SETBACKS.					
3198 ZONING	48----358 ZONING PLAN REV CG		01/10/22	2437 WAKEMA RD	BAKER, KECK	APPROVED	(804)310-2897	22-00001	
				RPA ON SITE HOWEVER PROPOSED DWELLING DOESN'T ENCROACH INTO RPA. MEETS SETBACKS. OBTAINED HEALTH DEPT APPROVAL. NO VDOT APPROVAL BECAUSE ACCESSING PROPERTY THROUGH EASEMENT FROM ADJACENT 48-3 FAMILY MEMBER PARCEL.					
3298 ZONING	56--2--2 ZONING PLAN REV SG		01/11/22	5255 WAKEMA ROAD	LAURA BODURANT	APPROVED		22-00004	
3276 ZONING	54----51B ZONING PLAN REV CG		01/12/22	1583 CHURCHVILLE RD	CHURCHVILLE, LLC	APPROVED	(804)370-2104	22-00008	
				NO RPA PER APPROVED SUBDIVISION PLAT & SURVEY. MEETS SETBACKS. REC H.D. APPROVAL & VDOT ROW APPROVAL.					
3307 ZONING	48--6--5 ZONING PLAN REV CG		01/13/22	3716 CUSTIS WILLPOND ROAD	HOOKER HENRY L IV	APPROVED		22-00009	
				CURRENTLY 13 DOG LOCATION 120' FROM SIDE YARD, 130' FROM FRONT PROPERTY					

Application Id Building Code	Instr/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	Owner Name Actual Time	Status	Phone	Permit No
3277 ZONING	54-----51C ZONING PLAN REV CG		01/13/22	1587 CHURCHVILLE RD CHURCHVILLE, LLC		APPROVED	(804)370-2104	22-00010
3196 ZONING	27-----11G ZONING PLAN REV CG		01/13/22		DANIELS THOMAS	OPEN		22-00011
	Spoke with applicant-there is a proposed gravel drive easement that runs through tax map 27-11. That is located within the RPA. There is the ability to locate the easement outside of the RPA. Informed applicant that this would need to be located outside of RPA prior to being able to approve and need to be re-recorded in clerks office since has ingress/egress easement. The RPA wasn't shown on family subdivision when that done and was only shown on this plat. Can't proceed until this matter is resolved.							
2955 ZONING	21-E----31 ZONING PLAN REV CG		01/13/22	336 CHERRY HILL CIRCLE WEST	FRAZIER JEFFERY	APPROVED	()761-4248	22-00012
	RPA & WETLANDS PRESENT BUT DECK WONT ENCROACH. MEETS SETBACKS. VERIFIED FLOOD ZONE X. RECEIVED H.D. APPROVAL. NO LAND DIST APPROVAL REQ BECAUSE UNDER 2500 SQ FT.							
3312 ZONING	55-----4 ZONING PLAN REV SG		01/14/22	55 ST JOHNS CHURCH ROAD	HERNDON ASHLEY	APPROVED		22-00013
3205 ZONING	22--11-2A-55 ZONING PLAN REV CG		01/24/22	122 MCREE WAY	KENNINGTON PLACE LLC	APPROVED		22-00020
	NO RPA OR WETLANDS PER APPROVED SUBDIVISION AND PLAT PROVIDED BY SURVEYOR. MEETS SETBACK REQ'S. NOT IN FLOOD ZONE. STREETS NOT ACCEPTED INTO STATE SYSTEM SO NO VDOT APPROVAL YET.							
2879 ZONING	7-----22 ZONING PLAN REV CG		01/24/22	6299 W RIVER ROAD	BLYDENBURGH WILLIAM C	APPROVED		22-00021
	Andy went out to the site on 1/13 to take pictures of the structure and to determine how far the private road went back. Spoke directly to applicant							

Application Id Building Code	Inst/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	End Time	Actual Time	Owner Name	Status	Phone	Permit No
3334 ZONING	22-----89A1 ZONING PLAN REV CG		01/24/22				JESTER MATTHEW D	APPROVED		22-00022
<p>day prior to inform him that I am and trying to determine if i can call the portion of his property that located adjacent to the private drive the front yard. Only if i can call it the front yard would the pole shed be able to remain in the location he placed it because accessory structures are only able to be permitted in the rear and side yards. Andy met with applicant onsite 1/13/22. There is a gravel road that is almost a mile that leads from the public road past three houses back to his property. Applicant indicated that the road used to go past his property but trees have grown up since no one used it. I am satisfied that because the access to his parcel is from a gravel drive that is off the state road that goes past three houses that the front yard is located via the private gravel road. RECEIVED HEALTH DEPT APPROVAL FOR BOTH THE POLE SHED AND GARDEN SHED. NOTE: GARDEN SHED NOT REVIEWED BY ZONING BECAUSE APPLICANT INDICATED UNDER 256 SQ FT. ANDY LOOKED AT STRUCTURE AND STATED IT APPEARED TO BE UNDER 256. HEALTH DEPT DID EVALUATE FOR PURPOSES OF LOCATION TO SEPTIC.</p>										
3335 ZONING	29-----6A ZONING PLAN REV CG		01/24/22				OWENS PHILLIP	APPROVED	(757)506-5790	22-00023
<p>REPAIRING COMMERCIAL KITCHEN EQUIPMENT AND DOING GASKET REPLACEMENT. WILL NOT HAVE COMMERCIAL VEHICLE, TOOLS OR SUPPLIES TO BE STORED IN GARAGE AND NOT IN PLAIN SITE. MUST COMPLY WITH ITEMS 1-10 ON APPLICATION. NO LARGE EQUIP ALLOWED ON SITE.</p>										
3354 ZONING	28--1--4 ZONING PLAN REV CG		01/27/22				GELLEN ALLEN	APPROVED	(804)295-2859	22-00030
<p>BUSINESS WILL SELL, SERVICE, AND INSTALL SVEILLANCE EQUIPMENT FOR RESIDENTIAL AND COMMERCIAL-NO COMMERCIAL VEHICLES AT RESIDENCE, INSTALLATION AT JOB SITES, AND NO CUSTOMERS AT HOME</p>										
3359 ZONING	43-----5 ZONING PLAN REV CG		01/28/22				SCHOLL GARY	APPROVED	(804)885-0045	22-00032
<p>OFFICE USE ONLY-NO JUNK OR DEBRIS TO BROUGHT TO RESIDENCE. NO COMMERCIAL VEHICLES BE USED/ STORED AT RESIDENCE. MUST ABIDE BY CONDITIONS 1-10 AS NOTATED ON APPLICATION.</p>										

Application Id Building Code	Instr/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	Owner Name Actual Time	Status	Phone	Permit No
2929 ZONING	27-B-3-C-29 ZONING PLAN REV	CG	01/28/22	118 KENDAL DRIVE	DANDRIDGE ARTHUR W	APPROVED		22-00033
<p>APPLICANT OBTAINED A VARIANCE FROM THE BZA ALLOWING THE 30X50 DET GARAGE TO BE PLACED IN THE FRONT YARD AS SHOWN ON THE PROVIDED SITE PLAN</p>								
3285 ZONING	22--11-3A-J1 ZONING PLAN REV	CG	01/30/22		KENNINGTON PLACE LLC	APPROVED	(804)726-4524	22-00034
<p>NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC BZA VARIANCE V02-21 FOR REAR SETBACKS TO REDUCE TO 15'. STREETS NOT ACCEPTED SO NO ROW PERMIT AT THIS TIME.</p>								
3286 ZONING	22--11-3A-J2 ZONING PLAN REV	CG	01/30/22		KENNINGTON PLACE LLC	APPROVED	(804)726-4524	22-00035
<p>NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC VARIANCE V02-21 FOR REDUCTION IN REAR SETBACK TO 15'. STREETS NOT ACCEPTED SO NO ROW PERMIT AT THIS TIME.</p>								
3287 ZONING	22--11-3A-J3 ZONING PLAN REV	CG	01/30/22		KENNINGTON PLACE LLC	APPROVED	(804)726-4524	22-00036
<p>NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC VARIANCE V02-21 FOR REDUCTION IN REAR SETBACK TO 15'. STREETS NOT ACCEPTED SO NO ROW PERMIT AT THIS TIME.</p>								
3288 ZONING	22--11-3A-J4 ZONING PLAN REV	CG	01/30/22		KENNINGTON PLACE LLC	APPROVED	(804)726-4524	22-00037
<p>NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC VARIANCE V02-21 FOR REDUCTION IN REAR SETBACK TO 15'. STREETS NOT ACCEPTED SO NO ROW PERMIT AT THIS TIME.</p>								
3289 ZONING	22--11-3A-J5 ZONING PLAN REV	CG	01/30/22		KENNINGTON PLACE LLC	APPROVED	(804)726-4524	22-00038
<p>NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC VARIANCE V02-21 FOR REDUCTION IN REAR SETBACK TO 15'. STREETS NOT ACCEPTED SO NO ROW</p>								

Application Id Building Code	Insr/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time	Owner Name Actual Time	Status	Phone	Permit No
3290 ZONING	22--11-3A-J6 ZONING PLAN REV CG	CG	01/30/22	KENNINGTON PLACE LLC		APPROVED	(804)726-4524	22-00039
	NO RPA OR WETLANDS PER APPROVED SUBDIVISION PLAT. SETBACKS WERE APPROVED BY PRIOR DIRECTOR ON APPROVED SITE PLAN THAT VARIED FROM R-1. ALSO REC VARIANCE V02-21 FOR REDUCTION IN REAR SETBACK TO 15'. STREETS NOT ACCEPTED SO NO ROW PERMIT AT THIS TIME.							
3271 ZONING	26--9--3 ZONING PLAN REV CG	CG	01/27/22	2351 MAHIXON RD	DARRELL KELLUM, INC	APPROVED	(804)769-2419	22-00040
	RPA IN REAR OF LOT HOWEVER GARAGE MONT ENCROACH INTO BUFFER. NO WETLANDS PER PROVIDED SURVEY. MEETS SETBACKS. REC H.D. APPROVAL							

Application Id	Insrt/Dc-Blk/Lot	Inspector	Date	Property Location	Owner Name	Actual Time	Status	Phone	Permit No
Building Code	Activity Type			Start Time	End Time				

Activity Type Totals:

ZONING PLAN REV: 30

Building Code Totals:

ZONING: 30

Total Activities: 30 Total Permits: 30

Inspector Totals:

CG: 27
None: 1
SG: 2

EDMUNDS REPORT
FOR THE INDIVIDUAL TYPES OF ZONING
PERMITS ISSUED FOR JANUARY 2022

Range: ZON-APPE to ZONINGLE Include Penalty Lines: Yes Open: Y Held: Y
 Format: Detail without Payment Detail Invoice Date Range: 01/01/22 to 01/31/22 Paid: Y Cancel: Y
 Penalty Date Range: First to 06/30/22

Service Id	Service Description	Item Total	Paid	Canceled	Open	Status
Customer Id	Customer Name			Cancel Date		
Inv Id	Item Inv Date Description	Last Invoice	Pymt			
ZON-RESI	RESIDENTIAL ZONING PERMIT					
B0003502	VIRGINIA STRUCTURAL SOLUTIONS					
22-03881	1 01/13/22 Permit No: 22-00011	75.00	0.00	0.00	75.00	Open
	Customer Total:	75.00	0.00	0.00	75.00	
0-000152	BLYDENBURGH WILLIAM C					
22-03897	1 01/24/22 Permit No: 22-00021	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000175	DANDRIDGE ARTHUR W					
22-03919	1 01/28/22 Permit No: 22-00033	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000241	BAKER, KECK					
22-03867	1 01/11/22 Permit No: 22-00001	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000242	KENNINGTON PLACE LLC					
22-03896	1 01/24/22 Permit No: 22-00020	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000276	CHURCHVILLE, LLC					
22-03878	1 01/12/22 Permit No: 22-00008	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000277	CHURCHVILLE, LLC					
22-03880	1 01/13/22 Permit No: 22-00010	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	75.00	0.00	0.00	
0-000281	KENNINGTON PLACE LLC					
22-03920	1 01/30/22 Permit No: 22-00034	75.00	0.00	0.00	75.00	Open
	Customer Total:	75.00	0.00	0.00	75.00	
0-000282	KENNINGTON PLACE LLC					
22-03921	1 01/30/22 Permit No: 22-00035	75.00	0.00	0.00	75.00	Open
	Customer Total:	75.00	0.00	0.00	75.00	

Service Id	Service Description	Item	Inv Date	Description	Item Total	Paid	Canceled	Open	Status	
Customer Id	Customer Name	Inv Id	Item	Inv Date	Last Invoice	Pymt	Cancel Date			
0-000283	KENNINGTON PLACE LLC	22-03922	1	01/30/22	Permit No: 22-00036	75.00	0.00	0.00	75.00	Open
	Customer Total:					75.00	0.00	0.00	75.00	
0-000284	KENNINGTON PLACE LLC	22-03923	1	01/30/22	Permit No: 22-00037	75.00	0.00	0.00	75.00	Open
	Customer Total:					75.00	0.00	0.00	75.00	
0-000285	KENNINGTON PLACE LLC	22-03924	1	01/30/22	Permit No: 22-00038	75.00	0.00	0.00	75.00	Open
	Customer Total:					75.00	0.00	0.00	75.00	
0-000286	KENNINGTON PLACE LLC	22-03925	1	01/30/22	Permit No: 22-00039	75.00	0.00	0.00	75.00	Open
	Customer Total:					75.00	0.00	0.00	75.00	
0-000289	LAURA BODURANT	22-03871	1	01/11/22	Permit No: 22-00004	75.00	75.00	0.00	0.00	Paid
	Customer Total:					75.00	01/11/22 75.00	0.00	0.00	
0-000295	HOOKER HENRY L IV	22-03879	1	01/13/22	Permit No: 22-00009	75.00	75.00	0.00	0.00	Paid
	Customer Total:					75.00	01/13/22 75.00	0.00	0.00	
0-000307	OWENS PHILLIP	22-03899	1	01/24/22	Permit No: 22-00023	75.00	75.00	0.00	0.00	Paid
	Customer Total:					75.00	01/24/22 75.00	0.00	0.00	
0-000318	GELLEN ALLEN	22-03912	1	01/27/22	Permit No: 22-00030	75.00	75.00	0.00	0.00	Paid
	Customer Total:					75.00	01/27/22 75.00	0.00	0.00	
0-000321	SCHOLL GARY	22-03915	1	01/28/22	Permit No: 22-00032	75.00	75.00	0.00	0.00	Paid
	Customer Total:					75.00	01/28/22 75.00	0.00	0.00	
P0000807	AAPCO, LC, SOLARTYME	21-01179	1	01/05/22	Permit No: 21-00557	75.00	0.00	75.00	0.00	Canceled
		21-01185	4	01/06/22	Permit No: 21-00557	75.00	75.00	0.00	0.00	Paid
	Customer Total:					150.00	01/10/22 75.00	75.00	0.00	

Service Id	Service Description	Item Total	Paid	Canceled	Open	Status
Customer Id	Customer Name		Last Invoice	Cancel Date		
Inv Id	Item Inv Date Description		Pymt			
P0001268	DARRELL KELLUM, INC.					
22-03926	1 01/31/22 Permit No: 22-00040	75.00	0.00	0.00	75.00	Open
	Customer Total:	75.00	0.00	0.00	75.00	
P5000039	COMMONWEALTH BUILDING SOLUTION					
22-03882	1 01/13/22 Permit No: 22-00012	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	01/14/22 75.00	0.00	0.00	
P5000055	ALIANZA CONSTRUCTION					
21-01186	1 01/06/22 Permit No: 21-00559	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	01/25/22 75.00	0.00	0.00	
P5000058	JESTER PAYTON					
22-03898	1 01/24/22 Permit No: 22-00022	75.00	75.00	0.00	0.00	Paid
	Customer Total:	75.00	01/24/22 75.00	0.00	0.00	
	Service Total:	<u>1,800.00</u>	<u>1,125.00</u>	<u>75.00</u>	<u>600.00</u>	
	Report Total:	1,800.00	1,125.00	75.00	600.00	

Total Open by Service:

ZON-RESI RESIDENTIAL ZONING PERMIT

600.00

EDMUNDS REPORT
FOR ALL ZONING/LAND DISTURBANCE
PERMITS ISSUED CUSTOM REPORT

Instr/Dc-Blk/Lot	Property Location	Owner Name	Permit No	Subdivision Name	Building Code 1	Sq. Footage	Work Type	Issue Date	Description
27--3-C-8	108 EVERGREEN GLADE CT	MANINNO SAL	21-00479	CEDAR CREST	LDP	1,566	NEW DWELLING	1/7/2022	NEW SFD 1400 SF "THE GLOVER" MODEL
27--3-C-8	108 EVERGREEN GLADE CT	MANINNO SAL	21-00479	CEDAR CREST	LDP	1,566	NEW DWELLING	1/7/2022	NEW SFD 1400 SF "THE GLOVER" MODEL
27--3-D-1	102 CEDAR CREST ROAD	BALDUCCI RINO E SR	21-00480	CEDAR CREST	LDP	1,510	NEW DWELLING	1/11/2022	NEW SFD 1400 SQ FT 3 BED 2 BATH
27--3-D-1	102 CEDAR CREST ROAD	BALDUCCI RINO E SR	21-00480	CEDAR CREST	LDP	1,510	NEW DWELLING	1/11/2022	NEW SFD 1400 SQ FT 3 BED 2 BATH
48----35B	2437 WAKEMA RD	BAKER, KECK	22-00001	Baker Family Division	LDP	5,694	NEW DWELLING	1/11/2022	NEW SFD L/D - .90 ACRE
48----35B	2437 WAKEMA RD	BAKER, KECK	22-00001	Baker Family Division	LDP	5,694	NEW DWELLING	1/11/2022	NEW SFD L/D - .90 ACRE
54----51B	1583 CHURCHVILLE RD	CHURCHVILLE, LLC	22-00008	CHURCHVILLE ESTATES	LDP	0	NEW DWELLING	1/12/2022	NEW SFD 1512 SQ FT 3 BED
54----51B	1583 CHURCHVILLE RD	CHURCHVILLE, LLC	22-00008	CHURCHVILLE ESTATES	LDP	0	NEW DWELLING	1/12/2022	NEW SFD 1512 SQ FT 3 BED
48--6--5	3716 CUSTIS MILLPOND ROAD	HOOKER HENRY L IV	22-00009		ZONING	0	KENNEL LICENSE	1/13/2022	KENNEL LICENSE-CURRENTLY 13 DOG LOCATION 120' FROM SIDE YARD. 130' FROM FRONT PROPERTY LINE AND 235' FROM NEAREST
54----51C	1587 CHURCHVILLE RD	CHURCHVILLE,LLC	22-00010	CHURCHVILLE WOODS	LDP	1,587	LDP RES	1/13/2022	NEW SFD 1512 SQ FT 3 BED
54----51C	1587 CHURCHVILLE RD	CHURCHVILLE,LLC	22-00010	CHURCHVILLE WOODS	LDP	1,587	LDP RES	1/13/2022	NEW SFD 1512 SQ FT 3 BED
27----11G		DANIELS THOMAS	22-00011		ZONING	0	NEW DWELLING	1/13/2022	NEW SFD L/D - 6,200 S/F
55----4	55 ST JOHNS CHURCH ROAD	HERNDON ASHLEY	22-00013		ZONING	0	HOME OCCUPATION	1/14/2022	AMENDMENT TO THE HOUP TO INCLUDE AGRITOURISM - WHICH WILL INCLUDE FLOWER GROWING, EDUCATIONAL AND FLOWER
28--4--1		MINTER, CASEY R.	22-00015		LDP	0	LDP RES	1/20/2022	L/D FOR NEW SFD - 38,000 S/F
29----8F		DARRELL KELLUM, INC	22-00016		LDP	0	LDP RES	1/21/2022	LAND DISTURBANCE ONLY
29----8G		DARRELL KELLUM, INC	22-00017		LDP	0	LDP RES	1/21/2022	LAND DISTURBANCE PERMIT ONLY
29----8E		DARRELL KELLUM, INC	22-00018		LDP	0	LDP RES	1/21/2022	LAND DISTURBANCE ONLY FOR NEW SFD
22--11-2A-55	122 MCREE WAY	KENNINGTON PLACE LLC	22-00020	KENNINGTON 2A	LDP	2,239	NEW DWELLING	1/24/2022	NEW SFD 1871 SF L/D- 15,035 S/F
22--11-2A-55	122 MCREE WAY	KENNINGTON PLACE LLC	22-00020	KENNINGTON 2A	LDP	2,239	NEW DWELLING	1/24/2022	NEW SFD 1871 SF L/D- 15,035 S/F
22----89A1		JESTER MATTHEW D	22-00022		ZONING	0	HOME OCCUPATION	1/24/2022	HOME OCCUPATION-"PATRIOT WARFARE" APPAREL THAT WILL BE SHIPPED DIRECTLY FROM THE VENDOR TO CUSTOMERS. ONLINE
29----6A	226 LITTLEPAGE LANE	OWENS PHILLIP	22-00023		ZONING	0	HOME OCCUPATION	1/24/2022	HOME OCCUPATION "GASKET GUY RICHMOND LLC" INDEPENDENT CONTRACTOR - WILL BE REPAIRING COMMERCIAL KITCHEN
63----5	795 MOOREFIELD	COFFMAN MARCUS	22-00025		LDP	0	LDP RES	1/26/2022	LAND DIST=20,000 SQ FT TO CLEAR TREES AS SHOWN ON SITE PLAN
28--1--4	183 CLARKS LANE	GELLEN ALLEN	22-00030		ZONING	0	HOME OCCUPATION	1/27/2022	HOME OCCUPATION "SURVEILLANCE CAMERA PROS" BUSINESS WILL SELL, SERVICE, AND INSTALL SVEILLANCE EQUIPMENT FOR
21--13--38		MCCAULEY PARK LLC	22-00031		LDP	0	LDP RES	1/28/2022	L/D FOR NEW SFD - 15,000 S/F
43----5	2079 EAST RIVER ROAD	SCHOLL GARY	22-00032		ZONING	0	HOME OCCUPATION	1/28/2022	HOME OCC "JAG HAULING" OFFICE USE ONLY AT HOME

22-11-3A- J1		KENNINGTON PLACE LLC	22-00034		LDP	0	LDP RES	1/30/2022	NEW SFD - ATTACHED 1794 SQ FT
22-11-3A- J1		KENNINGTON PLACE LLC	22-00034		LDP	0	LDP RES	1/30/2022	NEW SFD - ATTACHED 1794 SQ FT
22-11-3A- J2		KENNINGTON PLACE LLC	22-00035		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2440 SQ FT
22-11-3A- J2		KENNINGTON PLACE LLC	22-00035		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2440 SQ FT
22-11-3A- J3		KENNINGTON PLACE LLC	22-00036		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2041 SQ FT
22-11-3A- J3		KENNINGTON PLACE LLC	22-00036		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2041 SQ FT
22-11-3A- J4		KENNINGTON PLACE LLC	22-00037		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2212 SQ FT
22-11-3A- J4		KENNINGTON PLACE LLC	22-00037		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2212 SQ FT
22-11-3A- J5		KENNINGTON PLACE LLC	22-00038		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 1655 SQ FT
22-11-3A- J5		KENNINGTON PLACE LLC	22-00038		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 1655 SQ FT
22-11-3A- J6		KENNINGTON PLACE LLC	22-00039		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2440 SQ FT
22-11-3A- J6		KENNINGTON PLACE LLC	22-00039		LDP	0	LDP RES	1/30/2022	NEW SFD ATTACHED 2440 SQ FT
18-7-3		SHAMBURG WESLEY D	22-00041		LDP	0	LDP RES	1/31/2022	L/D FOR FUTURE SFD - 25,000 S/F

Range: First to Last
Activity Date Range: 01/01/22 to 02/08/22 Activity Type Range: First to Last
Statuses: OPEN, APPROVED, SCHEDULED, FAILED, PASS
Inspector Id Range: First to Last
Range of Ordinance Ids: First to Last

Violation Id Ordinance Id	Insrt/Dc-Blk/Lot	Property Location Activity Type	Inspector	Owner Name Date	Start Time	End Time	Phone Actual Time	Status
21-00010	48--6--5	3716 CUSTIS MILLPOND ROAD		HOOKER HENRY L IV				
		SENT ZON LETTER	AL	01/04/22				OPEN
		Sent courtesy letter to obtain kennel license						
		2ND ZON FOLL UP	AL	01/27/22				OPEN
		Mr. Hooker obtained proper kennel license on 1/13/22. He indicated proper placement according to current ordinance. see attached permits he obtained. Follow up inspection, Mr. Hooker is working on relocated kennel. Needs more time to complete because of weather. will follow up in 2 weeks.						
21-00011	13----68	814 UPSHAW ROAD		LEGROS RANDALL			()769-7156	
		2ND ZON FOLL UP	AL	01/10/22				OPEN
		No one home,will schedule follow up inspection						
		SENT ZON LETTER	AL	02/03/22				OPEN
21-00012	56--1--7	2074 CUSTIS MILLPOND ROAD		SUTHERLIN HENRY D				
		2ND ZON FOLL UP	AL	01/04/22				OPEN
		HAVE NOT HEARD FROM APPLICANT SO ANDY WILL REACH BACK OUT TO APPLICANT TO DETERMINE WHICH COURSE OF ACTION HE CHOSE TO DO.						
		2ND ZON FOLL UP		01/31/22				OPEN
		APPLICANT WILL BE APPLYING FOR AN RPA EXCEPTION						
21-00016	5--7--6	5513 HERRING CREEK ROAD		PIERCE LUIS A				
		1ST ZON COMP	AL	01/10/22				OPEN
		1/10/2022 , 10:30 am , was not able to access property, gated						
		1ST ZON COMP	AL	02/08/22				OPEN
		Contacting adjacent neighbor to try and view structures from their property						
21-00018	26----30A	58 MOORES LANE		WILKERSON RICKY LEE				
		2ND ZON FOLL UP	AL	01/26/22				FAILED
		Follow up inspection observed 2 inoperative vehicles without license plates , 1 backhoe, and a pile of rubbish containing engine parts, tires, miscellaneous debris, etc. Sending courtesy letter.						
		SENT ZON LETTER	AL	01/26/22				OPEN

Violation Id Ordinance Id	Insrt/Dc-Blk/Lot	Property Location Activity Type	Inspector	Owner Name Date	Start Time	End Time	Phone Actual Time	Status
21-00019	26----35	629 MOUNT COLUMBIA ROAD SENT ZON LETTER	AL	JOHNSON MAURICE 02/08/22				OPEN
21-00021	47----41A	24272 KING WILLIAM ROAD 1ST ZON COMP Dilapidated Structure, inopeable vehicle	AL	SPEAS CAMDEN 02/08/22				OPEN
21-00022	29----72D	281 ROANE OAK TRAIL 2ND ZON FOLL UP Inspection of site performed 1/10/2022 , approximately 6,000 square feet cleared, erosion and sediment controls (silt fence) installed,will need to obtain a land disturbance permit. Applicant applied for land disturbance permit.	AL	SNEAD CHARLES 01/05/22				FAILED
21-00023	10----2C	1ST ZON COMP DEMOLITION OF DWELLING,posted dwelling 1/06/2022 , no one home	AL	WALKER CHARLES H JR 01/06/22				OPEN
22-00001	37----27	18695 KING WILLIAM ROAD 1ST ZON COMP	AL	COLEMAN GARLAND 02/08/22			(804)514-3759	OPEN
22-00002	37----18A	18447 KING WILLIAM ROAD 1ST ZON COMP Complaintant states that there is an old florist sign in front of residence however there is no longer a residece there.	AL	CARTER WYLENA L 02/08/22				OPEN

Violation Id Ordinance Id	Insrt/Dc-Blk/Lot	Property Location Activity Type	Inspector	Owner Name Date	Start Time	End Time	Phone Actual Time	Status
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Activity Type Totals:

1ST ZON COMP: 6 2ND ZON FOLL UP: 6 SENT ZON LETTER: 4

Total Activities: 16 Total Violations: 11

Inspector Totals:

AL: 15
None: 1

AGENDA ITEM 12.b.v.

Sheriff's Office Activity Report - January 2022



King William Sheriff's Office
351 Courthouse Lane, Suite 160
King William, VA 23086
J. S. Walton, Sheriff

King William Sheriff's Office Activity

January 1, 2022 – January 31, 2022

Calls for Service	889
Incident Reports	86
Traffic Summons	29
Warrants Served	45
Civil Papers Served	399
13B-Simple Assault	1
16.1-253.2-PROTECTIVE ORDER: VIOLATION	1
18.2-119.1-TRESPASS: POST UNAUTHORIZED: NO TRESPASS SIGNS	1
18.2-137-MONUMENT: INTENTIONAL DAMAGE, VALUE <\$1000	1
18.2-152.3-COMPUTER FRAUD: EMBEZZLE OR LARCENY <\$1000	1
18.2-178-OBTAIN MONEY BY FALSE PRETENSE, LARCENY>=\$1000	1
18.2-195.2-CREDIT CARD APPLICATION: FALSE STMT, FRAUD	1
18.2-266-DWI: 1ST OFFENSE	2
18.2-266-DWI: 2ND OFF W/IN 10Y, BAC .15-.20%	1
18.2-57.2-ASSAULT & BATTERY - FAMILY MEMBER	2
18.2-60-THREAT BY LETTER	1
18.2-61-RAPE: INTERCOURSE BY FORCE/THREAT/INTIMIDATION	1
18.2-67.4:2-SEXUAL ASSAULT OF CHILD 13-14	1
18.2-96-PETIT LARCENY: <\$1000 NOT FROM A PERSON	1
23F-Theft From Motor Vehicle	1
23H-All Other Larceny	3
26A-False Pretenses/Swindle/Confidence Game	1
26E-Wire Fraud	1
290-Destruction/Damage/Vandalism of Property	4
90D-Driving Under the Influence	1
90F-Family Offenses, Nonviolent	6
90Z-All Other Offenses	3
ANIMBD-ANIMAL BITE DOG/CANINE	3
CHECKW-CHECK WELFARE OF SUBJECT	1
CIVILD-CIVIL DISTUBANCE/VERBAL DISPUTE	3
DOA-DEAD ON ARRIVAL/DECEASED PERSON	7
JUVI-JUVENILE ISSUE	1
MENTAL-MENTAL SUBJECT	2
MVAHR-MOTOR VEHICLE ACCIDENT HIT AND RUN	1
OVERDOS-OVERDOSE	1
WARR-WARRANT SERVICE	7
** TOTAL **	86

AGENDA ITEM 12.b.vi.

Utilities Department Report - January 2022

**KING WILLIAM UTILITY DEPARTMENT
MONTHLY ACTIVITY REPORT - JANUARY 2022**

PROJECTS

ITEM	STATUS	NOTES
Industrial Park Water System	Ongoing	Submittals have been turned into DEQ
Kennington Office Warehouse	Started 1/25/2021	Building is under construction.
McCauley Park Sec. 2	Under Construction	All water lines installed. Tied into Project 100%
Central Crossings Sec 2B	Under Construction	Water and Sewer being installed; Water line being pressure tested
DEQ Withdrawl Permit : Central Garage System	Ongoing	Submittals have been turned into DEQ for evaluation
Kennington Section 2B	Under Review	Not yet started
Kennington Section 2C	Under Review	Not yet started

INFRASTRUCTURE GROWTH

	MONTHLY	FYTD
Water Connections	3	67
Sewer Connections	3	67
Water Meter Sales	17	47

SERVICE AND REPAIRS

	MONTHLY	FYTD
Miss Utility tickets	115	506
Repair items addressed	0	9
Flow Tests	0	3
Customer Transfers (Manual meter reads)	6	67
Replace defective meters	1	45
Manual Meter reads after Electronic Billing Reads	24	108
Bac't Samples per month	6	52
Number of inspection per working project	32	143
DEQ readings using Levelogger	2	12
Daily Water Usage Readings (3 wells)	19	139
Weekly Well Inspections (4 wells)	17	106

AGENDA ITEM 12.b.vii.

Board of Zoning Appeals Annual Report



King William County
Est. 1702

Board of Zoning Appeals

Department

Benjamin Shumaker, Chairman
Michael Nolan, Vice Chairman
Doris White
Yvonne Broadus
Amanda Walker

DATE: January, 19, 2022

TO: King William County Board of Supervisors

FROM: King William County Board of Zoning Appeals

SUBJECT: Board of Zoning Appeals 2021 Annual Report

SUMMARY

This report summarizes official actions and other accomplishments of the Board of Zoning Appeals during 2021, as well as proposed goals for 2022.

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
Doris White
Yvonne Broadus
Amanda Walker

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.

2021 GOALS & ACCOMPLISHMENTS

The BZA participated in the Zoning Ordinance review process, as well as the Comprehensive Plan review process.

2021 MEETINGS & ACTIVITY

Regular Meetings

01/20/21
04/21/21
07/21/21 (Failed Quorum)
08/04/21
09/15/21
12/02/21

Special Called Meeting

02/11/21

Appeals & Variances

V-04-20 Paige Kuhlmeier - Unanimous Denied
V-01-21 Mollie & Henry Gregory – Unanimous Approval
V-02-21 Kennington Place LLC – Unanimous Approval
V-03-21 Berb Built Inc – Unanimous Approval

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



King William County
Est. 1702

Board of Zoning Appeals

Department

Benjamin Shumaker, Chairman
Michael Nolan, Vice Chairman
Doris White
Yvonne Broadus
Amanda Walker

MOVING FORWARD

Chairman Benjamin Shumaker proposes the following goals for 2022:

- Provide new board members mentoring of Zoning Appeal Processes
- Enroll new members in the BZA certification training through the VCU Land Use Education program

The King William County Board of Zoning Appeals will establish these and other specific goals for 2022 during the January 2022 meeting.

Benjamin Shumaker

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

AGENDA ITEM 12.b.viii.

Synopsis from Middle Peninsula Planning District
Commission (MPPDC) Meeting - January 2022



MIDDLE PENINSULA
PLANNING DISTRICT COMMISSION

COMMISSIONERS

Essex County
Hon. Edwin E. Smith, Jr.
Hon. John C. Magruder
Ms. Sarah Pope

Town of Tappahannock
Hon. Fleet Dillard

Gloucester County
Hon. Ashley C. Chriscoe
(Vice-Chairman)
Hon. Kenneth W. Gibson
Dr. William G. Reay
Ms. Carol Steele

King and Queen County
Hon. Sherrin C. Alsop
Hon. R. F. Bailey
Mr. Thomas J.
Swartzwelder
(Chairman)

King William County
Hon. Ed Moren, Jr.
Hon. Travis J. Moskalski
(Treasurer)
Mr. Otto O. Williams
Mr. Percy Ashcraft

Town of West Point
Hon. James Pruett
Mr. John Edwards

Mathews County
Hon. David Jones
Hon. Melissa Mason
Mr. Thornton Hill

Middlesex County
Hon. Wayne H. Jessie, Sr.
Hon. Reggie Williams, Sr.
Mr. Gordon E. White

Town of Urbanna
Hon. Marjorie Austin

Secretary/Director
Mr. Lewis L. Lawrence

TO: Middle Peninsula County Administrators and Town Managers
Assistant Co. Administrators and Assistant Town Managers
County Board of Supervisors
Town Council Members
MPPDC Board of Commissioners
Planning Directors
Economic Development Authority Members

FROM: Lewie Lawrence, MPPDC Executive Director

DATE: February 14, 2022

RE: Synopsis of MPPDC Meeting of January 26, 2022

Executive Order Eighty-Four was issued on January 10, 2022 and remains in force until February 11, 2022, unless amended or rescinded by further executive order. This order was issued in accordance with §44-146.17 and §44-146.21. Which concurrently allows for meetings held through electronic communication means under §2.2-3708.2 A3 (<https://law.lis.virginia.gov/vacode/2.2-3708.2/>)

As such, the January 26th meeting of the Middle Peninsula Planning District Commission was held electronically. Public notice of such was posted on the MPPDC website, MPPDC Facebook Page and on the front door of the MPPDC.

In an effort to bring broader awareness to the work of the Middle Peninsula Planning District Commission to all elected officials and locality administrators and to alert you as to items that may require local participation or input, after each monthly meeting MPPDC staff will transmit a quick update on items discussed at the PDC meeting.

We hope this is of benefit to you. Please do not hesitate to contact me or my staff if you have any questions or want more information on any of the topics discussed.

Thank you.

Attachment

Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, January 26, 2022

125 Bowden Street

Saluda VA 23149

I. Roll Call of Attendees and Certification of a Quorum

The monthly meeting of the Middle Peninsula Planning District Commission was held virtually on Wednesday, January 26, 2022, at 7:00 p.m. MPPDC Chairman Swartzwelder welcomed everyone in attendance and requested roll call. A quorum was certified as roll call determined Essex, Gloucester, King & Queen, King William, Mathews, Middlesex Counties, and the Towns of Tappahannock, Urbanna and West Point were represented.

II. Approval of November Minutes

III. Approval of Financial Report for November and December

IV. Executive Director's Report on Staff Activities for the months of December and January

V. MPCBPAA Update

MPCBPAA Secretary, Lewie Lawrence stated the PAA will meet on February 11th.

VI. MPA Update

MPA Vice-Chair, Ashley Chriscoe reported he is waiting on results from the IRS to determine next steps and schedule a meeting.

VII. MPPDC Public Relations/Communications Update

Stephanie Heintz, Consociate Media began by congratulating the MPPDC on the beginning of their 50th year of public service. Ms. Heintz provided updates on the following topics: Press Release Focusing on Grant Funding and Ongoing Leveraging of Assets in the MP; Bay Direct Marketing and MidPen Rideshare; Paddle and Pub Crawl Launch on PAA Website; and Guinea Featured in Virginia Living Magazine.

VIII. Public Comment

None

AGENDA ITEMS FOR DISCUSSION

IX. Adoption of CY22 MPPDC Meeting Schedule

The CY22 MPPDC Meeting Schedule was unanimously approved as presented.

X. Regional Reassessment - Open Discussion

MPPDC Chairman Swartzwelder reported there has been interest from some of the MP localities in working with Gloucester County to conduct frequent reassessments and without the use of a third party. Gloucester's Acting County Administrator, Carol Steele stated she would be willing to set up a discussion with the interested County Administrators, after their option year is officially determined.

XI. DCR Flood Fund

MPPDC Chairman Swartzwelder provided an overview of the purpose for the creation of the DCR Flood Fund and the obstacles over 50 MP applicants have faced in attempting to obtain assistance from this fund. MPPDC Executive Director, Lewie Lawrence provided a PowerPoint presentation outlining the Flood Fund qualification requirements and the sequence of events that has taken place since the first-round applications weren't processed or scored by DCR. Del. Keith Hodges is currently looking into this matter and should have something to report in the coming days.

MPPDC Executive Director, Lewie Lawrence drew the Commission's attention to a flyer created by Hampton Roads PDC requesting the Commonwealth of Virginia establish a funding source to support flood prevention projects in the Commonwealth of Virginia. The Commission authorized the MPPDC Executive Director to work with the HRPDC in their efforts to establish this funding source.

XII. Regional Dredging – Update

MPPDC Executive Director, Lewie Lawrence reported the state may be considering funding a municipal dredge and how this can greatly affect the financial aspects of establishing a Regional Dredging Authority.

XIII. MPPDC Audit Approval (*Pending Delivery*)

The MPPDC Audit is still pending delivery.

XIV. General Assembly Update

MPPDC Executive Director, Lewie Lawrence stated Robert Crockett, Advantus Strategies will be sending updates to be shared with the Commission.

XV. Other Business - King and Queen EDA Award and PDC Office

Commissioner, Ed Moran spoke briefly on the local referendum for retail marijuana stores and the potential revenue effects.

Chairman Swartzwelder announced an award of \$1.6M to the King & Queen EDA to construct a telework center.

Commissioner, Travis Moskalski recognized King William High School's football team for their achievement of the Class 2 state title this past December.

XVI. Adjournment

AGENDA ITEM 12.b.ix.

VDOT Transportation Briefing - February 2022



Fredericksburg

King William County Board of Supervisors February 2022 VDOT Transportation Briefing

Construction Projects Underway

UPC 116636 - Eltham Bridge Inspections Project underway, the purpose of the project is to identify specific areas for any needed future rehabilitation efforts.

UPC 116589 - Edge line rumble strips underway Routes 30 and 360 countywide

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 634 Kentucky Road – UPC 114818 – March 2023

Route 633 Sandy Point Road – UPC 114819 – March 2024

Route 624 Trimmers Shop Road – UPC 114820 – March 2024

Route 617 W. Spring Forest Road – UPC 115626 – March 2025

Route 621 Green Level Road – UPC 115628 – March 2027

Construction Projects Next 24 Months

UPC 106179 – Route 600 Turn lane addition at Route 360, planned start spring 2022 – STP funds

Bridge Projects next 24 Months

UPC 118975 – Route 629 over Jacks Creek – Spring 2023

Traffic Engineering Requests

Completed: Directional Lane signage for Southbound Route 30 at Route 360. Traffic recommends no changes at this time, as recently installed signage and intersection markings are per standards and specifications utilized statewide. Accident and incident data to be monitored.

Supervisor Requests

None

Meetings of Significance

- Attended meeting with Town and School Staff on repaving High School bus loop during Spring Break
- Attending West Point Rotary Club meeting in February

Maintenance Operation Highlights

Completed Projects

- Snow Storm Cleanup
- West Point DI Cleaning
- Route 30 Pipe Cleaning
- Routes 614, 629 and 664 Brush Cutting/Sight Distance
- Routes 600, 604, 605, 625, 629 and 640 Dead Tree Removal
- Daylighting Signs countywide
- Sign Repair countywide
- Unpaved road maintenance countywide
- Patch potholes countywide

Upcoming Projects

- Routes 30 and 360 Shoulder Repair
- Route 640 Ditching
- Route 600 Sight Distance
- Brush Cutting Guardrails
- Sign Repairs/Daylighting signs countywide
- Unpaved Road maintenance throughout the county
- Continue to patch potholes Countywide

Land Use Highlights

- Site Plan reviews completed: 5
- Subdivision reviews completed: 0
- Average number of days per review: 4.8
- Number of permits issued: 9
- Number of permits completed: 0

Contact for questions or concerns:

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**VIRGINIA IS FOR LOVERS,
NOT LITTER**

AGENDA ITEM 14.a.

Motion to Convene Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider a personnel matter involving the performance of a specific public employee; and in accordance with Section 2.2-3711 (A)(5) of the Code of Virginia to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made; and in accordance with Section 2.2-3711 (A)(29) of the Code of Virginia to discuss the terms or scope of a public contract, because discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board.

CLOSED MEETING MOTIONS

PERSONNEL – In accordance with Section 2.2-3711 (A)(1) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to consider a personnel matter involving the (choose from below):

1. appointment of individuals to Boards and Commissions.

2. interview of a prospective candidate for employment.

(or the)

3. Employment

6. Promotion

9. Salary

4. Assignment

7. Performance

10. Discipline

5. Appointment

8. Demotion

11. Resignation

of a specific public officer / appointee / employee.

PUBLIC PROPERTY – In accordance with Section 2.2-3711 (A)(3) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting regarding real property used for a public purpose, specifically pertaining to (choose from below):

1. the acquisition of real property for a public purpose.

2. the disposition of (name publicly held real property involved).

because discussion in an open meeting may adversely affect the bargaining position or negotiating strategy of the Board.

PROTECTION OF PRIVACY OF INDIVIDUALS – In accordance with Section 2.2-3711 (A)(4) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting regarding a personal matter not related to public business in order to protect the privacy of individuals.

PROSPECTIVE BUSINESS OR INDUSTRY OR EXPANSIONS OF EXISTING BUSINESS OR INDUSTRY – In accordance with Section 2.2-3711 (A)(5) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss a prospective business or industry or expansion of an existing business or industry where no previous announcement has been made.

INVESTING OF PUBLIC FUNDS – In accordance with Section 2.2-3711 (A)(6) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss the investing of public funds where competition or bargaining is involved and where discussion in open session would adversely affect the financial interest of the County.

LEGAL MATTERS – In accordance with Section 2.2-3711 (A)(7) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to (choose from below):

- 1. consult with legal counsel, consultants, and/or staff on a matter of actual litigation in which the County is involved.
- 2. consult with legal counsel, consultants, and/or staff on a matter of probable litigation in which the County may become involved.

because discussion in an open meeting may adversely affect the litigation position or negotiating strategy of the Board.

LEGAL MATTERS – In accordance with Section 2.2-3711 (A)(8) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to consult with legal counsel on a specific legal matter (identify matter in general terms at a minimum) requiring the provision of legal advice by counsel.

HAZARDOUS WASTE SITING – In accordance with Section 2.2-3711 (A)(14) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to discuss the terms, conditions, and provisions of a hazardous waste siting agreement after a finding in open meeting that an open meeting will have an adverse effect upon the negotiating position of the Board or the establishment of the terms, conditions, and provisions of the siting agreement, or both.

TERRORIST ACTIVITY – In accordance with Section 2.2-3711 (A)(19) of the Code of Virginia, I move that the Board of Supervisors convene in Closed Meeting to (choose from below):

- 1. discuss plans to protect public safety relating to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, law-enforcement, or emergency service officials concerning actions taken to respond to such activity or a related threat to public safety.
- 2. discuss reports or plans related to the security of any governmental facility, building, or structure, or the safety of persons using such facility, building, or structure.

PUBLIC CONTRACTS – In accordance with Section 2.2-3711 (A)(29) of the Code of Virginia, because discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Board, I move that the Board of Supervisors convene in Closed Meeting to (choose from below):

- 1. discuss the award of a public contract involving the expenditure of public funds.
- 2. interview bidders or offerors.
- 3. discuss the terms or scope of a public contract.

AGENDA ITEM 14.c.

Certification of Closed Meeting

CERTIFICATION OF CLOSED MEETING

Mr. Chairman, I move that the King William County Board of Supervisors approve Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended, certifying that the Closed Meeting was conducted in conformity with the requirements of the Virginia Freedom of Information Act.

STANDING RESOLUTION – 1 (SR-1) A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT REGARDING MEETING IN CLOSED MEETING

WHEREAS, the King William County Board of Supervisors has convened a Closed Meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors on this _____ day of _____, 2021, hereby certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered by the King William County Board of Supervisors in the Closed Meeting to which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed, or considered by the King William County Board of Supervisors.

[ROLL CALL VOTE]