County of King William, Virginia

BOARD OF SUPERVISORS
REGULAR MEETING OF SEPTEMBER 26, 2022 - 7:00 PM
KING WILLIAM COUNTY ADMINISTRATION BUILDING
KING WILLIAM, VIRGINIA

A G E N D A

1. **Call to Order**

2. **Roll Call**

3. **Moment of Silence**

4. **Pledge of Allegiance**

5. **Review and Adoption of Meeting Agenda**

6. **Public Comment Period** *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. August 8, 2022 Work Session Draft Minutes

        ii. August 22, 2022 Regular Meeting Draft Minutes

    b. Approval of Expenditures - August 2022

    c. **Resolution 22-75** - Supporting Operation Green Light for Veterans

    d. **Resolution 22-76** - Amending and Appropriating the FY23 Budget to Include the Sheriff's Office SRO Grant Award

    e. **Resolution 22-77** - Approving the PPTRA Rate for the Personal Property 2022 Billing

    f. **Resolution 22-78** - Honoring the Life and Accomplishments of Queen Elizabeth II

    g. Approval to Sign Engagement Letter for FY22 Audit

8. Presentations

a. **Resolution 22-79** - Proclaiming October as Domestic Violence Awareness Month - Thrive Virginia

b. Regional Animal Shelter Strategic Plan Discussion - Lauri Betts, RAS Manager

9. New Business

10. Administrative Matters from County Administrator

a. Administration Report - Percy C. Ashcraft, County Administrator

b. Board Information

i. Animal Activities Report

ii. Building Department Report

iii. Community Connection Program

iv. Fire & EMS Department Report

v. Sheriff's Department Activity Report

vi. Utilities Department Report

vii. VDOT Transportation Briefing

11. Board of Supervisors' Comments

12. Closed Meeting

a. Motion to Convene Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider appointment of individuals to Boards and Commissions and to consider a personnel matter involving the assignment of a specific public officer/appointee/employee; and in accordance with Section 2.2-3711 (A)(3) of the Code of Virginia regarding the acquisition of real property for a public purpose.

b. Motion to Reconvene in Open Session

c. Certification of Closed Meeting

d. Action on Closed Meeting (if necessary)

13. Appointment

a. **Resolution 22-81** - Appointment to the Board of Zoning Appeals

14. 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.i.

August 8, 2022 Work Session Draft Minutes

DRAFT MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
WORK SESSION MEETING OF AUGUST 8, 2022

A work session meeting of the Board of Supervisors of King William County, Virginia, was held on the 8th day of August 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. Vice Chair Hodges announced that Ms. Letricia Moore, former Treasurer for West Point, passed away unexpectedly on August 7th.

Agenda Item 2. ROLL CALL

The members of the Board of Supervisors were polled:

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

Agenda Item 3. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA

Supervisor Garber made a motion to approve the amended agenda as presented. Vice Chair Hodges seconded. 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	Absent
Supervisor, 3rd District: Stephen K. Greenwood	Absent
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

Agenda Item 4. PRESENTATION

4.a. Adopting Resolution 22-60 - Congratulating the King William Little League State Softball Champions

Supervisor Garber made a motion to approve Resolution 22-60. Vice Chair Hodges seconded. The Chairman called for any discussion. The members were polled:

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

RESOLUTION 22-60

HONORING THE KING WILLIAM LITTLE LEAGUE 8–10-YEAR-OLD GIRLS SOFTBALL TEAM ON WINNING THE 2022 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 Little League 8–10-year-old girls softball team achieved such excellence on June 24, 2022 by defeating Westmoreland Little League to earn the District 15 championship title, allowing them to advance to the state tournament, and again on July 19, 2022 when they defeated Richlands Little League to win the 2022 Virginia 8-10 Year Old Division Softball Championship in Coeburn, Virginia; and

WHEREAS the team earned the first State Championship Title in King William Little League's 43-year history and the first 8-10 Softball State Championship in the history of District 15; and

WHEREAS Brooklyn Coleman, Maliyah Dabney, Kadence Dixon, Ella Johnson, Ava Maxey, Brenlee Mills, Makayla Richardson, Makenzie Seal, Gracie Sluder, Cassie Smith, Lucy Vincent, Aubrey Walton, and Emma Wilson are excellent young athletes, and together, have demonstrated remarkable energy, enthusiasm, teamwork, and dedication in the pursuit of their goals; and

WHEREAS many contributed to the team's outstanding success including their Manager - Chris Wilson, Assistant Coaches - John Seal and Steve Walton, 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 Little League 8–10-year-old softball 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 Little League 8–10-year-old softball team upon their 2022 Virginia District 15 8–10-Year-Old Division Softball Championship triumph and congratulate each member of the team and their coaches; 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 Little League and shall be spread upon the meeting minutes of said Board of Supervisors.

DONE this 8th day of August, 2022.

4.b. Presentation of Resolution 22-60 to King William County Little League Softball Champions

Mr. Ashcraft announced the coaches and players of the team as they entered the Board Room.

The Chairman and Supervisor Garber assembled in front of the dais. County Administrator, Percy Ashcraft, welcomed the Little League team and coaches as they entered the Board Room. All present were assembled and photos were taken. Supervisor Garber read Resolution 22-60 and presented it to the team.

Agenda Item 5. WORK SESSION MATTERS

5.a. Virginia Risk Sharing Association (VRSA) Presentation - Nora Pierre, Account Executive & Peter Stephenson, Local Government Specialist

Ms. Pierre and Mr. Stephenson went over the history and benefits available from VRSA.

Supervisor Garber asked about the Public Officials' Liability coverage. Ms. Pierre said it covers the Board of Supervisors members while acting within the scope of their duties.

5.b. Online Budget Tracking Software - Vendor Demo (Clear Gov) (Zoom)

Kristin Fine with Clear Gov gave an overview of the company and product (Attachment A).

Supervisor Garber asked how many localities are currently using the product. Ms. Fine said 800 across the country and about 10-15 in Virginia.

Vice Chair Hodges asked if Board members could ask questions on the platform during the budget process and if all members could see the questions asked. Ms. Fine said yes, the permissions setting could be set to allow all members to see all other members conversations.

Vice Chair Hodges asked if this would require another employee to manage. Ms. Fine said absolutely not. It's easy to implement and simply replaces what is currently being done.

Chairman Moren asked if they can run "what if?" scenarios on the budget during the development phase. Ms. Fine said yes. You can look at future forecasting, visuals, charts, graphs, etc. and it's easy to explain to the public.

Vice Chair Hodges asked if Clear Gov would link to the County's current financial software. Ms. Fine said yes. Supervisor Garber asked if it would specifically work with Edmunds. Ms. Fine said yes, they are a partner with Clear Gov.

Chairman Moren asked if the pricing includes training. Ms. Fine said it includes unlimited training, users, and customer support. Chairman Moren asked if the data backup is secure. Ms. Fine said they use the same technology used for the Secret Service and FBI.

5.c. Draft Ordinance 22-XX - Amend Property Tax Levies Upon Tangible Personal Property for the Classifications of Vehicles Created by House Bill 1239 - Natasha Joranlien, Director of Financial Services

Ms. Joranlien said staff recommends the rate of $2.66/$100 for Districts 2-5 and $1.20/$100 for District 1. This would address the increase in existing values and allow for the realistic growth in the County. These rates would be only for the classifications of vehicles created by House Bill 1239. Approval from the Board is needed to move forward with advertising a Public Hearing on this matter for August 22, 2022.

Vice Chair Hodges said West Point is using the same rate for all personal property classifications and asked what the consequence would be if the County did the same. Ms. Joranlien said the County would not meet revenue projections.

The general consensus of the Board was to move forward with advertising the Public Hearing for August 22, 2022.

5.d. CIP Adjustments (Parking Lot Improvements) - Steve Hudgins, Deputy County Administrator

Mr. Hudgins presented staff's request to adjust the CIP to allow for the resurfacing of the parking lots of the Administration Building and McAllister Building in the current fiscal year due to a competitive quote of $36,800 for both lots. This quote is not guaranteed to last until next fiscal year.

Vice Chair Hodges asked if staff looked at the Courthouse lots. Mr. Hudgins said no, he will look into it.

A Resolution for this matter will be added to the August 22, 2022 meeting agenda.

5.e. Open Burning Regulations - Percy C. Ashcraft, County Administrator

Mr. Ashcraft introduced Micah Clark, a student intern working with the County this summer. Mr. Clark is a KWHS graduate and studies Political Science & Leadership Studies at Longwood College.

Mr. Ashcraft presented a proposed brochure and update to the Burn Permit application.

Sheriff Walton asked if Dispatch needs to do anything more than put it on the mapping system when citizens call in that they've started a burn. He said those details can be worked out with the Fire Chief.

Chairman Moren asked that phone numbers for the Department of Forestry and DEQ be added to the brochure.

5.f. Amend King William County Code Chapter 34 - Fire Prevention and Protection - Percy C. Ashcraft, County Administrator

Mr. Ashcraft presented proposed changes to the Fire Prevention & Protection Ordinance to update outdated information and clarify other information. Staff requests approval to advertise a Public Hearing on the matter for August 22, 2022.

Supervisor Garber said he is in favor of moving forward and thanked Straughan Robinson for his input on the matter.

The general consensus of the Board was to move forward with advertising the Public Hearing for August 22, 2022.

5.g. Youth Sports Facility Upgrades at Hamilton-Holmes Middle School - Percy C. Ashcraft, County Administrator

Mr. Ashcraft addressed needed facility upgrades at HHMS. He said most of the recent KWHS championship football team went through the Raider football program. While the County is currently making improvements at the Rec Park which will benefit King William Little League, no dedicated effort has been made to improve facilities for the Raiders program. While the County hopes to provide a new facility in the long-term for soccer, football, and other recreation opportunities, some upgrades are needed now to make conditions safe for play at HHMS.

An ad hoc committee has met and identified the following needs – concession stand upgrades, shed repair, press box upgrades, electricity to sheds, and a safe playing surface. Bleachers were also discussed but removed from consideration due to cost. The schools are looking into the press box upgrades and provided the topsoil for the playing surface, which County facilities staff spread. It's estimated the cost to upgrade the concession stand and repair the sheds is $2,500. The work would be done by County facilities staff.

Staff requests the Board's authorization to allow County staff to perform the upgrades and repair using the proffer fund.

Vice Chair Hodges said the Board should wait until all members were present before making a decision.

Agenda Item 5. BOARD OF SUPERVISORS' REQUESTS

Vice Chair Hodges said the crosswalks in West Point have been paved and are awaiting stamping.

Supervisor Garber said Ms. Rosalind Lovelace passed away.

Chairman Moren said he is interested in the possibility of a public/private partnership with the Raiders organization.

Agenda Item 6. CLOSED MEETING

Vice Chair Hodges said he objects to discussing personnel in Closed Session. The Closed Session was removed from the agenda.

Agenda Item 7. ADJOURN OR RECESS

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

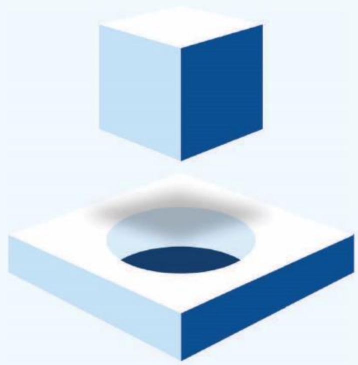
Supervisor, 2nd District: Travis J. Moskalski	Absent
Supervisor, 3rd District: Stephen K. Greenwood	Absent
Supervisor, 1st District: William L. Hodges – Vice Chair	Aye
Supervisor, 4th District: C. Stewart Garber, Jr.	Aye
Supervisor, 5th District: Edwin H. Moren, Jr. – Chairman	Aye

COPY TESTE:

Edwin H. Moren, Jr., Chairman Board of Supervisors	Christine H. Branch Deputy Clerk to the Board of Supervisors


It's Time to Budget Better.
ClearGov
1


Legacy Budgeting Cycles are Inefficient
SCATTERED
Documents, emails, notes, etc. are spread across multiple inboxes and desktops.
DISJOINTED
Excel, Word and email are distinct, generic products that inhibit collaboration.
TEDIOUS
Constructing, combining and correcting multiple spreadsheets is taxing, tiresome and time-consuming.
OPERATIONAL BUDGET
Modernization is a Must!
PERSONNEL BUDGET
BUDGET BOOK
XLS
DOC
PDF
ClearGov
Budget Cycle Management
2



BUT ... Most GovTech is NOT Built for Local Governments

Poor Fit

- ✖ Time-consuming to implement and maintain
- ✖ Overbuilt feature set that is difficult to use
- ✖ Business tech adapted for public-sector
- ✖ Expensive upfront & ongoing professional services fees

ClearGov · Budget Cycle Management · 3

Our Mission

We create easy-to-use software to help governments budget better.

We Believe

We believe that every community desires and deserves a government that is empowered to work as effectively and efficiently as possible.

ClearGov · Budget Cycle Management · 4

NATIONAL ASSOCIATION of COUNTIES NACo + ClearGov

Partners

NACo endorses ClearGov exclusively

Providing excellence in budgeting to enable every county and its community thrive

ClearGov Delivers "Just Right" Software

Built specifically for local governments.

Easy to Implement
ClearGov will onboard your budget data for you.

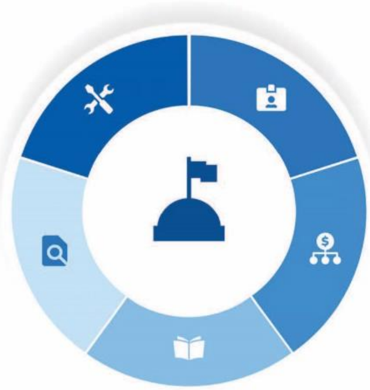
Easy to Use
Familiar, intuitive, and simple. Little-to-no learning curve.

Easy to Connect
Works well together and complements your ERP.

Easy to Afford
Priced for local govts w/ NO hidden fees.

ClearGov works with hundreds of communities across the country.

Budget Cycle Management Suite



Capital Budgeting
Automate the way you collect, organize and optimize capital utilization

Personnel Budgeting
Salary management, scenario planning and what-if analysis

Transparency
Tell your financial story to drive community support

Operational Budgeting
Build your forecast and annual budget more efficiently and collaboratively

Digital Budget Book
Produce an interactive and award-winning budget book in a fraction of the time

Product Demonstration

AGENDA ITEM 7.a.ii.

August 22, 2022 Regular Meeting Draft Minutes

DRAFT MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF AUGUST 22, 2022

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 22nd day of August 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.

Agenda Item 4. PLEDGE OF ALLEGIANCE
The Chairman led the pledge of allegiance.

Agenda Item 5. REVIEW AND ADOPTION OF AMENDED MEETING AGENDA
Supervisor Garber moved for the adoption of the amended agenda as presented; motion was seconded by Vice Chair Hodges. 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. PUBLIC COMMENT
Chairman Moren opened the Public Comment period.

Mary Shipman of District 2, King William County representative on the Pamunkey Regional Library Board of Trustees, provided a handout with information regarding some of the programs at the library. She said things are going well and invited the Board to contact her with any questions or concerns. (Attachment A)

Peter Mason of Distrct 2 said he case involving Zebulon's Grotto involves three matters: the campground CUP, zoning & building violations, and the July 3rd temporary injunction. He asked what's being done to resolve the violations and said the County has done nothing to assess penalties. He said there's no point in having ordinances if there's no way to enforce them. He said King William County Ordinance Section 86-53 addresses zoning violation penalties and states it is the duty of the Zoning Administrator to enforce this ordinance. It is also the duty of all County officers to report violations to the Zoning Administrator.

Vic Einarsson of District 2 said Mr. Snead has not stopped or slowed down operation. Since July 26th, 40-50 vehicles per day go in and out of the property. A person from New York got stuck in the ditch. They are probably spending the night. This happens on a regular basis. He said King William is fully aware he's continuing to operate and over six years of violations, there has been zero enforcement. He asked who's at fault if a customer gets hurt and said it's the duty of the County to enforce state laws.

Charles Snead of District 2 said his neighbors are presenting lies and guests are not staying overnight. He said his neighbors are saying things they only think might be true.

Written comments from Chris Couch of District 5 were provided to the Board (Attachment A).

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

Agenda Item 7. CONSENT AGENDA

Consent Agenda items were:

a. Approval of Minutes:
   i. July 11, 2022 Work Session Draft Minutes
   ii. July 20, 2022 Joint Work Session with Planning Commission Draft Minutes
   iii. July 25, 2022 Regular Meeting Draft Minutes
b. Approval of Expenditures - July 2022
c. **Resolution 22-61** - Approving the Commissioner of the Revenue to Set the PPTRA Rate
d. **Resolution 22-62** - Designating a Portion of State Route 634 (Kentucky Road) a Rural RusticRoad
e. **Resolution 22-63** - Designating a Portion of State Route 641 (Sandy Point Road) a RuralRustic Road
f. **Resolution 22-65** - Amendment to FY23 Capital Improvement Plan for Parking Lot Repairs
g. **Resolution 22-66** - Support of the Virginia America 250 Commission and Establishment of the King William County VA250 Planning Committee
h. **Resolution 22-67** - Donating $10,000 to Tappahannock Fire Relief Efforts

Supervisor Garber moved for approval of the Consent Agenda; motion was seconded by Vice Chair Hodges. The Chairman called for any discussion.

Vice Chair Hodges asked Commissioner Funkhouser how positive she is on the figures. Commissioner Funkhouser said she is not going to set a rate over the $1.2 million provided by the state for relief.

Vice Chair Hodges asked how accurate the assessments are. Commissioner Funkhouser said they are only applied to vehicles. If a car moves out of the County, they get the money back. She said the DMV will back date in/out dates when they find out.

Supervisor Moskalski said it is what it is based on the amount. He said it is based on the tax rate, not the PPTRA rate.

Commissioner Funkhouser said Deborah Ball with West Point bills earlier than the County does. The problem they had was with business personal property. A taxpayer was billed twice because Edmunds brought over the previous year in addition to the current year. Errors since 8/8 have been corrected.

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 21-61

APPROVING THE COMMISSIONER OF THE REVENUE TO SET THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR THE PERSONAL PROPERTY 2022 BILLING IN ACCORDANCE WITH THE 2004-2005 CHANGES TO THE PERSONAL PROPERTY TAX RELIEF ACT OF 1998

WHEREAS, the Personal Property Tax Relief Act of 1998, Virginia Code 58.1-3523, et seq. ("PPTRA"), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session 1 (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-2006 Appropriations Act, hereinafter cited as the "2005 Appropriations Act"); and

WHEREAS the Board of Supervisors (hereinafter Board) adopted King William County Code Sections 70-149 and 70-150 on December 12th 2005 implementing the 2004- 2005 changes to the Personal Property Tax Relief Act of 1998, in response to these legislative enactments; and

WHEREAS such County Code sections provide that the Board shall annually set the rate of tax relief on qualifying vehicles at a level that is anticipated to fully exhaust tax relief funds provided to the County by the Commonwealth; and

WHEREAS County Code Section 70-150 provides that personal property tax relief shall be applied so as to eliminate personal property taxation on qualifying vehicles with an assessed value of One Thousand Dollars ($1,000.00) or less; and

WHEREAS it is necessary for this Board to establish the allocation of tax relief for the first Twenty Thousand Dollars ($20,000.00) in assessed value of other qualifying vehicles; and

WHEREAS, this Board has been informed that for the 2022 calendar year and due to the Board's adoption of a new class of vehicles in accordance with House Bill 1239, the Commissioner of the Revenue will not have sufficient time to get the Board's approval prior to setting the PPTRA rate;

NOW THEREFORE BE IT RESOLVED that the King William County Board of Supervisors authorizes the Commissioner of the Revenue to set the PPTRA percentage for the 2022 calendar year at the level necessary to fully exhaust the PPTRA relief fund provided to the County by the Commonwealth, in accordance with §58.1-3523 of the Code of Virginia.

DONE this 22nd day of August, 2022.

RESOLUTION 22-62
DESIGNATING A PORTION OF STATE ROUTE 634
(KENTUCKY ROAD) A RURAL RUSTIC ROAD

WHEREAS Section 33.2-332 of the Code of Virginia permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS any such road must be located in a low-density development area and have no more than 1500 vpd; and

WHEREAS the Board of Supervisors of King William County, Virginia ("Board") desires to consider whether Kentucky Road, Route 634, 0.70 mile, From: Route 625 To: Dead End be designated a Rural Rustic Road; and

WHEREAS the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS this road is in the Board's six-year plan for improvements to the secondary system of state highways; and

WHEREAS the Board believes this road should be so designated due to its qualifying characteristics;

NOW, THEREFORE, BE IT RESOLVED the King William County Board of Supervisors hereby designates this road a Rural Rustic Road and requests the Residency Administrator for the Virginia Department of Transportation concur in this designation; and

BE IT FURTHER RESOLVED the Board requests this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right of way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state; and

BE IT FINALLY RESOLVED that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

DONE this 22nd day of August, 2022.

RESOLUTION 22-63
DESIGNATING A PORTION OF STATE ROUTE 641
(SANDY POINT ROAD) A RURAL RUSTIC ROAD

WHEREAS Section 33.2-332 of the Code of Virginia permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS any such road must be located in a low-density development area and have no more than 1500 vpd; and

WHEREAS the Board of Supervisors of King William County, Virginia ("Board") desires to consider whether Sandy Point Road, Route 641, 0.70 mile, From: Route 30 To: Dead End be designated a Rural Rustic Road; and

WHEREAS the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS this road is in the Board's six-year plan for improvements to the secondary system of state highways; and

WHEREAS the Board believes this road should be so designated due to its qualifying characteristics;

NOW, THEREFORE, BE IT RESOLVED the King William County Board of Supervisors hereby designates this road a Rural Rustic Road and requests the Residency Administrator for the Virginia Department of Transportation concur in this designation; and

BE IT FURTHER RESOLVED the Board requests this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right of way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state; and

BE IT FINALLY RESOLVED that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

DONE this 22nd day of August, 2022.

RESOLUTION 22-65
AMENDMENT TO THE KING WILLIAM COUNTY FISCAL YEAR 2023 CAPITAL IMPROVEMENT PLAN FOR PARKING LOT REPAIRS

WHEREAS the King William County Board of Supervisors wishes to amend its Fiscal Year (FY) 2023 Capital Improvement Plan to appropriate funds for parking lot repairs in FY2023 in the amount of $38,600; and

WHEREAS funding parking lot repairs in FY2023 will reduce FY2024 parking lot repairs capital requests; and

WHEREAS funds for the parking lot repairs will be taken from the McAllister Building repairs FY2023 capital budget line;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby authorize and appropriate the following amendments to the FY2023 Capital Improvement Plan:

GENERAL DESCRIPTION	FY2023	FY2024
MCALLISTER (CARPET, WINDOWS, PAINTING; GEN REPAIRS)	~~50,000~~ 11,400	50,000
COUNTY ADMIN - PARKING LOT REPAIRS	~~0~~ 38,600	~~100,000~~ 50,000

DONE this 22nd day of August, 2022.

RESOLUTION 22-66
SUPPORT OF THE VIRGINIA AMERICA 250 COMMISSION AND ESTABLISHMENT OF THE KING WILLIAM COUNTY VA250 PLANNING COMMITTEE

WHEREAS the Board of Supervisors of King William County is dedicated to the furtherance of economic development and tourism in King William County; and

WHEREAS the Virginia America 250 Commission (VA250) was created in 2020 by the General Assembly for the purpose of preparing for and commemorating the 250th anniversary of Virginia's participation in American independence and has requested that each locality form a committee to aid in planning for the commemoration period; and

WHEREAS the King William County Board of Supervisors desires to form a local VA250 committee to plan and coordinate programs occurring within the County and communicate regularly with VA250 in order to promote and commemorate this important historic milestone;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that the King William County VA250 Planning Committee is hereby established to contain not less than five nor more than fourteen members; and

BE IT FURTHER RESOLVED that the Board encourages citizens of the County, Tribal representatives, and government representatives to apply to participate on this Committee, especially those interested in tourism, education, economic development, museums and historic sites, local historical and cultural groups, and universities and colleges.

DONE this 22nd day of August, 2022.

RESOLUTION 22-67
DONATION TO TAPPAHANNOCK FIRE RELIEF EFFORTS

WHEREAS the Board of Supervisors passed a motion at the July 25, 2022 regular meeting to give $10,000 to Tappahannock out of the Unassigned Fund and authorize the County Administrator to contact them to find out where the funds would most be needed; and

WHEREAS the Board must now amend the FY23 budget to reflect this donation and appropriate the funds for same;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby amend the FY23 budget and appropriates $10,000 from the Unassigned Fund for a donation to Tappahannock fire relief efforts to be used in the area where most needed.

DONE this 22nd day of August, 2022.

Agenda Item 8. PUBLIC HEARING

8.a. Ordinance 07-22 - Establish Property Tax Levies on Tangible Personal Property for the Classifications of Vehicles Created by House Bill 1239

Vice Chair Hodges said he wants to avoid double-billing errors.

Commissioner Funkhouser said she re-ran the books on August 16, 2022. Revenue projections are met by setting the rate at $2.66. To provide an even $1 in relief, setting the rate at $2.65, results in $24,000 less in revenue.

Supervisor Garber asked Commissioner Funkhouser if she was sure of the numbers.
Commissioner Funkhouser said yes.

Vice Chair Hodges asked if this has been discussed with Ms. Brown, Director of Finance.
Commissioner Funkhouser said yes.

The rates proposed in the Ordinance for the special vehicle classification are $1.195 for Districts 1-5 plus $1.455 for Districts 2-5.

Chairman Moren opened the Public Hearing. There being no speakers, Chairman Moren closed the Public Hearing.

Supervisor Moskalski moved for the adoption of Ordinance 07-22 with a General Fund Levy of $1.195 and a School Fund Levy of $1.455; motion was seconded by Vice Chair Hodges. 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 07-22
AN ORDINANCE TO ESTABLISH PROPERTY TAX LEVIES UPON TANGIBLE PERSONAL PROPERTY FOR THE CLASSIFICATIONS OF VEHICLES AS LISTED IN § 58.1-3503(A)(3-5, 9-10) OF THE CODE OF VIRGINIA FOR THE CALENDAR YEAR 2022

WHEREAS the King William County Board of Supervisors passed Ordinance 04-22R establishing real estate and personal property tax levies for King William County for calendar year 2022 on April 25, 2022 with the intention to provide additional tangible personal property relief; and

WHEREAS, effective March 22, 2022, House Bill 1239 (Chapter 30, 2022 Acts of Assembly) creates a new class of tangible personal property for local personal property tax purposes which includes the following types of vehicles:

a. Automobiles as described in Va. Code 58.1-3503(A)(3);

b. Passenger trucks as described in Va. Code 58.1-3503(A)(4)-(5);

c. Motor vehicles with specially designed equipment for use by the handicapped as described in Va. Code 58.1-3503(A)(9); and

d. Motorcycles, mopeds, all-terrain vehicles, and off-road motorcycles, campers, and other recreational vehicles as described in Va. Code 58.1-3503(A)(10).; and

WHEREAS the Board of Supervisors desires to assign a rate of tax to this class different from the rate applicable to the general class of tangible personal property for the taxable year beginning January 1, 2022 and ending December 31, 2022, as allowed by House Bill 1239; and

WHEREAS, the Board duly advertised and held a public hearing on August 22, 2022 on the subject of such tax levies;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the King William County Board of Supervisors that the following County tax levies be, and they hereby are, imposed on all tangible personal property for the above-referenced classifications of vehicles, as listed in House Bill 1239 and described in Va. Code 58.1-3503(A)(3-5, 9-10), not exempted by law and located within King William County for the calendar year 2022; and

General Fund Levy

TAX RATES PER $100 OF ASSESSED VALUES
FOR ALL DISTRICTS (INCLUDES TOWN OF WEST POINT)

		General Fund
Real Estate	$	0.375
Mobile Home	$	0.375
Mines and Minerals	$	0.375
Public Service Real Estate	$	0.375
Public Service Personal Property	$	1.65
Personal Property	$	1.65
Machinery & Tools	$	1.00
Aircraft	$	N/A
Vehicles as listed in § 58.1-3506(A)(48) of the Code of Virginia and named above.	$	1.195

School Fund Levy – (Applies only to geographic areas of the County within the King William County School Division – does not include the Town of West Point)

TAX RATES PER $100 OF ASSESSED VALUES

		School Fund
Real Estate	$	0.46
Mobile Home	$	0.46
Mines and Minerals	$	0.46
Public Service Real Estate	$	0.46
Public Service Personal Property	$	2.00
Personal Property	$	2.00
Machinery & Tools	$	1.25
Aircraft	$	1.30
Vehicles as listed in § 58.1-3506(A)(48) of the Code of Virginia and named above.	$	1.455

BE IT FURTHER ORDAINED AND ENACTED by the King William County Board of Supervisors that the County tax levies imposed via Ordinance 04-22R remain in effect for all other classes of tangible personal property, real estate, mobile homes, public service corporation property, machinery and tools, and aircraft other than those listed herein.

ADOPTED this the 22nd day of August, 2022.

8.b. Ordinance 08-22 - Updates to Zoning Ordinance

Ms. Graham, Director of Planning, presented updates to the Zoning Ordinance recommended for the Board's approval by the Planning Commission at their August 9, 2022 meeting following a Public Hearing on the matter.

Regarding #3 - minimum lot size, area, and setbacks do not apply to public utility parcels owned or operated by the County, Supervisor Garber asked if exempting the County from the Zoning Ordinance is normally done. Ms. Graham said only on public utility parcels.

Supervisor Garber asked if someone built a kennel on a vacant lot, can they build a house later. Ms. Graham said they'd have to relocate the kennel.

Chairman Moren opened the Public Hearing. There being no speakers, Chairman Moren closed the Public Hearing.

Supervisor Garber moved for the adoption of Ordinance 08-22; motion was seconded by Supervisor Moskalski. 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

ORDINANCE 08-22
AN ORDINANCE TO UPDATE AND AMEND KING WILLIAM COUNTY CODE
CHAPTER 86 - ZONING

WHEREAS, pursuant to Code of Virginia §15.2-2240 the governing body of every locality shall adopt an ordinance to assure the orderly subdivision of land and its development; and

WHEREAS the updates and amendments to the Zoning Ordinance presented herein have been made in accordance with the comprehensive plan for the purpose of promoting the health, safety, and general welfare of the citizens of the County; and of further accomplishing the objectives of Code of Virginia §15.2-2283; and

WHEREAS the King William County Planning Commission conducted a duly advertised public hearing on August 9, 2022 and recommended approval of the additions and/or changes contained herein to the Board of Supervisors; and

WHEREAS, after reviewing the amendments recommended by the Planning Commission and holding a duly advertised public hearing on August 22, 2022, the Board finds that the general welfare of the King William community and the dictates of good zoning practice require changes to and adoption of the Planning Commission's recommendations in order to meet the requirements of the Code of Virginia;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED that the Board of Supervisors of King William County, Virginia, does this 22nd day of August, 2022 amend King William County Code Chapter 86 - Zoning as presented herein; and

BE IT FURTHER ORDAINED AND ENACTED that this article shall become effective thirty (30) days from passage; and

BE IT FURTHER ORDAINED AND ENACTED that any applications currently active in the Office of Community Development shall be handled pursuant to the Zoning & Subdivision Ordinance as it was enacted at the time of application.

DONE this the 22nd day of August, 2022.

8.c. Ordinance 09-22 - Amend King William County Code Chapter 34 - Fire Prevention and Protection

Mr. Ashcraft briefly went over the proposed changes and said the Burn Permit fee would be $0.00 upon adoption of this Ordinance.

Supervisor Garber thanked everyone who worked on this matter.

Chairman Moren opened the Public Hearing. There being no speakers, Chairman Moren closed the Public Hearing.

Vice Chair Hodges moved for the adoption of Ordinance 09-22; motion was seconded by Supervisor Greenwood. 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

ORDINANCE 09-22
AN ORDINANCE TO UPDATE AND AMEND KING WILLIAM COUNTY CODE CHAPTER 34 FIRE PREVENTION AND PROTECTION

WHEREAS the King William County Board of Supervisors enacted Count Code Chapter 34 – Fire Prevention and Protection in 1987 and updated §34-3 in 2001; and

WHEREAS it is necessary to update and amend Chapter 34 based on current conditions in King William County; and

WHEREAS the King William County Board of Supervisors conducted a duly advertised public hearing on August 22, 2022 to receive public comment and consider the above action;

NOW, THEREFORE, BE IT ORDAINED that the Board of Supervisors of King William County, Virginia, does this 22nd day of August, 2022, amend and update King William County Code Chapter 34 as follows:

Sec. 34-2. Findings.

King William County Fire and Emergency Services, Mangohick Volunteer Fire Department, West Point Volunteer Fire and Rescue Department, and Walkerton Community Fire Association are recognized as an integral part of the official safety program of this county.

~~The Mattiponi Rescue Squad, the King William Volunteer Fire Department, including the King William Volunteer Rescue Squad, the West Point Volunteer Fire Department, including the West Point Volunteer Rescue Squad, and the Mangohick Volunteer Fire Department including the Mangohick Volunteer Rescue Squad are recognized as an integral part of the official safety program of this county.~~

Sec. 34-3. Statewide fire prevention code.

~~The county fire marshal department is authorized to enforce the provisions of the statewide fire prevention code pursuant to chapter 9 of title 27 of the Code of Virginia (Code of Virginia, § 27-94 et seq.)~~

(a) King William County complies with the provisions of the Virginia statewide fire prevention code (SFPC) in its entirety and assigns enforcement responsibility to the King William County Fire Official, who shall be a certified Fire Marshal with the Commonwealth of Virginia.

(b) As per SFPC Section 107, operational permits may or may not be required by the fire official as permitted under the SFPC in accordance with Table 107.2. The county may or may not charge a fee for such permits as provided for by §15.2-1125 of the Code of Virginia. The amount of any such fees will be as established from time to time by resolution of the Board of Supervisors.

DONE this the 22nd day of August, 2022.

Agenda Item 9. OLD BUSINESS

9.a. Historical Society IT Usage Services Agreement - Travis Wolfe, IT Manager
Mr. Wolfe presented the proposed IT Usage Services Agreement with the King William County Historical Society.

Chairman Moren asked if this agreement trickles down to the Museum as well. Mr. Wolfe said yes.

Regarding the proposed security access system, Mr. Wolfe said the RFP closed Friday and they now have to go through them. He said they are looking at anywhere from 3-20 weeks for equipment availability.

Vice Chair Hodges asked who will manage the cards. Mr. Wolfe said the Sheriff will for the Courthouse and Ms. McInteer, HR Manager, or he will for all others.

9.b. Board Revision to Resolution 22-59 - Andrew R. McRoberts, County Attorney
Mr. McRoberts said the original Resolution 22-59 contained language not intended. Per Roberts Rules of Order, a resolution to reconsider the matter, a resolution to rescind Resolution 22-59, and a resolution to revise Resolution 22-59 had to be adopted.

9.b.i. Resolution 22-68 – Reconsider Resolution 22-59
Supervisor Moskalski made a motion to approve Resolution 22-68. Vice Chair Hodges 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

RESOLUTION 22-68
RECONSIDER RESOLUTION 22-59
REGARDING CONDITIONAL USE PERMIT (CUP) 01-2022
TAX MAP PARCEL 29-72D – APPLICANT: CHARLES SNEAD

WHEREAS the applicant requested a Conditional Use Permit (CUP 01-2022) to operate a campground; and

WHEREAS the King William County Planning Commission held a duly advertised public hearing on June 7, 2022 and voted 4 to 1 to recommend denial to the Board of Supervisors of conditional use permit 01-22; and

WHEREAS the Board of Supervisors conducted a duly advertised public hearing on July 25, 2022 to receive public comment; and

WHEREAS the Board of Supervisors voted 4 to 1 to deny CUP 01-2022 on July 25, 2022 via Resolution 22-59 and inadvertently left in a further resolution, which they did not intend, as part of that resolution;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors reconsiders its vote on Resolution 22-59, but not its vote to deny CUP 01-2022, and waives any of the By-Laws and Rules of Procedure if and to the extent necessary to do so.

DONE this 22nd day of August, 2022.

9.b.ii. Resolution 22-69 – Rescind Resolution 22-59
Supervisor Moskalski made a motion to approve Resolution 22-69. Vice Chair Hodges 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

RESOLUTION 22-69
RESCIND RESOLUTION 22-59
REGARDING CONDITIONAL USE PERMIT (CUP) 01-2022
TAX MAP PARCEL 29-72D – APPLICANT: CHARLES SNEAD

WHEREAS the applicant requested a Conditional Use Permit (CUP 01-2022) to operate a campground; and

WHEREAS the King William County Planning Commission held a duly advertised public hearing on June 7, 2022 and voted 4 to 1 to recommend denial to the Board of Supervisors of conditional use permit 01-22; and

WHEREAS the Board of Supervisors conducted a duly advertised public hearing on July 25, 2022 to receive public comment; and

WHEREAS the Board of Supervisors voted 4 to 1 to deny CUP 01-2022 on July 25, 2022 via Resolution 22-59 and inadvertently left in a further resolution, which they did not intend, as part of that resolution; and

WHEREAS the Board of Supervisors voted on August 22, 2022 to reconsider its vote on Resolution 22-59, but not its vote to deny the CUP 01-2022, thus placing the matter of what resolution to adopt regarding said denial back before the Board of Supervisors; and

WHEREAS the Board of Supervisors wishes to rescind its prior Resolution 22-59 in order to adopt a revised resolution in its place;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors rescinds Resolution 22-59, but not its vote to deny CUP 01-2022, and waives any of the By-Laws and Rules of Procedure if and to the extent necessary to do so.

DONE this 22nd day of August, 2022.

9.b.iii. Resolution 22-59R – Deny Conditional Use Permit (CUP) 01-2022

Supervisor Moskalski made a motion to approve Resolution 22-59**R**. 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 22-59R
ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION TO DENY CONDITIONAL USE PERMIT (CUP) 01-2022
TAX MAP PARCEL 29-72D – APPLICANT: CHARLES SNEAD

WHEREAS the applicant is requesting a Conditional Use Permit to operate a campground which will consist of four platformed campsites, a larger platformed gazebo, six recreational vehicle sites, a primitive tent camping area, nine additional camp sites; a check-in office, dump station, guesthouse, bathhouse with laundry, boathouse, and a large and small gazebo; and

WHEREAS already existing on the property are a pool with decking and gazebo, outdoor kitchen and bar, food cafe, hot tub, outdoor dining terrace, pond, and hiking trails; and

WHEREAS the current King William County Comprehensive Plan talks about the need for "Growth in agritourism, focus on tourism that draws families interested in hunting, fishing, camping, boating, kayaking, biking, hiking ... nature! Market to outside events -weddings, concerts, tournaments etc. Encourage B & B / VRBO vacation rentals; and

WHEREAS King William County Code Section 86-44 states that a conditional use may be approved by the Board of Supervisors for any use specifically identified as a permitted conditional use in the Use Matrix in Article VII. In approving these conditional uses, the Board of Supervisors may, in addition to the general regulations applicable to the zoning district in which the conditional use is located, impose any additional reasonable conditions in connection therewith that it deems necessary to ensure that the conditional use will be consistent with the overall intent and spirit of this ordinance. The Board of Supervisors may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with; and

WHEREAS King William County Code Section 86-44 further states that a conditional use permit shall not be issued unless the Board of Supervisors shall find that:

a. The proposed use will not adversely affect the health, safety, or welfare of persons residing or working in the general proximity, of the proposed use. Nor will the proposed use be detrimental to public welfare or injurious to the property or improvements in the neighborhood. Among matters to be considered in this connection are traffic congestion, noise, lights, dust, odor, fumes, and vibrations, with due regard for timing of operation. Screening, and other matters which might be regulated to mitigate adverse impact.

b. The proposed use will conform to the comprehensive plan, or to specific elements of such plan, and the official policies adopted in relation thereto, including the purposes and the expressed intent of this ordinance; and

WHEREAS the King William County Planning Commission held a duly advertised public hearing on June 7, 2022 and voted 4 to 1 to recommend denial to the Board of Supervisors of conditional use permit 01-22; and

WHEREAS, as part of that same motion the King William County Planning Commission voted 4 to 1 to recommend "further, that based on the years of abuse of the neighboring property owners, the Board cancel all current permits held by Mr. Snead for the Bed and Breakfast, campground, and any and all other uses of parcel 29-72D except for the previous use of the property as a residence, therefore, allowing the adjacent owners to live in peace and tranquility of their rural property that they sought when purchasing their property"; and

WHEREAS the Board of Supervisors conducted a duly advertised public hearing on July 25, 2022 to receive public comment; and

WHEREAS the Board of Supervisors voted four to one to deny CUP 01-2022 on July 25, 2022 and inadvertently left a further resolution, which they did not intend, as part of that resolution;

NOW, THEREFORE, BE IT RESOLVED, that the King William County Board of Supervisors accepts the recommendation of the Planning Commission and hereby denies CUP 01-2022; and

~~**BE IT FURTHER RESOLVED** that the King William County Board of Supervisors does cancel all current permits held by the applicant for the Bed and Breakfast, campground, and any and all other uses of parcel 29-72D except for the use of the property as a residence.~~

BE IT FURTHER RESOLVED that the King William County Board of Supervisors denies the Planning Commission's recommendation to "cancel all current permits held by Mr. Snead", since the scope and validity of such permits are currently in litigation before the King William County Circuit Court.

DONE this 22nd day of August, 2022.

Agenda Item 10. NEW BUSINESS

Mr. Ashcraft asked the Board for formal approval of the Historical Society IT Usage Services Agreement since it is a contract he would be signing. Supervisor Moskalski made a motion to approve the County Administrator signing the Historical Society IT Usage Services Agreement as presented. Vice Chair Hodges 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

10.a. Resolution 22-64 - Updating King William County Personnel Policies & Procedures Manual, Chapter 11: Grievance Policy and Procedures – Nita McInteer, Human Resources Manager

Ms. McInteer said these changes will bring the County in line with the Commonwealth of Virginia and contemporary policy to use a grievance officer rather than a panel.

Vice Chair Hodges said there is a $2,000 fee for a grievance officer but we've only had one grievance that he can remember in his years on the Board.

Ms. McInteer said this ensures someone well versed in policy and procedure is hearing the matter and eliminates any possible favoritism.

Chairman Moren asked the response time. Ms. McInteer said a response is required within five days which is in our policy per state code.

Chairman Moren asked if participants were allowed to attend via Zoom. Ms. McInteer said only in the case of another pandemic and even then it has to be agreed upon by all parties.

Supervisor Garber made a motion to approve Resolution 22-64. Vice Chair Hodges 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

10.b. Gordian Proposal for Transfer Site Expansion - Steve Hudgins, Deputy County Administrator

Mr. Hudgins asked for the Board's consideration of a proposal for the design and construction phase of the VPPSA transfer site expansion project. The amended contract has not yet been received yet because Mr. Hudgins asked for a revision of the general scope to include design. Also, the contract would be between Gordian and King William County, not VPPSA as shown in the draft proposal. There is a stipulation that the project fall under $500,000.

Vice Chair Hodges asked how this plan will eliminate the traffic problem. Mr. Hudgins said it would create a loop allowing trailers to pull straight in, similar to the Mathews transfer station. The County has also begun discussing with the schools about moving the current bus depot which could then possibly be used as an entrance.

Vice Chair Hodges asked if that would match this concept. Mr. Hudgins said yes.

Chairman Moren said he would like an aerial of the Mathews site.

Vice Chair Hodges asked if Mathews previously had a problem. Mr. Hudgins said their site is in wetlands and it is their only site.

Supervisor Garber asked if there was a designated stop point for trailers. Mr. Hudgins said possibly, or they could be directed to Epworth.

Supervisor Garber asked how much larger of a footprint this plan would create. Mr. Hudgins said is it not much larger but will provide better queuing.

Vice Chair Hodges asked if the plan included storm water. Mr. Hudgins said not storage. They think they can divert it with culverts.

Supervisor Greenwood said it's good that it fits in the existing footprint.

Chairman Moren asked if the station would have to close during construction. Mr. Hudgins said possibly for a couple of days but they do not anticipate it.

Supervisor Greenwood made a motion to authorize the County Administrator to sign the contract with Gordian for evaluation and design which is part of the $450,000 estimate. 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

10.c. Exercising the Renewal Term Agreement for Middle Peninsula Solid Waste System Operating Agreement Between VPPSA and KWC - Steve Hudgins, Deputy County Administrator

Mr. Hudgins said the renewal term used to be twenty years but is now ten years.

Supervisor Garber asked if that is what other localities are doing. Mr. Hudgins said yes.

Vice Chair Hodges asked how much notice was required to withdraw. Mr. Hudgins said he was not sure. Supervisor Greenwood said it is 18 months.

Chairman Moren asked if there are other practical alternatives. Mr. Hudgins said Waste Management but their prices are higher and sites are worse, per Mr. Magnant.

Chairman Moren asked if VPPSA's performance is evaluated. Mr. Hudgins said the director has an annual evaluation by the VPPSA Board, which King William has a seat on.

Vice Chair Hodges asked if others have problems with oil recycling. Mr. Hudgins said yes. There is only one vendor who is willing to pick up oil now. He said King & Queen County has already signed their renewal agreement.

Chairman Moren asked if this contract will cover future growth. Mr. Hudgins said it's up to us to determine how we want things to run in the County.

Vice Chair Hodges said demand is going to go up. Mr. Hudgins said Epworth could possibly be used to relieve the pressure. Supervisor Garber said that site needs updates as well and is dangerous.

Supervisor Greenwood made a motion to authorize the County Administrator to sign the renewal contract with VPPSA. 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

10.d. Resolution 22-70 - FY23 Budget Amendment - State Compensation Board Salary Increases - Natasha L. Brown, Director of Financial Services

Ms. Brown said the State Compensation Board FY23 approved budget includes a 5% increase for Constitutional Officers and their comp board funded staff positions. Staff already received reviews and increases in the County's FY23 budget.

Chairman Moren asked if the Treasurer and Commissioner of the Revenue received a cost-of-living adjustment (COLA). Ms. Brown said no, just their staff. He asked if the State Comp Board offers COLA. Ms. Brown said not at this time.

Supervisor Moskalski said he would like to consider COLA for those two offices of at least 1.5%. He said the Comp Board says they're coming through with another 5% next year although that could devolve. This would still reduce the County supplement side.

Supervisor Garber made a motion to approve Resolution 22-70 as presented. Motion was seconded by Supervisor Greenwood. The Chairman called for any discussion.

Mr. McRoberts suggested the Board may want to delay action on this item until after Closed Session discussions.

Ms. Brown said the changes were effective August 1st and she needs to know tonight before August payroll is run.

Supervisor Garber withdrew his motion to approve Resolution 22-70.

Supervisor Moskalski made a motion to table discussion of Resolution 22-70 until after Closed Session. Supervisor Garber 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

10.e. Resolution 22-71 - DSS Budget Amendment - Natasha L. Brown, Director of Financial Services

Ms. Brown said a budget amendment was needed because of the State Budget Allocation for local Social Services offices. The local budget should match the state budget. No additional funds from the locality would be required. She said this is the first time Finance has ever seen the state's DSS budget. The state makes adjustments regularly and Finance will keep the Board informed when that happens.

Supervisor Moskalski made a motion to approve Resolution 22-71. Vice Chair Hodges 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

10.f. Resolution 22-72 - Department of Elections Budget Amendment - Natasha L. Brown, Director of Financial Services

Ms. Brown said a budget amendment was needed because the State Department of Elections increased salaries for the Electoral Board and General Registrar by 5% effective August 1, 2022.

Vice Chair Hodges made a motion to approve Resolution 22-72. 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

10.g. Sheriff's Deputy Starting Salaries - Jeff Walton, Sheriff

Sheriff Walton said the Board funded six positions and he has been unable to fill them. Salaries need to be raised to compete with localities around us. King William's starting salary is $42,500, West Point is $42,800, King & Queen is $43,000, Middlesex is $46,000, and New Kent is $53,000.

He said he is not asking for additional money for FY23. He would like to change the starting salary to $47,500. This would add $69,000 with compression, however, because he has been unable to fill the existing positions budgeted at $78,000, no additional funds would be needed. He said the Comp Board is increasing funding next year.

The Sheriff said he had one officer work 74 hours last week, which included 26 hours of overtime. Guys who are entering the field now want more. The only way to get and keep folks here is with pay. Officers face the same dangers here as they do anywhere else.

Supervisor Garber asked if New Kent has trouble. Sheriff Walton said everyone is having trouble due to the court schedules being busier and not as many people choosing to enter the field.

Chairman Moren asked about overtime pay. Sheriff Walton said he is paying \$6,000-\$7,000/month which is eating into his overtime budget.

He said it takes four months for a recruit to go through the academy and they are paid the entire time.

Vice Chair Hodges asked if he'd talked with Ms. Brown about next year. Sheriff Walton said yes and they will have to address it again a few years down the road.

Chairman Moren asked if non-monetary incentives such as tax breaks would help. Sheriff Walton said that wouldn't work for those who live outside the County.

Supervisor Garber asked how many deputies have been lost to Hanover. Sheriff Walton said none. Two have gone to West Point and two have gone to the Marine Police.

Vice Chair Hodges said the fire department will be right behind this.

Supervisor Moskalski said there is a lack of people entering the profession.

Chairman Moren asked the compression percentage. Sheriff Walton said it's the same ratio used for all other County employees. That doesn't include fringe.

Ms. Brown said this won't change the budget and a resolution is not needed because the money has already been appropriated. Mr. Ashcraft said the pay classification scale may need to be amended.

Vice Chair Hodges said the increase doesn't include him.

Supervisor Moskalski made a motion to accept Sheriff Walton's proposal to raise Sheriff's Deputy starting salaries to \$47,500. Supervisor Garber 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

Agenda Item 11. ADMINISTRATIVE MATTERS FROM COUNTY ADMINISTRATOR

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

Mr. Ashcraft provided the Board with an updated copy of his monthly report (Attachment B). He said Habitat for Humanity is looking for partners to help with demolition on a property they've purchased in the County.

11.b. DCJS Civilian Active Attack Program Public Training Sessions - September 7, 2022 - Percy C. Ashcraft, County Administrator

Mr. Ashcraft announced this free training opportunity for the public. This is a required training for all County employees. Two identical sessions will be held at the Parks & Rec Building on Route 360 on September 7, 2022 – one from 8am-Noon and another from 1-5pm.

Vice Chair Hodges asked if background checks are required for participants in the class. Chief Reaves said not for this one. They are required for higher-level classes. This class is designed for citizens.

Chairman Moren asked if the County has access to background checks. Mr. Ashcraft said through the Sheriff's Office and Administration.

Agenda Item 12. BOARD OF SUPERVISORS' COMMENTS

Supervisor Greenwood thanked everyone for coming and wished Supervisor Moskalski a happy birthday.

Supervisor Garber recognized Robert Hardwick and Straughan Robinson for helping with the Raiders. Mr. Hardwick spoke with Nestle and secured a donation and Mr. Robinson took care of the topsoil and glass in the fields. Mr. Hardwick provided grass seed and fertilizer. He mentioned the real estate auctions open from September 1-15 at vaauction.com.

Vice Chair Hodges thanked people for coming. He said the pressed asphalt in the Town looks good.

Supervisor Moskalski said he's been doing this from 25-36 years-old and is both grateful and horrified at the passage of time.

Chairman Moren expressed gratitude to County staff for the Farmers Market and challenged them with finding a way to continue. He also thanked Mr. Hardwick and Mr. Robinson for their contributions to the Raiders program.

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)(3) of the Code of Virginia regarding the acquisition of real property for a public purpose because discussion in an open meeting may adversely affect the bargaining position or negotiating strategy of the Board, and in accordance with Section 2.2-3711 (A)(8) of the Code of Virginia to consult with legal counsel about the Board's authority in the supplemental salary of the Treasurer. Vice Chair Hodges 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.b. Motion to Reconvene in Open Session

Supervisor Moskalski made a motion to reconvene in Open Session. Vice Chair Hodges 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

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, 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 22nd day of August, 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 22nd day of August, 2022.

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

Supervisor Moskalski made a motion to take Resolution 22-70 off the table. Supervisor Garber 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

Vice Chair Hodges made a motion to approve Resolution 22-70**R** adding a 1.5% increase to the position of the Commissioner of the Revenue and 0% to the position of the Treasurer. Supervisor Moskalski 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

RESOLUTION 22-70R

AMENDMENT TO THE KING WILLIAM COUNTY FISCAL YEAR 2023 BUDGET APPROPRIATION STATE COMPENSATION BOARD SALARY INCREASES

WHEREAS the King William County Board of Supervisors wishes to amend its Fiscal Year (FY) 2023 Budget to reflect the additional revenue and expenses related to State Compensation Board 5% salary increases;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby authorize and appropriate the following increases of funds within the 2022-2023 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors:

FUND/ORGANIZATION
General Fund
Expenditures:
$94,079 Additional Department Salaries & Fringe

Breakdown as follows:	$4,178	Circuit Court Clerk
	$10,888	Commonwealth's Attorney
	$77,705	Sheriff
	$1,307	Commissioner of the Revenue
	$0	Treasurer

General Fund
Revenues:
$96,915 Additional Anticipated Funds to offset Constitutional Officers' salary supplement from King William County. Reducing the taxpayer's contribution to the Constitutional Offices.

DONE this 22nd day of August, 2022.

Agenda Item 15. ADJOURN OR RECESS
Supervisor Moskalski made a motion to adjourn the meeting; seconded by Supervisor Garber. 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

COPY TESTE:

Edwin H. Moren, Jr., Chairman
Board of Supervisors

Christine H. Branch
Deputy Clerk to the Board of Supervisors

ATTACHMENT A

August 22, 2022 King William Board of Supervisors

Good evening Board members, Mr. Ashcraft and Mr. Hodges

I just wanted to thank your hard work and hard decision making when it came to funding the West Point and Upper King William branches of the Pamunkey Regional Library.

Upper King William's Summer Reading Program grew this year from last year. The program is still running until 8/31, so these are the numbers as of yesterday ~~9~~8/21/2022.

Last Year 2021 had participants of 221.

Current year 2022 participation to date is 261, a participation increase from last year of 40.

Jungle Jack was a big hit. Patrons and staff of the Upper King William branch thank Parks and Recreation for providing the space at ballpark. The parking lot at the library just was not big enough for the trailer and participants. It's great to see county resources working together for the community.

Storytime at Upper King William is scheduled to start back Wednesday, September 14.

Request to use the meeting room and study room continues to increase.

Afternoon and evening use ~~will~~ is anticipated increase with school back in session.

If you have questions or concerns please contact me at [redacted]

Respectfully submitted,

Mary Shipman, King William rep PRL Board of Trustees

Public Comment submitted by Chris Couch, District 5

The amount King William Taxpayers have paid to Richmond based law firm Sands Anderson to date for:

DRIVING <u>TO</u> AND <u>FROM</u> KW BOARD OF SUPERVISOR MEETINGS

Would be more if the government wasn't closed for in person meetings during Covid-19.

King William County, Virginia
Information received by FOIA from Sands Anderson invoices to KWC

ATTACHMENT B

County Administrator's Report

August 22, 2022 Meeting of the Board of Supervisors (Updated)

Meetings & Special Dates

August

1. MPPDC Meeting – August 24th at 7pm, Saluda
2. Virginia Secretary of Trade & Commerce Region Visit – August 24th
3. Archeological Dig Day at Historic Courthouse Tavern Site – August 25th from 10am – 4pm
4. Food Trucks by the River – August 26th from 5-8pm; Pavilion at Riverwalk Park
5. West Point Farmers Market – August 27th from 8am – Noon; Pavilion at Riverwalk Park
6. Free COVID-19 Vaccines for Children Ages 6 months – 5 years – August 31st from 8:30am – 5pm; King William Health Department

September

1. Parks & Recreation Commission – September 1st at 7pm; Parks & Rec Community Center
2. West Point Farmers Market – September 3, 10, 17, 24 from 8am – Noon; Pavilion at Riverwalk Park
3. Labor Day – County Offices Closed – September 5th
4. Planning Commission – September 6th at 7 p.m.; Board Room
5. Civil Response & Casualty Care – September 7th from 8am-Noon, Parks & Rec Community Center
6. Civil Response & Casualty Care – September 7th from 1-5pm, Parks & Rec Community Center
7. Archeological Dig Day at Historic Courthouse Tavern Site – September 8th & 22nd from 10am – 4pm
8. Jammin' on the Point Summer Concert Series – September 9th from 6-9:30pm, WP Town Park
9. Mangohick VFD Turkey Shoot – September 9, 16, 23, 30 at 6:30pm
10. Mangohick VFD Community Day & Car Show – September 10th from 2-6pm
11. Mangohick VFD Firefighter Skills Competition – September 11th at 9am
12. Board of Supervisors Work Session – September 12th at 7pm; Board Room
13. Middle Peninsula & Northern Neck Job Fair – September 14th from 10am – 2pm; 5178 Richmond-Tappahannock Highway in Tappahannock
14. Economic Development Authority – September 14th at 7pm; Board Room
15. 360 Hardware Farm & Chicken Swap – September 17th from 8am-1pm
16. King William County School Board Meeting – September 20th at 6pm; Hamilton-Holmes MS
17. Food Trucks by the River – September 23rd from 5-8pm, Pavilion at Riverwalk Park
18. Board of Supervisors Regular Meeting – September 26th at 7pm; Board Room
19. West Point Crab Carnival – September 30th from 5-9:30pm; Downtown West Point

Notes & Updates

1. Personnel
    a. Vick Jason hired as full-time dispatcher in the Sheriff's Office.
    b. Robert Outlaw resigned as Benefits Specialist in Social Services.
2. Dollar General has resumed construction of its newest store off Route 30.
3. Middlesex Social Services continues to assist our Family Services Unit on a 90-day contract.
4. King William County is listed as Medium for COVID-19 exposure by the State Department of Health.
5. Next Generation 9-1-1 is expected to be launched in September by the Sheriff's Office.
6. King William County unemployment rate was 2.7 percent for July.
7. The non-profit organization handling funding for West Point and King William Head Start program has been cited for financial deficiencies by the Administration for Children and Families.
8. The wrong topsoil was placed on the football field where the Raiders Youth Football Organization plays its home games at Hamilton-Holmes Middle School. Through donations of equipment and labor by Straughan Robinson and Robert Hartwick, and assistance from our Maintenance crew, the wrong soil was removed, new soil was added, and new grass was planted. The size of the donation by the two EDA members was around $2,500.
9. Habitat for Humanity has purchased property at 11353 West River Road as the site for its next house. The group is requesting help from community developers and contractors to get the current structure torn down and help with other site work.
10. New Welcome Signs have been installed at entry points into the County except in and around West Point. Community feedback has been favorable. Mulch has also been placed and flowers will be planted.
11. Fire & EMS has received a grant for over $350,000 from FEMA for SCBA gear for career and volunteer personnel.
12. West Rock has donated $10,000 to the West Point Volunteer Fire Department for assistance in the purchase of a new ambulance.
13. HRSD is now estimating the completion date for its wastewater treatment plant is end of calendar year 2025.
14. The second Farmers Market was deemed a success on August 19 with approximately 400 people plus over 50 vendors attending.
15. Cornerstone Community Development Center is looking to expand its Aylett location.
16. King William County schools opened today.
17. Amanda Tevis has been named the new Director of Social Services for King William County.

AGENDA ITEM 7.b.

Approval of Expenditures - August 2022

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

Natasha L. Brown
Director of Financial Services

MEMO

DATE: September 26, 2022
TO: King William County Board of Supervisors
FROM: Natasha Brown, Director of Financial Services
SUBJECT: Monthly Expenditures - August 2022

County Administration Expenditures (excluding Payroll)		
Checks and ACH processed		**828,271.79**
Transfer from Treasurer to Schools		**1,000,000.00**
County Administration Payroll		
Payroll Net		390,148.92
Employer Benefit Portion		147,573.70
Employer State Unemployment		385.47
Employer FICA/Med Portion		108,837.34
	County Costs	**646,945.43**
Employee Portion of Taxes		*40,935.30*
Employee Portion of Benefits		*60,908.51*
		748,789.24
ARPA Funds (Fund 215)		**1,270.41**
Comprehensive Services Act		**142,943.91**
Department of Social Services Expenditures (excluding Payroll)		
Checks and ACH processed		**20,522.67**
Special Wellfare		-
DSS Payroll		
Payroll Net		27,352.29
Employer Benefit Portion		11,970.75
Employer State Unemployment		0.88
Employer FICA/Med Portion		6,567.85
	DSS Costs	**45,891.77**
Employee Portion of Taxes		*2,826.49*
Employee Portion of Benefits		*5,479.98*
		54,198.24
TREASURER MANUAL CHECKS ISSUED		
Expenses		
Pass Thru		*1,144.60*
Refunds		*1,763.88*
		2,908.48
Total County Administration, ARPA, Social Services, CSA, & Treasurer Manual Checks		**2,688,754.46**

AGENDA ITEM 7.c.

Resolution 22-75 - Supporting Operation Green Light for Veterans

RESOLUTION 22-75
Supporting Operation Green Light for Veterans

WHEREAS the residents of King William County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS King William County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than $52 billion in federal health, disability and compensation benefits each year; and

WHEREAS approximately 200,000 service members transition to civilian communities annually; and

WHEREAS an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS King William County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted;

NOW, THEREFORE, BE IT RESOLVED, by the King William County Board of Supervisors designates King William County as a Green Light for Veterans County and hereby declares October through Veterans Day, November 11th 2022 as a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, King William County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

DONE this 26th day of September, 2022.

AGENDA ITEM 7.d.

Resolution 22-76 - Amending and Appropriating the FY23 Budget to Include the Sheriff's Office SRO Grant Award

RESOLUTION 22-76
AMENDING AND APPROPRIATING THE FY23 BUDGET
TO INCLUDE THE SHERIFF'S OFFICE SRO GRANT AWARD

WHEREAS the King William County Board of Supervisors wishes to amend its Fiscal Year (FY) 2023 Budget to reflect additional revenue and expenses related to FY2023 SRO Grant Award; and

WHEREAS the King William County Sheriff's Office has been awarded FY2023 SRO Grant Program Funds from the Virginia Department of Criminal Justice Services for $120,527 which will increase anticipated revenues for FY2023; and

WHEREAS the Sheriff's Office Department budget will increase by $120,527 for salaries to abide by the terms of Grant Agreement;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby authorize and appropriate the following amendments to the 2022-2023 Budget, such line items increased as follows, which monies shall be expended for purposes as authorized and approved by the Board:

<u>FUND/ORGANIZATION</u>

General Fund		
Expenditures:		
Sheriff Office Salaries	Department 031200	$120,527
General Fund		
Revenues:		
SRO Grant Revenue	019020-0022	$120,527

DONE this 26th day of September, 2022.

Grant Special Conditions

Virginia Department of Criminal Justice Services (DCJS)
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

FY2023 School Resource Officer / School Security Officer Grant Program

Acceptance of this grant award by the grantee constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised and evaluated in accordance with established employment and personnel policies; and assuring that all terms, conditions and assurances--those submitted with the grant application, and those issued with this award--are complied with.

By signing the Statement of Grant Award/Acceptance, the grantee agrees to:

- use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by DCJS;
- comply with all relevant sections of the *Code of Virginia*;
- adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions; and,
- comply with all terms, conditions and assurances either attached to this award or submitted with the grant application.

1. Performance and obligation periods

Grant funds, including local match, may be expended and/or obligated during the grant award period of performance. Grantees may only charge to the award allowable costs incurred during this grant award period. All properly incurred obligations must be liquidated no later than 45 days after the end of the award period. No new obligations may be made during the liquidation period. The grantee agrees to submit a final financial report and return all received and unexpended grant funds to DCJS within 45 days of the end of the grant award period.

2. Financial management systems

All grantees are required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. They must have a financial management system in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. Grantees must properly track the use of award funds and maintain adequate supporting documentation including maintaining proper documentation for all paid grant and match staff and volunteer time reported.

3. Access to grant records

The grantee must authorize DCJS and the Virginia Auditor of Public Accounts (APA) access to, and the right to examine, all records, books, papers, or documents related to this grant.

4. Documentation requirements

The grantee agrees to, upon request, promptly provide financial or programmatic-related documentation related to this award, including documentation of expenditures and achievements.

5. Additional monitoring requirements

The grantee understands that it may be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring.

6. Record retention and access

Records pertinent to the award must be retained for a period of three (3) years from the date of submission of the final expenditure report. Grantee must provide access, including performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records.

7. Non-Supplanting requirement

Funds made available through this award will not be used to replace State or local funds that would, in the absence of this grant, be made available for the same purposes.

8. Travel policy

Grantees may follow their own established travel rates if they have an established travel policy. DCJS reserves the right to determine the reasonableness of an organization's travel policy. If the grantee does not have an established policy, then they must adhere to State travel policy. DCJS allows reimbursement for actual reasonable expenses and meals according to per diem. Please refer to the following IRS website for the most current mileage rate: https://www.irs.gov/tax-professionals/standard-mileage-rates. Transportation costs for air and rail must be at coach rates.

9. Project initiation

Within 60 days of the starting date of the grant, the grantee must initiate the project funded. If not, the grantee must report to DCJS, in writing, the steps taken to initiate the project, the reasons for the delay, and the expected starting date. If the project is not operational within 90 days of the start date, the grantee must obtain approval in writing from DCJS for a new implementation date or DCJS may cancel and terminate the project and redistribute the funds.

10. Contract amendments

Contract amendments must be submitted for review in the On-line Grants Management System (OGMS). These contract amendments include, but are not limited to, the following:

- Budget Amendment – Revision
- Budget Amendment – In Line Adjustment
- Change Grant Funded Staff
- Change in Authorized Official
- Change in Award Sponsorship
- Project Scope of Work Revision
- Reporting Extension
- Other

Check with your grant monitor for details regarding submitting contract amendments via OGMS.

No amendment to the approved budget may be made without the prior approval of DCJS. No more than two (2) Budget Amendments - Revisions will be permitted during the grant period. The submission deadline for budget amendments is 45 days prior to the end of the grant period.

11. Financial audits

The grantee agrees to forward, to DCJS or to the Auditor of Public Accounts, a copy of the grantee's scheduled financial statement audit for the fiscal year that covers the grant award period.

12. Project income

Any funds generated as a direct result of DCJS grant-funded projects are deemed project income. Project income must be reported on the Grantee Financial Report for Project Income provided by DCJS. Instructions for the Project Income form can be downloaded at: http://www.dcjs.virginia.gov/forms/grants/subgrantProjectIncomeInstructions.doc. The Project Income form can also be downloaded from the DCJS website at: http://www.dcjs.virginia.gov/forms/grants/subgrantProjectIncome.xls. Examples of project income might include service fees; client fees; usage or rental fees; sales of materials; and income received from sale of seized and forfeited assets (cash, personal or real property included).

13. Required reports

The grantee agrees to submit, on or before scheduled due dates, such reports as required by DCJS. This includes filing required reports using OGMS. Failure to submit reports by the deadline dates may result in delay for reimbursement requests and/or cancellation of the award.

14. Delegation of responsibility

Any delegation of responsibility for carrying out grant-funded activities to an office or department not a part of the local government must be pursuant to a written memorandum of understanding by which the implementing office or department agrees to comply with all applicable grant terms, conditions and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions and assurances of the grant award.

15. Procurement

All purchases for goods and services must comply with local established written procurement policies. If a grantee does not have an established written policy, then they must adhere to the Virginia Public Procurement Act: https://dgs.virginia.gov/procurement/policy-consulting--review/policy/ Procurement transactions, whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition. Any exemption to this regulation requires the prior approval of DCJS and is only given in unusual circumstances. Any request for exemption must be submitted in writing to DCJS.

16. Nondiscrimination under state grants and programs

No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, sexual orientation, gender identity, disability, or status as a veteran under any program or activity receiving state financial assistance or under any program or activity conducted by or on behalf of any state agency.

The formal grant awards that DCJS enters into with all recipients require compliance with all applicable federal, state, and local laws, regulations, executive orders and ordinances related to expenditure of the grant money and the activities financed with the grant money.

17. School Resource Officer (SRO) position requirements

School Resource Officer (SRO) positions must be based on the DCJS Virginia School-Law Enforcement Partnership Guide. The SRO must be a certified, sworn law enforcement officer as defined in Virginia Code §9.01-101, and employed by a lawfully established Virginia public police department or sheriff's office. The SRO must be 21 years of age or older and have no less than three (3) years of certified law enforcement experience and the demonstrated ability, interest, and skills necessary to work with youth, school personnel, and the public to solve problems. Grantee may be required to submit documentation of compliance with this condition in writing.

18. SRO Basic Training Course

School Resource Officers (SRO) must have attended a DCJS SRO Basic Training course or attend one within the first four months of the grant period, or as required by SRO certification standards, whichever is shorter. Once completed the grantee must send a copy of the Partial In-Service Credit (PIC) Form to their DCJS grant monitor. If training does not take place within the specified time period, the grantee must report to their DCJS grant monitor, in writing, the steps taken to register for training, the reasons for the delay, and the expected date of training.

19. Compliance with minimum training standards

As required by §9.1-114.1, every full-time or part-time law-enforcement officer employed as a School Resource Officer after July 1, 2020, shall comply with the compulsory minimum training standards for school resource officers established by the Board within a period fixed by the Board.

20. Memorandum of Understanding

As required by Virginia Code §22.1-280.2:3, the grantee receiving funds for one or more SRO positions shall enter into a memorandum of understanding between the local law enforcement agency and the school division, to be reviewed every two (2) years.

21. Additional reporting requirements

The grantee agrees to provide additional information and feedback to DCJS staff regarding services provided and program outcomes to support DCJS' reporting requirements to the General Assembly.

22. School Security Officer requirements

School Security Officers must meet eligibility and training requirements for certification as a School Security Officer as outlined in 6VAC20-240.

23. Additional "Action Item" encumbrances

Any additional "action item" encumbrances related to your award will be shown online via the DCJS On-line Grant Management System (OGMS) website under menu item Grants> Encumbrances. The subgrantee must comply with any items listed there prior to DCJS disbursing funds.

Unless otherwise stated, these encumbrances must be met by August 31, 2022. If they remain unmet after this date, then the grantee must report to the DCJS, by letter, the steps taken to achieve compliance, the reasons for non-compliance, and the expected date of compliance. DCJS may terminate grant funding based upon unexplained or unreasonable failure to substantially comply with encumbrances within reasonable specified time frames.

REPORTING REQUIREMENTS AND PROJECTED DUE DATES

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond,Virginia 23219

FY2023 School Resource Officer / School Security Officer Grant Program

REPORTING REQUIREMENTS

By accepting the accompanying grant award, you are agreeing to submit online quarterly financial reports and programmatic progress reports for this grant throughout the grant period, as well as final reports to close the grant. No eligible current recipient of funding will be considered for continuation funding if, as of the continuation application due date, any of the required financial and progress reports for the current grant are more than 30 days overdue. For good cause, submitted in writing by the grant recipient, DCJS may waive this provision.

To submit reports, requests, and to view your grant award, refer to the On-line Grants Management System (OGMS) at our website: ogms.dcjs.virginia.gov. In order to use this web-based system, if you have not previously done so, you must register in OGMS.

- FINANCIAL REPORTS & REIMBURSEMENTS (Claims) – OGMS Detail of Expenditure/ Reimbursement forms are due within 15 days after the end of each calendar quarter. Claim reports are due even if no expenditures occurred during the quarter. If the due date falls on a weekend or non-business day, the report is due on the next business day. For financial questions, contact Joseph Thompson at (804) 225-2782 or via email at Joseph.thompson@dcjs.virginia.gov.

- PROGRESS (Status) REPORTS for most grant programs are due within 15 days after the end of each calendar quarter and must be approved by your DCJS Grant Monitor.

- BUDGET (Contract) AMENDMENTS may be submitted for consideration through OGMS. Please review your Special Conditions carefully to determine the requirements and procedures for amending budgets. For budget amendment questions, contact your assigned Grant Monitor.

- GRANT CLOSEOUT: The grantee has up to 45 days from the end of the award period to liquidate any unpaid obligations and submit a final financial report. The liquidation period exists to allow projects time to receive final invoices and make final payments -- no new obligations may be incurred during this period. Closeout questions should be directed to Joseph Thompson at (804) 225-2782 or via email at Joseph.thompson@dcjs.virginia.gov

Financial & Programmatic Reporting Schedule

CALENDAR QUARTER ENDING	REPORT DUE DATES
9/30/2022	10/15/2022
12/31/2022	1/15/2023
3/31/2023	4/15/2023
6/30/2023	7/15/2023
Final	8/15/2023

STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12^{th} Floor
Richmond, Virginia 23219

FY23-SRO-SRO Grant Program and Fund

Subgrantee: King William
DCJS Grant Number: 23-233-A
Grant Start Date: 7/1/2022
Grant End Date: 6/30/2023

Indirect Cost Rate: _____% ***If applicable**

Federal Funds:	
State General Funds:	
State Special Funds:	**$120,527**
Local Match:	____
Total Budget:	**$120,527**

Project Director	Project Administrator	Finance Officer
Jeff Walton Sheriff 351 Courthouse Lane, Suite 160 King William, Virginia 23086 804-769-0999 kwso@kingwilliamcounty.us	Percy Ashcraft County Administrator 180 Horselanding Road #4 King William, Virginia 23086 804-769-4927 pashcraft@kingwilliamcounty.us	Natasha Joranlien Finance Director 180 Horselanding Road #4 King William, Virginia 23086 804-769-4929 financedir@kingwilliamcounty.us

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: ______________________
Authorized Official (Project Administrator)

Title: County Administrator

Date: 08-19-2022

2

COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

August 17, 2022

Percy Ashcraft
County Administrator
180 Horselanding Road #4
King William, Virginia 23086

RE: FY23-SRO-SRO Grant Program and Fund: 497436 FY23 SRO-SRO Grant Program and Fund

Dear Percy Ashcraft:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **23-233-A** and was approved for a total award of **$120,527**, funded through Award Number **2023-FREE-GRANT**. The project period is **7/1/2022** through **6/30/2023**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and will be posted online at https://www.dcjs.virginia.gov/grants/grant-requirements within the next two weeks.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at https://ogms.dcjs.virginia.gov/. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here https://www.dcjs.virginia.gov/grants/ogms-training-resources along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to grantsmgmt@dcjs.virginia.gov. If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at **Michelle.Miles@dcjs.virginia.gov** or via email at **804-225-1846**.

Sincerely,

Jackson Miller

AGENDA ITEM 7.e.

Resolution 22-77 - Approving the PPTRA Rate for the Personal Property 2022 Billing

Commissioner of the Revenue
Karena L. Funkhouser
King William County

180 Horse Landing Road
P. O. Box 217
King William, VA 23086
Phone: (804) 769-4941
Fax: (804) 769-4902
Email: cor@kingwilliamcounty.us

TO: Board of Supervisors

CC: Percy Ashcraft, County Administrator

FROM: Karena L. Funkhouser, Commissioner of the Revenue

DATE: August 30, 2022

SUBJECT: 2022 Personal Property

On August 18, 2022, I sent a memo and two spreadsheets showing the personal property assessed values and tax before PPTRA with lower tax rates for motorcycles, cars, trucks and vans. The combined personal property tax not including Machinery and Tools for the County and Town at rates of $2.65 & $1.19 equaled $6,894,220.

I have attached the final totals for assessed values and tax for 2022 personal property. The combined personal property tax subtracting Machinery and Tools for the County and Town at rates of $2.65 & $1.195 equals $6,893,277. This is less than 1/1000 of a percent lower than the amount I presented.

As a result of the lower rates adopted by the Board, the PPTRA rate increased to 29.5%. This is almost a 2% increase from 2021.

Total Original Tax:	6,898,778.51
Total PPTRA Relief:	1,109,494.04
Total Due:	5,789,284.47

Totals by Bill Code:		Value	Orig Tax	PPTRA	Tax Due	Count
AC	AIR CRAFT	57,782	751.18	0.00	751.18	4
BK	BIKE	3,179,326	84,252.82	25,987.04	58,265.78	572
BT	BOAT	4,670,442	170,472.80	0.00	170,472.80	1411
CE	COMPUTER EQUIPMENT	97,006	3,540.75	0.00	3,540.75	51
CR	CAR	109,113,630	2,891,522.47	711,150.70	2,180,371.77	10197
EQ	EQUIPMENT	8,318,040	303,608.87	0.00	303,608.87	524
FF	FURNITURE AND FIXTURES	1,160,718	42,366.24	0.00	42,366.24	50
HE	HEAVY EQUIPMENT	432,377	15,781.77	0.00	15,781.77	12
LE	LEASED EQUIPMENT	3,289,663	120,072.74	0.00	120,072.74	216
MH	MOBILE HOMES	836,361	6,983.63	0.00	6,983.63	116
MT	MACHINERY AND TOOLS	27,793,451	625,352.70	0.00	625,352.70	23
OE	OFFICE EQUIPMENT	7,385	269.56	0.00	269.56	6
RV	RV/MOTOR HOME	1,773,016	64,715.12	0.00	64,715.12	66
TK	TRUCK	78,098,645	2,069,619.04	355,443.54	1,714,175.50	5701
TR	TRAILER	11,394,999	415,930.64	0.00	415,930.64	5007
VN	VAN	3,152,366	83,538.18	16,912.76	66,625.42	492
		253,375,207	6,898,778.51	1,109,494.04	5,789,284.47	24448

Total Original Tax:	2,226,691.75
Total PPTRA Relief:	95,161.40
Total Due:	2,131,530.35

Totals by Bill Code:		Value	Orig Tax	PPTRA	Tax Due	Count
BT	BOAT	16,020	584.73	0.00	584.73	1
WPBK	BIKE - WEST POINT	551,029	6,584.79	1,969.95	4,614.84	83
WPBT	BOAT - WEST POINT	667,864	11,020.01	0.00	11,020.01	220
WPCE	COMPUTER EQUIPMENT - WEST POIN	519,553	8,572.61	0.00	8,572.61	28
WPCR	CAR - WEST POINT	24,580,884	293,742.92	70,078.29	223,664.63	2111
WPEQ	EQUIPMENT - WEST POINT	6,086,761	100,431.65	0.00	100,431.65	192
WPFF	FURNITURE & FIXTURES - WEST PO	1,067,588	17,615.23	0.00	17,615.23	32
WPHE	HEAVY EQUIPMENT - WEST POINT	707,068	11,666.63	0.00	11,666.63	10
WPLE	LEASED EQUIPMENT - WEST POINT	534,294	8,815.89	0.00	8,815.89	119
WPMH	MOBILE HOME - WEST POINT	6,000	22.50	0.00	22.50	2
WPMT	MACHINERY & TOOLS - WEST POINT	160,684,066	1,606,840.66	0.00	1,606,840.66	10
WPOE	OFFICE EQUIPMENT - WEST POINT	3,241	53.48	0.00	53.48	4
WPRV	RV/MOTOR HOME - WEST POINT	103,443	1,706.81	0.00	1,706.81	4
WPTK	TRUCK - WEST POINT	10,602,973	126,705.71	21,560.54	105,145.17	781
WPTR	TRAILER - WEST POINT	1,518,111	25,050.74	0.00	25,050.74	687
WPVN	VAN - WEST POINT	608,980	7,277.39	1,552.62	5,724.77	114
		208,257,875	2,226,691.75	95,161.40	2,131,530.35	4398

RESOLUTION 22-77
SETTING THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR THE PERSONAL PROPERTY 2022 BILLING IN ACCORDANCE WITH THE 2004-2005 CHANGES TO THE PERSONAL PROPERTY TAX RELIEF ACT OF 1998

WHEREAS the Board of Supervisors (hereinafter Board) adopted King William County Code Sections 70-149 and 70-150 on December 12th 2005 implementing the 2004- 2005 changes to the Personal Property Tax Relief Act of 1998, in response to legislative enactments; and

WHEREAS such County Code sections provide that the Board shall annually set the rate of tax relief on qualifying vehicles at a level that is anticipated to fully exhaust tax relief funds provided to the County by the Commonwealth; and

WHEREAS County Code Section 70-150 provides that personal property tax relief shall be applied so as to eliminate personal property taxation on qualifying vehicles with an assessed value of One Thousand Dollars ($1,000.00) or less; and

WHEREAS the King William County Commissioner of the Revenue has made a projection based upon the County's historical growth in personal property tax values of the level necessary to fully exhaust the PPTRA relief fund provided to the County by the Commonwealth, as called for in the ordinance; and

WHEREAS it is necessary for this Board to establish the allocation of tax relief for the first Twenty Thousand Dollars ($20,000.00) in assessed value of other qualifying vehicles; and

NOW THEREFORE BE IT RESOLVED that, for Calendar Year 2022, qualifying vehicles with assessed values of more than One Thousand Dollars ($1,000.00) shall have their tax computed by reducing the amount otherwise owed on the first Twenty

Thousand Dollars ($20,000.00) of assessed value of such qualifying vehicle by a dollar amount equal to 29.5% of the amount otherwise owed.

DONE this the 26th day of September, 2022.

AGENDA ITEM 7.f.

Resolution 22-78 - Honoring the Life and Accomplishments of Queen Elizabeth II

RESOLUTION 22-78
HONORING THE LIFE AND ACCOMPLISHMENTS OF QUEEN ELIZABETH II

WHEREAS Elizabeth Alexandra Mary Windsor was born on April 21, 1926 to the Duke and Duchess of York and ascended to the throne on February 6, 1952 as sovereign of the United Kingdom; and

WHEREAS during her reign, Queen Elizabeth II met with 13 United States Presidents, more than any other head of state, and worked to maintain a strong relationship between the United Kingdom and the United States; and

WHEREAS, upon her passing on September 8, 2022, Queen Elizabeth II was the longest reigning monarch in the history of the British monarchy, serving for more than 70 years; and

WHEREAS Queen Elizabeth II was second cousin, eight times removed to King William III, who reigned from 1689 until his death in 1702 and for whom King William County was named;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors remembers Her Majesty, Queen Elizabeth II, and her more than 70 years of service in support of the British people and the Commonwealth of Nations; expresses gratitude for her efforts to maintain strong bilateral relations between the United Kingdom and the United States; and extends condolences to her family, the people of the United Kingdom of Great Britain and Northern Ireland, and to the peoples of the Commonwealth of Nations.

DONE this 26th day of September, 2022.

AGENDA ITEM 7.g.

Approval to Sign Engagement Letter for FY22 Audit

County of King William, Virginia

BOARD OF SUPERVISORS

Natasha L. Brown
Director of Financial Services

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

MEMORANDUM

DATE: September 26, 2022

TO: King William County Board of Supervisors

FROM: Natasha L. Brown, Director of Financial Services

SUBJECT: Auditing Services to be provided by Robinson, Farmer, Cox Associates, PLLC for FY2022

Summary
The attached document is an annual submittal by the auditing firm contracted to perform the County's Comprehensive Annual Financial Report.

Background
Provides in detail what service the auditing firm will provide to the County and School during the audit.

Consideration/Options
Consent – Approval for signature by the County Administrator

Recommendation(s)
Staff recommends approval

Attachment(s)
- Engagement Letter

180 Horse Landing Road #4 • King William, VA 23086
(804) 769-4929 • financedir@kingwilliamcounty.us
kingwilliamcounty.us

RFC
CPAs | CONSULTANTS

ROBINSON, FARMER, COX ASSOCIATES, PLLC
Certified Public Accountants

September 19, 2022

Percy Ashcraft, County Administrator
Edwin Moren, Chairman of the Board of Supervisors
King William County Administrator's Office
180 Horse Landing Road
King William, VA 23086

We are pleased to confirm our understanding of the services we are to provide for County of King William, Virginia for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of County of King William, Virginia as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement County of King William, Virginia's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to County of King William, Virginia's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

2) Schedules and Notes Related to Net Pension Asset or Liability

3) Schedules and Notes Related to Other Post Employment Benefit Asset or Liability

4) Budgetary Comparison Information

Richmond Office:
401 Southlake Blvd, Suite C-1
North Chesterfield, VA 23236
(804) 378-4200

Contact:
Aaron B. Hawkins, CPA
Member
E-mail: ahawkins@rfca.com
Website: www.rfca.com

Audit Scope and Objectives (Continued)

We have also been engaged to report on supplementary information other than RSI that accompanies County of King William, Virginia's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1) Schedule of expenditures of federal awards.

2) Combining and Individual Statements and Schedules

3) Supporting Schedules

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1) Statistical information

2) Introductory Section

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public of the Commonwealth of Virginia; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit (Continued)

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1) Management override of controls

2) Improper revenue recognition

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of County of King William, Virginia's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Audit Procedures—Compliance (Continued)

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of County of King William, Virginia's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on County of King William, Virginia's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

Financial Statement and SEFA Preparation

We will also assist in preparing the financial statements, schedule of expenditures of federal awards (SEFA), and related notes of County of King William, Virginia in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Agreed-Upon Procedures (APA)

You will agree to the procedures referenced in the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts relative to the comparative report transmittal forms and will acknowledge that the procedures to be performed are appropriate for the intended purpose of the engagement, which is Applying Agreed-Upon Procedures in accordance with requirements as specified in the *Uniform Financial Reporting Manual*. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA). Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgement that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. A refusal to provide such agreement and acknowledgement will result in our withdrawal from the engagement. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose.

Agreed-Upon Procedures (APA) **(Continued)**

Because the agreed-upon procedures do not constitute an examination or review, we will not express an opinion or conclusion on the subject matter. In addition, we have no obligation to perform any procedures beyond those to which you agree.

We will issue written reports on completion of our engagement that list the procedures performed and our findings. Our reports will be addressed to the and appropriate agencies. If we encounter restrictions in performing our procedures, we will discuss the matter with you. If we determine the restrictions are appropriate, we will disclose the restrictions in our report. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

There may exist circumstances that, in our professional judgement, will require we withdraw from the engagement. Such circumstances include the following:

- You refuse to provide written agreement to the procedures and acknowledge that they are appropriate for the intended purpose of the engagement.

- You fail to provide requested written representations, or we conclude that there is sufficient doubt about the competence, integrity, ethical values, or diligence of those providing the written representations, or we conclude that the written representations provided are otherwise not reliable.

- We determine that the description of the procedures performed or the corresponding findings are misleading in the circumstances of the engagement.

- We determine that restrictions on the performance of procedures are not appropriate.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, should any such matters come to our attention, we will communicate them in accordance with professional standards and applicable law. In addition, if in connection with this engagement, matters come to our attention that contradict the subject matter, we will communicate such matters to you.

You agree to the procedures to be performed and acknowledge that they are appropriate for the intended purpose of the engagement.

You are responsible for the subject matter to which our agreed-upon procedures are applied. In addition, you are responsible for providing us with (1) access to all information of which you or the appropriate party are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request from the appropriate party for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the subject matter in accordance with the *Uniform Financial Reporting Manual*.

Virginia Retirement System Examination

We will examine management's assertion that the census data reported to the Virginia Retirement System ("VRS") during the year ended, is complete and accurate. The objectives of our examination are to (1) obtain reasonable assurance about whether management's assertion that the census data reported to the VRS is free from material misstatement based on the requirements to be met by participants in the VRS as defined by the VRS and the Board of Trustees' plan provisions as mandated in the *Code of Virginia Section 51.1-136; and (2)* to express an opinion as to whether management's assertion that the census data reported to the VRS is fairly stated, in all material respects.

Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Accordingly, it will include examining, on a test basis, management's records and other procedures to obtain evidence necessary to enable us to express our opinion. We will issue a written report upon completion of our examination. Our report will be addressed to and the Auditor of Public Accounts of the Commonwealth of Virginia. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

We will plan and perform the examination to obtain reasonable assurance about whether management's assertion that the census data reported to the VRS is free from material misstatement, based on the requirements to be met by participants in the VRS as defined by the VRS and the Board of Trustees' plan provisions as mandated in the Code Section of Virginia Section 51.1-136. Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, known and suspected fraud, noncompliance with laws or regulations, or internal control deficiencies, that may exist. However, we will inform you of any known and suspected fraud, noncompliance with laws or regulations, internal control deficiencies identified during the engagement and uncorrected misstatements that come to our attention, unless clearly trivial.

We understand that you will provide us with the information required for our examination and that you are responsible for the accuracy and completeness of that information. We may advise you about appropriate criteria or assist in the preparation of the subject matter, but the responsibility for the subject matter remains with you.

Management is responsible for the presentation of the census data described above in accordance with the requirements described above; and for selecting the criteria and determining that such criteria are appropriate for your purposes. Management is responsible for, and agree to provide us with, a written assertion about whether the presentation of the census data described above is presented in accordance with the requirements described above. Failure to provide such an assertion will result in our withdrawal from the engagement. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the subject matter; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence.

At the conclusion of the engagement, you agree to provide us with certain written representations in the form of a representation letter.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America, with the oversight of those charged with governance; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior

Responsibilities of Management for the Financial Statements and Single Audit (Continued)

audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on June 30, 2022.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification.

Engagement Administration, Fees, and Other (Continued)

The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to County of King William, Virginia; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Robinson, Farmer, Cox Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to oversight agencies or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Robinson, Farmer, Cox Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the granting agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in November 2022 and to issue a report no later than December 15, 2022. Further, the County's comparative cost transmittal report will be filed with the Auditor of Public Accounts of the Commonwealth of Virginia by December 15, 2022. Aaron B. Hawkins is the member in charge of this engagement and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services for the year ended June 30, 2022 will be $66,000.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Honorable Members of the Board of Supervisors of County of King William, Virginia. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on

Reporting (Continued)

internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to County of King William, Virginia and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

ROBINSON, FARMER, COX ASSOCIATES

Aaron B. Hawkins
Certified Public Accountant
Member

RESPONSE:

This letter correctly sets forth the understanding of County of King William, Virginia.

By: ______________________________

Title: County Administrator

By: ______________________________

Title: Chairman of the Board of Supervisors

AGENDA ITEM 8.a.

Resolution 22-79 - Proclaiming October as Domestic Violence Awareness Month - Thrive Virginia

RESOLUTION 22-79
PROCLAIMING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS domestic violence is widespread and affects over four million Americans each year; and

WHEREAS one in three Americans have witnessed an incident of domestic violence; and

WHEREAS children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS only a coordinated community effort will put a stop to this heinous crime; and.

WHEREAS Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims;

NOW, THEREFORE, BE IT RESOLVED the King William County Board of Supervisors hereby proclaims the month of October as Domestic Violence Awareness Month and asks the citizens of King William County to work together to eliminate domestic violence from our community.

DONE this the 26th day of September, 2022.

PROCLAMATION

2022

A PROCLAMATION DECLARING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS, Domestic violence is widespread and affects over four million Americans each year; and

WHEREAS, one in three Americans have witnessed an incident of domestic violence; and

WHEREAS, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, only a coordinated community effort will put a stop to this heinous crime; and.

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, IT IS PROCLAIMED by the King William County Board of Supervisors the month of October as Domestic Violence Awareness Month and ask the citizens of King William County to work together to eliminate domestic violence from our community.

____

Edwin H. Moren Jr, Board Chairman

thriveva.org 804.966.8720 P.O. Box 208 New Kent, VA 23124

AGENDA ITEM 8.b.

Regional Animal Shelter Strategic Plan Discussion - Lauri Betts, RAS Manager

20201 King William Road
P.O. Box 215
King William, VA 23086
804 769 4983 Fax: 804 769 4993
AnimalShelter@KingWilliamCounty.us
www.kingwilliamcounty.us

Strategic Plan

~Introduction

The strategic plan is intended to guide the work of the Regional Animal Shelter, an open admission shelter, towards a positive and meaningful impact on the community. It will ensure that the organization is serving the best interest of the citizens and animals. The plan should be periodically reviewed and revised. Continued commitment on the strategies will be necessary to achieve the outlined goals.

One of the many challenges for municipal animal welfare agencies is increasing the Live Release Rate of shelter animals while maintaining a high quality of care for them within the shelter. As the number of animals entering the shelter increases, so does the potential for health issues, and euthanasia due to overcrowding. The Plan focuses on improving organizational efficiencies with increased resources.

As the population continues to grow in our community, planning of this kind becomes even more critical, as we are already realizing an increasing number of surplus pets, cats and dogs needing to be sheltered, and the number is expected to continue to increase A vigorous effort to be proactive toward this dynamic of population growth is necessary. There will be growing costs associated with caring for and sheltering animal companions. It is a widely held belief among animal welfare professionals that the cost of reactive approaches to pet overpopulation problems exceed the costs of more positive and proactive interventions. It costs more to care for, euthanize and dispose of unwanted animals than it does to prevent them from entering the shelter at all, and to have to work toward a positive outcome for those who are sheltered.

~History

The County of King & Queen and the County of King William entered into an agreement on May 21, 2007 to create the King William – King & Queen Animal Shelter, later renamed the Regional Animal Shelter, located at 20201 King William Road, King William, Virginia, property owned by King William County. The 7-page agreement outlines that King William County will administer and operate the Animal Shelter, and that both counties would share equally the costs of construction, operation based on an approved annual budget, and approved Capital Improvements.

The Animal Shelter opened on September 21, 2009. The first year of operation the shelter was not permitted to take cats. We cared for 459 companion animals and our live release rate was 49%. In 2011 the shelter cared for 1,299 companion animals and the live release rate dropped to 38%.

Through the years the Shelter has worked to install pro-active programs to reduce the number of unwanted animals entering the shelter and to increase the live-release outcome. In October of 2010 we began a monthly low-cost spay/neuter clinic for owned pets in the community and have continued it using various local high-volume clinics through May of 2022. We have significantly increased the number of rescue partners that are signed on with us to transfer dogs and cats to their programs for permanent adoption and continue to cultivate new partnerships. When donation funding is available, we hold adoption specials reducing all or part of the fees associated with adoption, to encourage adoptions.
In 2021 we cared for 689 companion animals and the live release rate was 74%, still missing the nationwide goal for municipal shelters of 90%.

~**Mission Statement**

REGIONAL ANIMAL SHELTER STANDARD OPERATING PROCEDURE		
S.O.P. # A-1	**SUBJECT: Mission and Objectives**	**DATE: December 10, 2008**

I. PURPOSE

The purpose of this directive is to define the mission and objectives of the Regional Animal Shelter (R.A.S.).

II. POLICY

It shall be the policy and mission of the R.A.S. to support responsible pet ownership, humane treatment of animals, equipping pets with identification at all times, compliance with statutes and ordinances for the control and protection of animals, spaying and neutering, and control of pet overpopulation.

Personnel will maintain the animal shelter, wherein stray and unwanted animals from King William County and King and Queen County will be housed pending redemption by owners, adoption by citizens, transfer to other releasing agencies, euthanasia, or other disposition as provided by statute, ordinance and regulation. It shall be the policy of R.A.S. to maintain the highest standard of animal care possible, and to be diligent in efforts to reunite lost pets with owners, or to secure new homes through responsible pet adoption of pets that are healthy and behaviorally sound.

It is well documented that owner irresponsibility, failure to equip pets with identification, failure to spay and neuter pets, failure to abide by statutes and ordinances for the control and protection of animals, and allowing the uncontrolled breeding of pets all contribute to the costs of animal care and control services, the number of complaints from citizens, animal neglect and cruelty, the number of animals impounded, and the high volume of animals that must be euthanized by shelters.

III. OBJECTIVES

The primary objectives of R.A.S. shall be as follows:

A. Promote the safety and welfare of citizens and animals.

B. Maintain a shelter where animals are properly and humanely cared for according to statute, ordinance, and regulation.

C. Reunite impounded or lost animals with their owners whenever possible.

D. Administer a responsible adoption program, including strict provisions for spaying and neutering, so as to secure new homes for animals whose custody has reverted to R.A.S.

E. Euthanize animals, as necessary, in a caring and humane manner as approved by statute, ordinance and regulation.

F. Educate the public regarding responsible pet ownership, laws, ordinances for the care and control of animals, and the problems of pet overpopulation.

G. Cooperate with other animal care and control agencies for the welfare and protection of citizens and animals.

H. Cooperate with the County Animal Control Departments and other agencies as necessary and appropriate.

I. Make our shelter a place that is attractive and convenient to the community.

J. Strive for and support professionalism in the field of animal care and control.

These objectives shall in no way be considered absolute. The R.A.S. shall continually seek new and better ways of serving the public and animals through training, education, and innovative techniques.

~Vision and Future Goals

Vision Statement
The Regional Animal Shelter will become a successful comprehensive community animal resource center, supporting the needs of the growing population of citizens and animal companions. Services will be based on industry best practices to address the causes of animal overpopulation and lack of pet retention. Through spay/neuter programs, adoption/transfer, foster homes, education and outreach, we will increase community awareness of the animal population needs in the Counties we serve, and work to lower the number of surplus pets. The expanded programs will be supported through local government funding. Some of the programs may be partially funded through grants and fundraising opportunities.

Remainder of FY23 (SWOT exercise)
Meet with stakeholders (staff, local humane society, government leaders) to identify the strengths, weaknesses, opportunities, and threats of the Animal Shelter program. The results are to be used during our strategic planning process to identify goals and strategies that will help us capitalize on our strengths and mitigating our weaknesses, while maintaining awareness of external threats and seizing opportunities.

Goal #1 Develop Organizational Capacity

1.1 Strengthen Government partnerships

Strategies:

a. Re-visit the Animal Shelter agreement between King William and King & Queen Counties
b. Establish a renewed understanding of sharing the animal shelter's vision, future goals and funding to benefit the communities of both counties
c. Explore how the 2 Sheriff's Department's – Animal Control Officers can help the Shelter

1.2 Develop an organizational infrastructure that supports the achievement of the organization's vision and goals

Strategies:

a. Request funding with justification through the annual budget process
b. Reclassify current full-time Animal Care Technician position to Animal Care Supervisor in FY24
c. Full-time Animal Care Technician position to improve staff consistency and eliminate the need for 2 part-time positions that are hard to fill and retain FY25
d. Establish a part-time community outreach and volunteer coordinator position FY 25
e. Ensure professional development of staff that will enhance organizational operations

Goal #2 Create and maintain an efficient, model facility that goes beyond being compliant with all State codes and meets the community's expectation for an animal resource center

2.1 Increase service offerings, develop and implement programs based on industry best practices to improve Shelter operations, animal care, increase positive release rate

Strategies:

a. Add a full-time Animal Shelter Program Coordinator in FY 24
b. Establish a foster care program
c. Establish a TNR program
d. Conduct Humane Education Outreach to improve the quality of life for animals in our community
e. Present at community groups and association meetings

2.2 Be responsive to the communities needs

Strategies:

a. Study appropriateness of expanded Shelter hours based on customer traffic patterns
b. Purchase and install a programmable LED sign for the front lawn for messaging to passersby, FY 25
c. Develop excellent customer service skills across all areas of the organization

2.3 Demonstrate a high standard of cleanliness

Strategies:

a. Research cleaning products and establish product rotation program
b. Revise/update SOP's
c. Evaluate current staffing, equipment, and supplies and make changes as needed to achieve appropriate standard of care
d. Ensure all employee's competency and consistent training

Goal #3 Provide educational opportunities for the community to learn about the services and strategies available to help them keep their pets healthy and reduce the population of feral and forsaken animals.

3.1 Improve access to and utilization of low cost or no cost spay/neuter

Strategies:

a. Identify and apply for community-assistance grants for spay/neuter, vaccine and microchip clinics of owned pets to prevent animals from entering shelter
b. Increase awareness of Animal Friendly License Plates (benefit to the locality's s/n fund)
c. Develop programs for specific populations to be able to keep their pets and keep them healthy (Example: Seniors, low-income, homeless)

d. Pre-adoption spay/neuter, 100% compliance
e. High risk pets (example Pit Bulls, feral cats)

3.2 Decrease euthanasia

Strategies:

a. Develop relationships with citizens that keep dogs for hunting to improve their health care, and work with the shelter to relinquish dogs that are no longer wanted
b. Identify and apply for grants for shelter animal medical care, heartworm treatment
c. Enhance relationships with current rescue partners; learning about their needs and working proactively to help them help us
d. Establish Foster Program for neonates; animals requiring medical management; FIV positive cats
e. Increase affiliation with rescue partners
f. Continue to increase Live Release Rate utilizing programs, innovations and interventions

Goal #4 Improve the quality and capacity for care provided to animals in the Shelter

4.1 Capital Improvements to the facility

Strategies:

a. Install a fire suppression system at the facility in FY24
b. Provide a sick room addition to properly isolate and care for ill/contagious animals, capital project FY 24
c. Renovate to provide a laundry and dish washing location separate from the current kitchen which is used for food prep, sterilized hardware and clean bedding storage, capital project FY 24

4.2 Reduce stress to Shelter cats and dogs

Strategies:

a. Establish meaningful enrichment programs to provide behavioral support for cats and dogs to include more out-of-cage time, more one-on-one time with a person, and additional exercise and training
b. Research ability to have professional dog trainer work with staff to enhance basic behavior training of dogs which provides enrichment and increases adoptability
c. Increase volunteer participation for dog walking, training and cat socialization

Goal #5 Improve the quantity and quality of community Shelter adoptions

5.1 Improve adoption retention rates

Strategies:

a. Expand in-house temperament testing

b. Expand animal profiles for surrendered pets
c. Develop comprehensive adoption literature folders
d. Establish help line for adopters

5.2 Improve overall adoption rates

Strategies:

a. Elevate presence in community
b. Explore using additional social media sites
c. Review adoption policies, procedures and fees. If appropriate, revise procedures to achieve more positive outcomes and experiences for adopters and pets
d. Evaluate and adjust adoption processes to support great matches

Goal #6 Communicate effectively and timely within the Shelter

6.1 Ensure all staff members are aware of key activities in every area of the Shelter

Strategies:

a. Hold regularly scheduled staff meetings
b. Create message board for animal needs communication
c. Use email to communicate important information to all staff

Goal #7 Develop a positive visible presence in the community

7.1 Develop and enhance media relations

Strategies:

a. Explore relationships with newspapers, radio and TV to promote our programs

7.2 Be visible in an organized and positive way to mobilize the community to work toward our vision

Strategies:

a. Expand presence in community activities
b. Quarterly on-line newsletter
c. Develop informational brochures
d. Offer helpful programs to the community

~FISCAL SUMMARY

FY24
Personnel needs:

1. Reclassify current full-time Animal Care Technician to Animal Care Supervisor
2. Full time Animal Shelter Program Coordinator

FY24
CIP:

1. Install fire suppression system at the facility
2. Provide a sick room addition to properly isolate and care for ill/contagious animals
3. Renovate to provide a laundry and dish washing location separate from the current kitchen which is used for food prep, sterilized hardware and clean bedding storage
4. Install carport cover over the sally port

FY25
Personnel needs:

1. Full-time Animal Care Technician position to improve staff consistency and eliminate the need for 2 part-time positions that are hard to fill and retain
2. Part-time community outreach and volunteer coordinator

FY25
CIP:

1. Expand cat adoption area
2. LED Programmable sign

**AMENDED AND RESTATED KING WILLIAM -
KING AND QUEEN ANIMAL SHELTER AGREEMENT**

THIS AGREEMENT is entered into this 21st day of May, 2007 between the County of King and Queen, Virginia ("King and Queen County") and the County of King William, Virginia ("King William County"), or collectively (the "Counties").

WHEREAS, Section 3.1-796.96 of the Code of Virginia requires counties to maintain or cause to be maintained an animal shelter in accordance with guidelines issued by the Virginia Department of Agriculture and Consumer Services; and

WHEREAS, King and Queen County, King William County and Middlesex County entered into the Middle Peninsula Animal Shelter Agreement (the "Original Agreement") dated September 17, 2002, pursuant to which the Middle Peninsula Animal Shelter ("Animal Shelter") was to be built on a parcel of property purchased by King and Queen County for the benefit of the three jurisdictions in King and Queen County; and

WHEREAS, following the receipt of construction bids for the Animal Shelter, which were rejected because of the cost, Middlesex County withdrew from the Original Agreement; and

WHEREAS, following such withdrawal King and Queen County and King William County agreed to jointly construct and operate the Animal Shelter in King William County on property owned by King William County; and

WHEREAS, a contract has been entered into by King William County for the construction of the Animal Shelter.

NOW THEREFORE, IT IS AGREED by the parties that the Original Agreement be amended and restated in its entirety as follows:

1. **Creation of the King William - King and Queen Animal Shelter**

King William County and King and Queen County hereby agree, pursuant to Section 15.2-1300 et. Seq. of the Code of Virginia, to jointly construct and operate the King William-King and Queen Animal Shelter (the "Animal Shelter") for the purposes of providing a shelter for animals found within either King William County or King and Queen County which must be confined pursuant to state and local law, to provide a place for such animals to be adopted or otherwise disposed of, and to provide other services relative to the sheltering of animals within the said Counties. The shelter is located on Tax Map #37, part of Parcel #102, to be subdivided by King William County into its own independent parcel. The physical and mailing addresses of the shelter are 20201 King William Road, King William, Virginia, 23086, and Post Office Box 215, King William, Virginia, 23086, respectively.

2. Administration of Animal Shelter

King William County agrees to operate the Animal Shelter through its County Administrator's Office or other office designated by the King William County Board of Supervisors. Operation includes the responsibility for hiring and managing employees of the Animal Shelter, managing the finances of the Animal Shelter, providing adequate insurance covering the operations of the Animal Shelter, which insurance shall name King and Queen County as an additional insured, and ensuring that the Animal Shelter is operated in accordance with all applicable federal, state and local laws. Employees of the Animal Shelter shall be deemed to be employees of King William County for all purposes. No King and Queen County animal control officer shall be deemed an employee of King William County for any purpose. King William County shall solicit input from King and Queen County for the position of the Animal Shelter Manager, with the final decision being within the sole discretion of King William County. The County Administrators of King William County and King and Queen County shall have the authority to set operating hours, policies and procedures for the Shelter, and may take any other actions necessary to effectuate its efficient and effective operation.

3. Title to Property in King William County

The Animal Shelter shall be constructed on property owned by King William County as shown on Attachment A. King William County agrees to not request any contribution from King and Queen County for such property.

4. Property in King and Queen County

King and Queen County has title to the parcel of property in King and Queen that was to have been the original site of the Animal Shelter. Such property is owned by King and Queen County for the benefit of both King William County and King and Queen County. King William County agrees to give up any rights it may have to the property in King and Queen County in return for the payment by King and Queen County to King William County of $28,600.00, which is one-half of the current assessed value of the property. Such payment shall be made no later than the 31st of July 2007. Conveyance of King William County's rights to the property shall be contemporaneous with the payment of the $28,600.00 by King and Queen County to King William County.

5. Sharing Costs of Construction

King William County has entered into a contract with Grand Metro Builders, Inc. for the construction of the Animal Shelter in the base amount of $960,000.00. The parties agree to share the costs of construction, architects, engineers, and the King William County Clerk-of-the-Works as related to the project equally, including reasonable change orders approved by King William County. The base contract amounts are as follows: construction $960,000.00; general architect and engineering fees $96,000.00 (10% of construction costs, may be increased based on final construction cost) for design including building, site plan and bidding, plus $19,200.00 (20% of design fee, may be increased based on final design fee); special soil engineering fees $3,803.00; survey fees $4,900.00; and the King William County Clerk-of-the-Works $10,325.00 year-to-date, plus approximately $3,000.00 per month until project completion. During construction, King William County shall submit to King and Queen Administrator detailed bills showing the amount that King and Queen County owes King William County for construction and related services, which amounts shall be paid by King and Queen County within a reasonable time, not to exceed 45 days from receipt of the bill by King and Queen County.

6. Sharing Costs of Operation

The parties agree to share the costs of operation of the Animal Shelter equally. Prior to February 1st of each year, the County Administrators of both King and Queen County and King William County shall meet and prepare a budget for the Animal Shelter for the next fiscal year. Each County Administrator shall submit a budget to each of their respective Boards of Supervisors indicating the amount that they anticipate in net expenses for the operation of the Animal Shelter the next fiscal year. The Boards of Supervisors agree, subject to annual appropriation, to include sufficient funds in the budget to operate the Animal Shelter for the next fiscal year. King William County shall invoice King and Queen County monthly for King and Queen County's share of the costs for the previous month. Such amounts shall be paid by King and Queen County within a reasonable time, not to exceed 45 days from receipt of the bill by King and Queen County. King William County shall have the authority to establish an Animal Shelter capital improvements fund. If at the end of any fiscal year the Animal Shelter has not utilized all of its allocated funds, King William County shall consult with King and Queen County to determine whether King and Queen County would like the excess funds refunded or whether they may be allocated the Animal Shelter capital improvements fund.

7. Sharing Costs of Management

The parties agree to share the costs of managing the Animal Shelter. King and Queen County shall pay King William County a fee equal to 3% of King and Queen's annual Animal Shelter operating expenditures for the administration of the Animal Shelter. This fee shall be included in the monthly invoice to King and Queen County, and shall be paid within a reasonable time, not to exceed 45 days from receipt of the bill by King and Queen County.

8. Periodic Maintenance

The parties agree to share equally the costs of periodic maintenance, including but not limited to, routine maintenance, emergency repairs, upgrades to the Shelter, and/or measures taken by King William County to comply with federal, state, or local mandates.

9. Capital Improvements

The parties agree to share equally the costs of capital improvements, including but not limited to, expansion of the Animal Shelter facility. In order for a capital improvement to occur, the County Administrators of both King and Queen County and King William County must agree on the need for the improvement, and secure approval from their respective Boards of

Supervisors. No approval for such an improvement shall be withheld if such improvement is required by federal or state mandates.

10. Addition of Services

Each of the parties shall have the right to add facilities and or services at its own expense, as long as it does not unduly interfere with the other party's use of the shelter. The parties may permit third parties such as humane groups to assist or provide services at the Animal Shelter, subject to approval by the Animal Shelter Manager.

11. Use of Animal Shelter

Each of the parties shall have the right to house an equal number of animals in the Animal Shelter at any one time. Each party shall only use the Animal Shelter for authorized purposes. Provided that space is available, either County may utilize greater than 50% of the runs. In the event that one of the Counties has animals in excess of 50% of the capacity of the Animal Shelter, and an animal is brought into the Animal Shelter from the other County, the Animal Shelter staff shall take such actions as may be necessary to allow the animal from the latter County to be accepted at the Animal Shelter. In the event that the Animal Shelter is at full capacity, with each party occupying 50% of the runs, alternate accommodations for additional animals may be secured by the County in need of the accommodations and paid directly by that County to the third party vendor or alternate accommodations may be secured by the Shelter Manager if so requested. King William County, as administrator of the Animal Shelter, shall have the authority to rent out any and all unused runs as long as such action does not negatively impact either County, and the revenue shall be divided equally between the Counties.

12. Fees and Other Payments

The respective Boards of Supervisors of King William County and King and Queen County may set reasonable fees and charges for the adoption and housing of animals held at the Animal Shelter, and for other services. The fees shall be uniform. The parties may apply for grants and other funding to defray the costs of operating, maintaining, upgrading, and/or expanding the Animal Shelter, and may accept donations for such purposes.

13. Duration of Agreement

This Agreement shall become effective on the date shown on the first page hereof, which shall be the date of the approval of this Agreement by the Board of Supervisors of the last County to adopt the Agreement. The Agreement shall be in effect for thirty years from that date, unless terminated earlier by the action of both Boards of Supervisors. In addition, in the event that the Board of Supervisors of King and Queen County feels that it is necessary to operate an animal shelter in King and Queen County, King and Queen County may withdraw from this Agreement by giving written notice at least one year in advance of the date of withdrawal. In the event King and Queen County withdraws from the Agreement within the first two years of the date of this Agreement, King William County shall not be responsible for the payment to King and Queen County for any costs of construction or other equipment related to the Animal

Shelter. In the event King and Queen County withdraws from the Agreement within years three, four, or five from the date of this Agreement, King William County shall pay King and Queen 25% of the cost of constructing the Animal Shelter. In the event King and Queen County withdraws from the Animal Shelter after five years from the date of this Agreement, King William County shall not be responsible for the payment to King and Queen County for any costs of construction or other equipment in the Animal Shelter.

14. Extensions, Renewals, Addition of Parties

This Agreement may be extended, renewed, or other localities may be added by action of both Boards of Supervisors.

15. Transfer of Personal Property after Dissolution

At the end of this Agreement, other than by the withdrawal of King and Queen County as specified in Section 9, all personal property, or monies equal to the value thereof, shall be divided equally between the parties, unless otherwise agreed to by the parties. Whether the actual property is divided or monies equal to the value thereof are paid is within the sole discretion of King William County.

16. Report to Boards of Supervisors

The Shelter Manager, King William County Administrator, or his agent shall compose a written report to the Boards of Supervisors of both Counties by no later than October 1 of each year which includes: the number of animals from each County that were housed at the Animal Shelter during the previous fiscal year, the un-audited expenses and revenues for the previous fiscal year, and a general description of the activities at the Animal Shelter during the previous fiscal year. The King William County Administrator shall provide the King and Queen County Administrator with a printed copy of the final King William County Comprehensive Annual Financial Report or the appropriate sections thereof, within 14 days of his receipt of the completed report.

17. Governing Laws, Jurisdiction, and Venue

This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the United States of America, the Commonwealth of Virginia, and the County of King William. The jurisdiction and venue for any court action shall be the appropriate court of King William County, Virginia.

18. Attorney's Fees and Costs

The attorney's fees and costs associated with any court proceeding necessitated by any controversy between the parties hereto shall be borne by the losing party.

19. Liability

The parties agree to share equally any and all liability associated with the construction and operation of the Animal Shelter, subject to appropriation. The County Attorneys of King William County and King and Queen County shall agree on the outside counsel selected to represent the Animal Shelter. Should it be necessary for King William County and King and Queen County to employ outside counsel in connection with the Animal Shelter, King William County and King and Queen County shall each be responsible for one-half of any attorney's fees and other costs incurred, including but not limited to, any judgment amount.

20. Default

In the event that either party believes the other to be in default of one or more of the terms of this Agreement, the County Administrators of King William County and King and Queen County shall meet in an attempt to resolve the dispute. If the Administrators are unable to resolve the controversy and it becomes necessary for the parties to employ counsel, the non-defaulting party shall be entitled to payment of attorney's fees and costs incident thereto if his or her position relative to such default or breach is substantially maintained by settlement or court order.

21. Notice

Notice to any party under this Agreement shall be addressed in writing and sent via certified mail to the County Administrator of the respective County at the addresses provided below. In the event that either or both County Administrator's addresses change, the moving party should notify the other party of the new address in writing and send said notice via certified mail.

King William County
County Administrator
Post Office Box 215
King William, Virginia 23086

King and Queen County
County Administrator
Post Office Box 177
King & Queen C.H., Virginia 23085

22. Amendment

This Agreement may be amended at any time by action of the Boards of Supervisors of King William County and King and Queen County.

23. Severability

If any provision or part of the Agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby, but shall continue in full force and effect, provided that it has not been breached or violated by either party.

24. Assignment

No party may assign any rights or interests under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth on the first page hereof.

KING AND QUEEN COUNTY

By: ______________________

Title: County Administrator

KING WILLIAM COUNTY

By: ______________________

Title: County Administrator

G:\My Documents\Regional Animal Shelter - KW and K&Q Counties Agreement.doc

AGENDA ITEM 10.a.

Administration Report - Percy C. Ashcraft, County Administrator

County Administrator’s Report

September 26, 2022 Meeting of the Board of Supervisors

Meetings & Special Dates

September

1. King William NAAACP Veteran’s Event – September 28, 9 a.m. – 3 p.m.; 694 Sharon Road
2. Middle Peninsula Planning Commission – September 28, 7 p.m.; Saluda
3. West Point Crab Carnival – September 30, 5-9:30 p.m.; Downtown West Point
4. Mangohick VFD Turkey Shoot – September 30, 6:30 p.m.; MVFD

October

1. West Point Crab Carnival – October 1, 10 a.m. – 6 p.m.
2. Board of Supervisors Work Session – October 3, 7 p.m.; Administration Building
3. King William Planning Commission – October 4, 7 p.m.; Administration Building
4. Recreation Commission Meeting – October 6, 7 p.m.; 360 Recreation Complex
5. Mangohick VFD Turkey Shoot – October 7, 6:30 p.m.; MVFD
6. Parks & Rec Movies in the Park – October 8, 7 p.m.; KW Rec Park
7. Columbus Day Holiday (County Offices Closed) – October 10
8. EDA-Planning Commission Joint Meeting – October 12, 7 p.m.; Administration Building
9. Archeological Dig Day – October 13, 10 a.m. – 4 p.m.; Historic Courthouse Complex
10. Mangohick VFD Turkey Shoot – October 14, 6:30 p.m.; MVFD
11. 360 Hardware Farm & Chicken Swap Event – October 15, 8 a.m. – 1 p.m.
12. King William School Board Meeting – October 18, 6 p.m.; Hamilton-Holmes
13. Food Trucks by the River – October 21, 5-8 p.m.; West Point
14. Mangohick VFD Turkey Shoot – October 14, 6:30 p.m.; MVF
15. Board of Supervisors Regular Meeting – October 24, 7 p.m.; Administration Building
16. Middle Peninsula Planning Commission – October 26, 7 p.m.; Saluda

Notes & Updates

1. Personnel
   a. Alex Cohn-White resigned as medic firefighter.
   b. Laura Stephens hired as full time School Resource Officer.
   c. Todd Perseghin hired as part-time IT Specialist.
   d. Amanda Tevis hired as Director of Social Services.
2. Dollar General on Route 30 is taking shape. Still have many items to get in order before a Certificate of Occupancy can be issued.

3. Middlesex Social Services continues to assist our Family Services Unit on a 90-day contract.
4. King William County is at a high level for COVID-19 exposure per the State Department of Health.
5. Next Generation 9-1-1 is expected to be launched in January by the Sheriff's Office.
6. King William County unemployment rate was 2.6 percent for August.
7. Fire & EMS has received a $10,000 grant for improvements to the Emergency Operations Center.
8. The EDA is seeking an individual or group to form a Citizens Board and operate the Farmers Market in the future. The EDA and County staff are willing to provide guidance but would no longer be involved in the planning, coordination, or running of the events.
9. A recommendation on keyless locks to the New Courthouse and Administration Building will be presented at the October 3rd BOS Work Session.
10. Construction plans for the new water tower are now 50 percent complete.
11. Breezeline and the owner of King William Place are looking to add internet to all apartments.

AGENDA ITEM 10.b.i.

Animal Activities Report

Regional Animal Shelter
Animal Activities Report
August 2022

Dogs Received	Stray		Seized		Bite Cases		Surrendered		Other		Total	
Month	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
KW Animal Control	10	64	0	0	0	3	9	19	0	0	19	86
K & Q Animal Control	5	49	0	1	0	1	0	16	0	0	5	67
King William Citizens	4	39	0	0	0	1	4	44	0	0	8	84
King & Queen Citizens	2	14	0	0	0	0	4	38	0	0	6	52
Other	0	0	0	0	0	0	0	0	0	0	0	0
Totals	21	166	0	1	0	5	17	117	0	0	38	289
Disposition (Dogs)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
	7	47	5	56	20	138	6	48	0	0	38	289
Cats Received	Stray		Seized		Bite Cases		Surrendered		Other		Total	
Month	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
KW Animal Control	2	34	0	0	0	0	0	40	0	0	2	74
K & Q Animal Control	4	12	0	0	0	0	1	15	0	0	5	27
King William Citizens	4	12	0	0	0	0	14	104	0	4	18	120
King & Queen Citizens	0	4	0	0	0	0	12	49	0	0	12	53
Other	0	0	0	0	0	0	0	0	0	11	0	11
Totals	10	62	0	0	0	0	27	208	0	15	37	285
Disposition (Cats)	Reclaimed		Adopted		Transferred		Euthanized		Other		Total	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
	0	9	12	50	22	183	3	43	0	0	37	285
Feral Cats	Month	YTD	Other Species Handled									
	2	29				Month	0	YTD	0			
Other Received Explanation	5 kittens born at RAS 4-22, 4 kittens born at RAS 5-22; 3 kittens transferred in from Indian Rivers Humane Society; 3 kittens transferred in from Homeward Trails 7-22;											
Other Disposition Explanation												
Animals On Hand	9/1/22											
Dogs	18	Cats	11	Other Species		0						

REGIONAL ANIMAL SHELTER

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

August 2022 Animals Euthanized Explanation

Cats Euthanized: 3

- 1 stray feral cat, bite case, by King & Queen Animal Control
- 1 stray sick cat, neurological, by King & Queen Animal Control euthanized by veterinarian
- 1 stray feral cat by King William Citizen

Dogs Euthanized: 6

- 1 stray approx. 15-year-old Beagle mix by King William Animal Control. 2 large tumors on chest wall, multiple tumors on legs
- 1 stray approx. 10-year-old Hound mix by King William Animal Control. Body score 1, heartworm positive
- 1 owner surrendered mixed Rottweiler by King William Citizen due to aggression. Held dog 11 days and he would not settle down
- 1 stray approx. 10-year-old Beagle by King & Queen Animal Control. Widespread hair loss, positive for sarcoptic mange, bi-lateral ear infections, heartworm positive
- 1 owner surrendered Hound by King William citizen due to attacking her children, heartworm positive
- 1 owner surrendered 17-year-old Hound by King & Queen citizen. Grapefruit size tumor hanging from rear leg

SPAY/NEUTER SAVES LIVES

REGIONAL ANIMAL SHELTER

2022 Dog Heartworm Testing Results

Month	Number of Dogs Tested	Tested Heartworm Pos.	YTD Dogs Tested	YTD HW Positive
January	31	7	31	7
February	18	3	49	10
March	15	3	64	13
April	15	5	74	18
May	23	10	87	28
June	33	12	120	40
July	18	6	138	46
August	19	8	157	54
September				
October				
November				
December				

AGENDA ITEM 10.b.ii.

Building Department Report

King William County Building Department Report - August 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022
TOTAL PERMITS ISSUED	56	67	65	115	94	126	140	125
BUILDING INSPECTIONS COMPLETED	287	463	425	483	456	474	486	825
NEW COMMERCIAL PERMITS	1	1	2	1	2	2	1	2
NEW DWELLINGS	11	15	9	6	18	22	12	11
CERTIFICATE OF OCCUPANCY	7	12	19	15	9	5	21	22
PLAN REVIEW	11	28	12	18	39	43	26	12

AGENDA ITEM 10.b.iii.

Community Connection Program

Community Connection Program

Serving: King William, Charles City, King & Queen, Middlesex, and New Kent Counties

41 Horse Landing Road
Post Office Box 218
King William, VA 23086
804/769-4918
FAX 804/769-0851
Email: ***communityconnection@kingwilliamcounty.us***

VJCCCA/Community Connection Program
FY22 Year End Report

FY2023/24 VJCCCA Plan Approval

- The FY23/24 Combined Plan of Services and Programs to serve juveniles before the Court or the Court Service Unit in King William, King & Queen, Charles City, Middlesex and New Kent Counties was submitted and approved by the Department of Juvenile Justice Board on June 29, 2022 with an implementation date of July 1, 2022.

- Services on the plan include Community Service, Law Related Education, Substance Abuse Education, Specialized Plan Services, Intensive Supervision, Electronic Monitoring and new to the plan Anger Control Education.

- The approved budget for the plan was $187, 991 which includes a state allocation that is disbursed on a quarterly basis of $40,014, Maintenance of Effort (MOE) from the localities of $39,867 and Additional Local Contributions of $108,110 (this includes fees charged to the localities for Intensive Supervision and Electronic Monitoring). ***King William's total approved portion of this budget is $18,850.***

FY2022 King William Combined Plan Closeout

- The VJCCCA FY2022 end of the year financial certification form was submitted, reviewed and the account was approved to be closed on August 26, 2022.

- In FY2022, we expended $180,633.66 providing services and programs to juveniles before the Courts or Court Service Unit in King William, King & Queen, Charles City, Middlesex and New Kent Counties. The breakdown of funds expended is as follows:

Required Maintenance of Effort:	$39,867.00
State Funds Expended:	$40,014.00
Additional Local Funds:	$100,752.66
Total Expenditure:	**$180,633.66**

- In FY2022, The Community Connection Program provided services/programs to a total of 134 juveniles in King William, King & Queen, Charles City, Middlesex and New Kent counties through seven (7) different services/programs.

AGENDA ITEM 10.b.iv.

Fire & EMS Department Report

Stacy Reaves, Fire Chief

King William Fire & Emergency Services
Department Report
September 26, 2022

- **CODERED**: Citizens interested in receiving emergency alerts from King William County can sign up for CodeRed using the links provided on the King William County Website.
- **CERT**: Citizens Emergency Response Team. Assistant Chief Jones will be the point of contact for interest in becoming a CERT member and organizing the training for the program. Please sign up on the county website if you are interested in learning about becoming a member.
- The probationary firefighter/EMTs will be completing their peer reviews and obtaining OMD clearance to provide emergency medical care without oversight by another provider over the next few weeks.
- KWFE with be supporting KWSO in the annual DEA Drug Take Back in front of Foodlion on October 29, 2022.
- KWFE plans to participate in the West Point Grand Illumination Parade on September 30, 2022, and KWPS Homecoming Parade October 7, 2022.
- The Emergency Operations Center development project planning and budgeting are moving forward with good progress.
- Department leadership continues working to develop procedures and tactical guidelines to define goals and expectations for emergency and non-emergency responses to ensure quality of service.
- Asst EM Bartol is continuing to build the COOP (Continuity of Operations Plan) and revising the EOP (Emergency Operations Plan). We are moving towards the next steps of developing the plans. We have also applied for a non-match grant to pay for a planner to help ensure the best plans are written.
- Chief Morey is the project manager for mandatory participation in the Medicare Ground Ambulance Data Collection program required by the Centers for Medicare and Medicare Services.
- All EMS Field Training Programs have been updated to reflect the new state required Red Dot training. The programs have been reviewed and approved by the department's Operational Medical Director, Dr. Lisa Dodd.
- We have been approved for a PPC study which replaced the ISO study. The changes in fire protection made over the past several years should improve the ratings in the areas with changes.
- The basic classes for the Water Rescue Program were completed July 15, 2022, and the remaining classes have been scheduled in October.

180 Horse Landing Road #4 ● King William, Virginia 23086
804-769-4960 ● fax: 804-769-4964
www.kingwilliamcounty.us

Stacy Reaves, Fire Chief

- The brush truck continues to struggle with mechanical issues including starting, running, chassis rust, pump operation, and pump engine run issues.

- The new fire engine is in production but is now delayed until December for completion.

- The regional AFG with KWFE and WPVFR for SCBA has been awarded. Both departments will replace all the old, incompliant, and mis-matched equipment with current compliant equipment matching all the brands in the county with the SCBA recently purchased by MVFD and all but one of the surrounding counties greatly improving interoperability and safety for our firefighters.

August 2022 Calls based on reports in reporting software: (note if the report is not completed it will not show in the count)

	MVFD	KWFE	WPVFR	Totals
Fire	1	19	25	45
EMS	8	111	56	175
Totals	9	130	81	220

Immediate life	32
MVA	15
MVA Extrication	0
MVA Pedestrian	0
Structure Fire	2
Wildland Fire	1
Car Fire	0
Civilian Injury	0
Cardiac Arrest	0
ROSC	0

AGENDA ITEM 10.b.v.

Sheriff's Department Activity Report

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

King William Sheriff's Office Activity

August 1, 2022 – August 31, 2022

Calls for Service	887
Incident Reports	102
Traffic Summons	35
Warrants Served	44
Civil Papers Served	411

UCR Code	Count
11C-Sexual Assault with an Object	1
13A-Aggravated Assault	1
16.1-253.2-PROTECTIVE ORDER: 2ND VIOL W/IN 5 YRS	1
16.1-253.2-PROTECTIVE ORDER: VIOLATION	1
18.2-137-MONUMENT: INTENTIONAL DAMAGE, VALUE <$1000	1
18.2-186.3-ID THEFT: OBTAIN <5 IDS TO DEFRAUD <=$1000	1
18.2-186.3-IDENTITY THEFT: FRAUD. USE OF ID, LOSS >$1000	1
18.2-250-DRUGS: POSSESS SCH I OR II	1
18.2-266-DWI: 1ST OFF, BAC .15-.20%	1
18.2-266-DWI: 1ST OFFENSE	2
18.2-371-CONTRIBUTE TO DELINQUENCY OF MINOR	1
18.2-57.2-ASSAULT & BATTERY - FAMILY MEMBER	11
18.2-96-PETIT LARCENY: <$1000 NOT FROM A PERSON	1
23G-Theft of Motor Vehicle Parts or Accessories	2
240-Motor Vehicle Theft	1
26A-False Pretenses/Swindle/Confidence Game	4
26E-Wire Fraud	1
26F-IDENTITY THEFT	3
290-Destruction/Damage/Vandalism of Property	6
90J-Trespass of Real Property	1
90Z-All Other Offenses	2
ANIMBD-ANIMAL BITE - DOG / CANINE	1
ANIMBF-ANIMAL BITE - CAT / FELINE	1
CHILD-CHILD ABUSE/NEGLECT/ENDANGERMENT COMPLAINT	1
CIVILD-CIVIL DISTUBANCE/VERBAL DISPUTE	4
CIVILI-CIVIL ISSUE	1
DOA-DEAD ON ARRIVAL/DECEASED PERSON	5
FOUND-FOUND PROPERTY	1
JUVI-JUVENILE ISSUE	1
MENTAL-MENTAL SUBJECT	3
MVAHR-MOTOR VEHICLE ACCIDENT HIT AND RUN	1
SUICT-SUICIDE THREATENED	3
WARR-WARRANT SERVICE	12
** TOTAL **	102

AGENDA ITEM 10.b.vi.

Utilities Department Report

KING WILLIAM UTILITY DEPARTMENT		
MONTHLY ACTIVITY REPORT - AUGUST 2022		
PROJECTS		
ITEM	**STATUS**	**NOTES**
Industrial Park Water System	Ongoing	Submittals have been turned into DEQ
Kennington Office Warehouse	Started 1/25/2021	Waiting for BAC-T samples
Central Crossings Sec 2B	100% Completed	Water line tied in.
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	Review Approved	Fourth Submittal - Approved for Construction
Highview Section 1	Under Review	First Submittal
McCauley Townhomes	Under Review	First Submittal
Manfield Water Tower	Approval from Board	Plans are at 50%.

INFRASTRUCTURE GROWTH		
	MONTHLY	**FYTD**
Water Connections	5	12
Sewer Connections	5	12
Water Meter Sales	6	9

SERVICE AND REPAIRS		
	MONTHLY	**FYTD**
Miss Utility tickets	88	174
Repair items addressed	2	0
Flow Tests	0	0
Customer Transfers (Manual meter reads)	21	42
Replace defective meters	0	19
Manual Meter reads after Electronic Billing Reads	0	11
Bac't Samples per month	12	20
Number of inspection per working project	16	31
DEQ readings using Levelogger	2	4
Daily Water Usage Readings (3 wells)	23	44
Weekly Well Inspections (4 wells)	21	40
Total Water Utility Customers Accounts	703	

AGENDA ITEM 10.b.vii.

VDOT Transportation Briefing

Fredericksburg

King William County Board of Supervisors
September 2022 VDOT Transportation Briefing

Construction Projects Completed

Cape Seal Routes 2022

Route 1007 – From Route 1108 (C Street) to Route 30 (King William Avenue) 0.13 miles
Route 1008 – From End State Maintenance to Route 30 (King William Avenue) 0.2 miles
Route 1012 – From Route 1108 (C Street) to Route 30 (King William Avenue) 0.13 miles
Route 1022 – From Route 1108 (C Street) to Route 30 (King William Avenue) 0.12 miles
Route 1023 – From Route 1108 (C Street) to Route 30 (King William Avenue) 0.13 miles
Route 1024 – From Route 1108 (C Street) to Route 30 (King William Avenue) 0.12 miles
Route 1108 – From Route 1207 (14th Street) to Route 30 (King William Avenue) 0.24 mi
Route 1108 – From Route 1108 (C Street) to Route 1007 (Lynndale Street) 0.31 miles
Route 1118 – From Kent Street to Route 1108 (Kirby Street) 0.08 miles
Route 1118 – From Route 1108 (Kirby Street) to Route 30 (King William Avenue) 0.07 mi
Route 1122 – From Int. Kent Street/ESM to Int. Route 30 (Main Street) 0.16 miles
Route 1207 – From Int. Route 30/33 (Main/14th Street) to Int. Kent Street/ESM 0.17 miles

Construction Projects Underway

UPC 106179 – Route 600 Turn lane addition at Route 360, underway
UPC 117198 – Route 33/30 Crosswalk Repair, underway

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 641 Sandy Point Road – UPC 114819 – March 2023
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

None

Bridge Projects next 24 Months

UPC 118975 – Route 629 over Jacks Creek – Spring 2023

Traffic Engineering Requests

Under Review: Route 649 Brandywine Road traffic count

Supervisor Requests

None

Meetings of Significance

Attended Board work session September 12

Maintenance Operation Highlights

Completed Projects

- Route 1003 Asphalt Repair
- Routes 30, 618 and 701 Tree Limbing
- Storm Debris Clean-up
- Sign Repair countywide
- Unpaved road maintenance countywide
- Patch potholes countywide

Upcoming Projects

- Contractor Primary mowing underway
- Contractor Secondary mowing underway
- Routes 30 and 360 Shoulder Repair
- Route 618 Brush Cutting
- Route 640 Ditching
- 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: 7
- Number of permits completed: 6

Contact for questions or concerns:

Lee McKnight
Residency Administrator
(804) 286-3115
lee.mcknight@vdot.virginia.gov

Ron Peaks
Assistant Residency Administrator
(804) 286-3118
ronald.peaks@vdot.virginia.gov

VIRGINIA IS FOR LOVERS,
NOT LITTER

AGENDA ITEM 12.a.

Motion to Convene Closed Meeting in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia to consider appointment of individuals to Boards and Commissions and to consider a personnel matter involving the assignment of a specific public officer/appointee/employee; and in accordance with Section 2.2-3711 (A)(3) of the Code of Virginia regarding the acquisition of real property for a public purpose.

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 Section2.2-3711 (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 (<u>identify matter in general terms at a minimum</u>) requiring the provision of legal advice by counsel.

☐ **HAZARDOUS WASTE SITING** – In accordance with Section2.2-3711 (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.

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 ________________, 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 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]

AGENDA ITEM 13.a.

Resolution 22-81 - Appointment to the Board of Zoning Appeals

RESOLUTION 22-81
APPOINTMENT TO THE BOARD OF ZONING APPEALS

WHEREAS W. Brian Hodges was appointed to the Board of Zoning Appeals (BZA) for a five-year term ending June 30, 2027; and

WHEREAS Mr. Hodges resigned his position on the Board of Zoning Appeals effective September 2, 2022; and

WHEREAS there are currently two applicants who have expressed interest in serving on the BZA – Keith Fogg, and Jeanette Wagner; and

WHEREAS the Board of Zoning Appeals has provided the Board of Supervisors with their recommendation; and

WHEREAS the Board of Supervisors now desires to make an appointment to this open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of King William County, Virginia that ___________________________ be appointed to the Board of Zoning Appeals for an unexpired term ending June 30, 2027.

DONE this 26th day of September, 2022.