



County of King William, Virginia

**BOARD OF SUPERVISORS
WORK SESSION MEETING OF DECEMBER 12, 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. Review and Adoption of Meeting Agenda**
- 4. Presentations**
 - a. Recreation Study Update - Hill Group
 - b. Debt and Borrowing Capacity Discussion - James E. Sanderson, Jr., Senior Vice President - Davenport & Company LLC
- 5. Work Session Matters**
 - a. Treasurer's Staffing Request - Abbi Carlton, Interim Treasurer
 - b. Volunteer Fire Dept. Retention & Recruitment - Nita McInteer, Human Resources Manager
 - c. First Quarter Financial Report FY23 - Natasha Brown, Director of Financial Services
 - d. Town of West Point Dispatch Agreement - Natasha Brown, Director of Financial Services
 - e. West Point Library Discussion - John B. Edwards, Jr., Town Manager
 - f. Transfer Station Update - Steve Hudgins, Deputy County Administrator
 - g. Removing the Designation or Appointment of the County Administrator as Clerk for the Board and Creating, Designating, and Appointing the Position of Clerk of the Board of Supervisors - Percy C. Ashcraft, County Administrator
 - h. **Resolution 22-97** - Adopt Revisions to Rappahannock Regional Criminal Justice Training Academy Charter - Jeff Walton, Sheriff
 - i. Civic Clerk Board Portal Demonstration - Christine H. Branch, Deputy Clerk
- 6. Board of Supervisors' Requests**
- 7. Adjourn or Recess**

NOTES REGARDING AGENDA:

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

There is no Public Comment Period during Work Sessions.

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 4.a.

Recreation Study Update - Hill Group

AGENDA ITEM 4.b.

Debt and Borrowing Capacity Discussion - James E. Sanderson, Jr., Senior Vice
President - Davenport & Company LLC

AGENDA ITEM 5.a.

Treasurer's Staffing Request - Abbi Carlton, Interim Treasurer

AGENDA ITEM 5.b.

Volunteer Fire Dept. Retention & Recruitment - Nita McInteer, Human Resources
Manager



Nita F. McInteer
Human Resources Manager

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: December 12, 2022
TO: Edwin Moren, Chairman, Board of Supervisors
FROM: Nita F. McInteer, Human Resources Manager
SUBJECT: Volunteer Fire Department Retention and Recruitment

SUMMARY

The volunteer departments have collectively developed a recruitment and retention request. This incentive plan would fund each volunteer department for an “allowance” of up to \$5,000.00 annually to reward volunteers based on the incentive matrix below.

Volunteer Incentives

MONTHLY VALUE	\$25	\$50
Responded to a percentage of calls	20	>40
Administrative Hours	5	>10
Hours of training for active volunteers	16	>40
Number of 12-hour shifts on duty	4	>4

This incentive amount paid to each volunteer would be based on the below parameters:

- The volunteers would need to be active per the department’s definition of active as established prior to enactment of the program to qualify for the training incentive.
- Volunteers eligible for the on-duty shift incentive and/or responding to calls will be certified by NFPA and VA Department of Fire Programs standards for fire response and VA Office of EMS certified as required by compliance regulations.
- If a volunteer responds to the percentage of calls, or is on duty for the number of shifts, they are already considered active.
- Payments should be made to the department upon submission of documentation and requested amount of funds to the County liaison.
- Payments will be made to departments quarterly for disbursement to volunteers at their determined intervals.

AGENDA ITEM 5.c.

First Quarter Financial Report FY23 - Natasha Brown, Director of Financial Services

AGENDA ITEM 5.d.

Town of West Point Dispatch Agreement - Natasha Brown, Director of Financial Services

DRAFT

CONTRACT FOR CONSOLIDATED DISPATCH SERVICES

This Contract is entered into this **1st day of July, 2023**, by and between the Board of Supervisors of King William County, Virginia; the Sheriff of King William County; and the Town Council of the Town of West Point for services identified herein, on the following terms and conditions.

I. Definitions:

“County” shall mean the Board of Supervisors of King William County, Virginia.

“Dispatch Services” shall mean the communication of requests for:

- i) volunteer fire and emergency medical services, town police services, sheriff’s services, and related service requests, to include notification of and maintaining communications with dispatched units via electronic means; and
- ii) after hours utilities-related emergency calls for King William County and the Town of West Point.

“Sheriff” shall mean the Sheriff of King William County, Virginia.

“Town” shall mean the Town of West Point, Virginia.

II. Authority and Purpose:

This Contract is authorized by Virginia Code § 15.2-1300. Its purpose is to provide more efficient and cost effective dispatch services by combining operations to the extent feasible.

III. Contract Period; Termination:

This contract shall begin on **July 1, 2023** and shall continue from year to year. The Contract may be terminated on July 1st of any year by any party to this Contract provided that notice of intent to terminate is provided to all other parties no later than January 1st of that same year. Upon termination, the County will be responsible for providing Dispatch Services to the West Point Fire and Rescue, as it would other fire and rescue departments located within King William County, the Town will be responsible for providing Dispatch Services for its Police and Public Utilities Departments, and each party will be responsible for its separate maintenance or disposition of its own property related to such services. No jointly owned property is anticipated by this Contract.

IV. Contract Terms:

- A. The Sheriff and the County hereby agree to provide the following:

1. Dispatch Service for the Town for West Point Volunteer Fire and Rescue, West Point Police, and after-hours emergency calls for County and Town Public Utilities.
2. Dispatch Services shall be provided twenty-four hours a day, three hundred and sixty-five days per year.
3. Dispatch Services shall be provided uniformly for the benefit of the residents of the Town and the County. The level of service shall, at a minimum, always be consistent with that currently provided by the County and the Sheriff. Dispatch Services shall be provided to citizens of the Town and the County in an equal manner.
4. Emergency Notification System access for Town use. The current County Emergency Notification System is Code Red (Internet-based) and the Town may use the Emergency Notification System for emergency, or general, communication purposes.
5. Importing periodic updates of Town E-911 database information to County's Emergency Communication system following initial conversion and importing of Town's database. The County shall be responsible for converting all digital files provided by the Town to the County, to a format that is compatible with the County's Emergency Communications System.

B. The Town hereby agrees to provide the following:

1. The **initial annual** sum of **\$43,400** annually to the County ~~while this Contract shall be in effect,~~ for the cost of operating expenses related to the provision of dispatch **and radio** services to the Town of West Point. ~~However, pursuant to HB 455/SB 495, any Public Safety Answering Point Grant funds received by the County that would have been payable by the state to the Town, shall be credited toward the \$40,000 annual sum to be paid by the Town to the County, up to a maximum of \$20,000. Up to one-half of the \$40,000 to be paid by the Town may come from state funds provided through the Public Safety Answering Point Grant. The balance of any Public Safety Answering Point Grant funds received by the Town in excess of \$20,000 shall be forwarded by the Town to the County or otherwise be made payable to the County and shall be considered County funds in addition to the \$40,000 annual payment from the Town to the County.~~

In addition, this amount shall be adjusted annually beginning on July 1, 2024. The Consumer Price Index for All Urban Consumers (CPI-U); U.S. City Average; All items, not seasonably adjusted; 1982-1984=100 reference base shall be the index used. The adjustment shall be based on the annual index reported for the most recent past month of December published in mid-January of the year in which the adjustment is made. Adjustments may be either increases or decreases to reflect upward or downward changes in the index.

~~2. The cost of switching the phone lines over for the 911 system and for the cost of a temporary telephone line(s) to the King William Sheriff's Office until such time as the new radio system is in place.~~

3. An E-911 database of Town in a digital format, suitable for import to the County's Geographic Information System(s) and Emergency Communications System(s).

4. Periodic address assignments and related database information for structures and other areas of the Town with assigned addresses. Such information shall be provided in a digital format suitable for import to the County's Geographic Information system(s).

C. Method/Terms of Financing and Budget:

Payments called for under Section IV of this Contract shall be paid **annually by September 30th** ~~monthly on the first of each month at the rate of one twelfth of the annual amount due~~ or in any other manner acceptable to both parties and agreed to in writing. The County and Town shall maintain separate budgets for their share of the costs of dispatch services.

D. Radios:

1. County/Sheriff communications policies and procedures will be followed for Dispatch Services.

2. The Town shall ensure that its subscriber radios are compatible with the County's radio system.

3. The County shall notify the Town as soon as practical of any significant changes in the system due to regulation changes, system enhancements, or interoperability capabilities.

E. Mobile Data Computers:

1. Each jurisdiction is responsible for the purchase and maintenance of the mobile data computers for their apparatus.

2. All equipment purchased must be compatible with the County's system(s).

3. The County is responsible for network availability and maintenance.

F. Administration:

1. All dispatch services shall be operated by the Sheriff unless future responsibilities are rearranged between the County and the Sheriff.

2. The Sheriff agrees to establish a working group composed of representatives of the participating jurisdictions and others being served and convene a meeting within 45 days of the start of this Contract and thereafter quarterly, if needed, to discuss the implementation and operational maintenance of policies, procedures, and protocols. Where a policy, procedure, or protocol is unclear to the working group, the group shall convey its concerns to the Sheriff.
3. The Town Police Department shall follow all VCIN/NCIC rules, regulations, and procedures, as interpreted and determined by the Sheriff.
4. The County and the Town will maintain similar content on their respective website(s) regarding the operation of Dispatch Services, emergency notification services, and other services related to this Contract.
5. The County and the Town shall maintain separate Geographic Information Systems, but may share data, equipment and services as mutually agreed upon for the purposes of this Contract, and for related purposes as deemed appropriate by the parties.
6. The Town and the County maintain separate insurance policies appropriate for their respective assets and operating practices and shall maintain such insurance policies in the same types and amounts equal to or exceeding current levels. The County and the Town may cooperate in obtaining insurance to cover such assets and operating practices as may be deemed beneficial to the parties, and as permitted by the Code of Virginia.

G. Modifications or Changes to the Contract:

All modifications and changes to this Contract shall be in writing and agreed to by both parties. Any increases in charges, or additional costs that may arise must be agreed to in writing by all parties, and no such increase shall take effect sooner than one hundred and twenty days **after** ~~prior to~~ the written agreement setting forth the amount of the increase.

H. Miscellaneous:

Should any part of this contract be deemed invalid or unenforceable, the remaining provisions of the contract shall continue in full force and effect.

BOARD OF SUPERVISORS OF
KING WILLIAM COUNTY, VIRGINIA

TOWN COUNCIL OF
TOWN OF WEST POINT, VIRGINIA

County Administrator

Town Manager

SHERIFF OF KING WILLIAM COUNTY

Sheriff

APPROVED AS TO FORM:

APPROVED AS TO FORM:

County Attorney

Town Attorney

DRAFT



County of King William, Virginia

TOWN OF WEST POINT AND KING WILLIAM COUNTY AGREEMENT

6/1/19 - 6/30/28

AGREEMENT RECOGNIZED THAT THE TOWN PROVIDES A NUMBER OF LOCAL GOVERNMENT SERVICES THAT TO SOME DEGREE MAY REDUCE OR ELIMINATE THE NEED FOR THE COUNTY TO PROVIDE SUCH SERVICES TO CITIZENS RESIDING WITHIN THE TOWN AS WELL AS TO SOME COUNTY RESIDENTS WHO DO NOT RESIDE IN THE TOWN. SUCH SERVICES INCLUDE, BUT ARE NOT LIMITED TO, LAW ENFORCEMENT, BUILDING REGULATION, PLANNING, ZONING REGULATION, ENVIRONMENTAL SERVICES, AND RECREATION

THE AGREED AMOUNT SHALL BE ADJUSTED ANNUALLY BEGINNING 7/1/2019. THE CONSUMER PRICE INDEX FOR ALL URBAN CONSUMERS (CPI-U); U.S. CITY AVERAGE; ALL ITEMS;; NOT SEASONABLY ADJUSTED; 1982-1984=100 REFERENCE BASE SHALL BE THE INDEX USED

	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	F21	F22	F23
DUE								\$ 155,310.00	\$ 158,105.58	\$ 159,686.64	\$ 168,309.71	\$ 182,616.04
CPI-U									1.80%	1%	5.40%	8.50%
JULY INCREASE									2,795.58	1,581.06	8,623.08	14,306.33
15-Dec								\$ 77,655.00	\$ 79,052.79	\$ 79,843.32	\$ 84,154.86	\$ 91,308.02
15-Jun								\$ 77,655.00	\$ 79,052.79	\$ 79,843.32	\$ 84,154.86	\$ 91,308.02
								<u>\$ 155,310.00</u>	<u>\$ 158,105.58</u>	<u>\$ 159,686.64</u>	<u>\$ 168,309.71</u>	<u>\$ 182,616.04</u>

DISPATCH AGREEMENT

CPI-U	JULY INCREASE	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	F21	F22	F23
			1.4%	2%	2%	0.2%	0.8%	1.7%	2.9%	1.80%	1%	5.40%	8.50%
			560	811.20	827.42	84.40	338.26	724.56	1,257.03	802.85	454.06	2,476.43	4,108.58
		40,000.00	40,560.00	41,371.20	42,198.62	42,283.02	42,621.29	43,345.85	44,602.88	45,405.73	45,859.79	48,336.21	52,444.79
													3,400.00
													43,400.00

Increase Based on Original Agreement Fee

AGENDA ITEM 5.e.

West Point Library Discussion - John B. Edwards, Jr., Town Manager

AGENDA ITEM 5.f.

Transfer Station Update - Steve Hudgins, Deputy County Administrator



King William County
Est. 1702

Board of Supervisors

Deputy County Administrator

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

DATE: December 12, 2022
TO: King William County Board of Supervisors
FROM: Steve Hudgins, Deputy County Administrator
SUBJECT: Virginia Peninsulas Public Service Authority (VPPSA) High School Transfer Site Expansion Update

REQUEST FOR ACTION

For informational purposes only.

SUMMARY

Initial site plan/construction drawings for the expansion of the High School transfer site were submitted to King William County by the engineers at Centennial Contractors on October 27, 2022. At the same time, the plans were submitted to the site contractors to price and revise the original rough order of magnitude (ROM) estimate for construction.

Plans have been reviewed with no major design issues; however, cost estimates have gone up.

The original construction estimate was \$370k-\$395k, the revised cost per design plans is now at \$540k-\$575k. The increase is being driven in a large part to an increased amount of fill material needed compared to the original estimate. The designers are exploring any potential value engineering changes, and staff is exploring sourcing the fill locally.

BACKGROUND

At its August 22, 2022 work session, the King William County Board of Supervisors approved a job order contract with Gordian for the design of an expansion of the VPPSA transfer site adjacent to King William High School. The construction portion of the project was also presented, but approval was not requested at that time.

ATTACHMENTS

High School Transfer Site Expansion Drawing

AGENDA ITEM 5.g.

Removing the Designation or Appointment of the County Administrator as Clerk for the Board and Creating, Designating, and Appointing the Position of Clerk of the Board of Supervisors - Percy C. Ashcraft, County Administrator

*Proposed for Adoption by King William County Board of Supervisors
December 19, 2022 Regular Meeting*

24 **BE IT FURTHER RESOLVED** that, in accordance with the King William County Personnel
25 Policy, the Board delegates and assigns the administration of all personnel matters for the
26 position of Clerk of the Board of Supervisors to the County Administrator.

27 **BE IT FURTHER RESOLVED** that the Board hereby removes and rescinds any prior
28 designation or appointment of the County Administrator as clerk for the Board.

29 **BE IT FURTHER RESOLVED** that the Board designates the created position of Clerk of the
30 Board of Supervisors as the clerk for the Board and hereby makes a standing appointment
31 of the qualified person hired for such position by the County Administrator as the clerk for
32 the Board.

33 **BE IT FURTHER RESOLVED** that in the event the position of Clerk of the Board of
34 Supervisors is unfilled, or the person filling the position is temporarily unable to perform
35 their duties, the Board may appoint a qualified person as interim clerk for the Board.

36 **BE IT FINALLY RESOLVED** this Resolution shall take effect immediately.

37 **DONE** this the 19th day of December, 2022.

AGENDA ITEM 5.h.

Resolution 22-97 - Adopt Revisions to Rappahannock Regional Criminal Justice Training Academy Charter - Jeff Walton, Sheriff

RESOLUTION 22-97

**AMENDMENT TO THE CHARTER AGREEMENT OF THE RAPPAHANNOCK
REGIONAL CRIMINAL JUSTICE TRAINING ACADEMY**

WHEREAS King William County is a Charter member of the Rappahannock Regional Criminal Justice Training Academy; and

WHEREAS the original Academy Charter and By-laws designate only the Charter members as having a financial interest in the academy and the authority to approve and/or adjust the academy budget and requires that three-fourths of the members of the Executive Board be Charter members; and

WHEREAS the Executive Board convened a Charter Committee to examine the current Academy Charter and By-laws and to propose changes allowing for full equity of all its members; and

WHEREAS the Charter Committee found no evidence that Charter members have ever assumed a higher burden of dues payment or separately funded any capital project or debt service and all members have consistently paid the same level of dues payments across the history of the academy; and

WHEREAS the Charter Committee made and approved several revisions to the Charter and By-laws on August 24, 2022; and

WHEREAS, in accordance with the Code of Virginia 15.2-1747 - Creation of Academies, the Charter must be approved by each member locality's governing body in the form of a Resolution or Ordinance;

NOW, THEREFORE, BE IT RESOLVED that the King William County Board of Supervisors does hereby approve that the Charter Agreement for the Rappahannock Regional Criminal Justice Training Academy shall be amended, revised, and updated by the adoption of the changes reflected in the document entitled, "CHARTER AGREEMENT FOR THE RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE TRAINING ACADEMY, (AS AMENDED 2022)" attached hereto and incorporated herein which shall become effective on January 1, 2023.

DONE this 12th day of December, 2022.

CHARTER AGREEMENT
FOR THE
RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE TRAINING ACADEMY
(EFF. 01/01/2023, AMENDED 08/24/2022)

Section 1. Creation

On July 13, 1978 the participating Counties, Cities and Towns created the Rappahannock Regional Criminal Justice Training Academy (hereinafter called the "Academy") which shall exist under and be subject to the terms and conditions of this charter, which shall be deemed to constitute the agreement required by Section 15.2-1747 Code of Virginia, 1950, as amended, for the joint exercise of powers of participating political subdivisions.

Section 2. Principal Office

The principal office of the Academy is located in Spotsylvania County, Virginia. The principal office may be changed at such times and under such conditions as the Board may determine.

Section 3. Purpose

The purpose of the Academy is to furnish the highest achievable level of professional law enforcement and criminal justice-related training to the participating jurisdictions through the development and operation of initial recruit training, continuing in-service training and advanced training programs.

Section 4. Duration

- A. The Academy and this charter shall exist in perpetuity, subject, however, to the dissolution at any time, by unanimous agreement of the governing bodies of the academy.
- B. An individual agency may withdraw from the under the following statutory guidelines:
 - **Withdrawal:** Pursuant to Virginia Code 15.2-1747, an agency seeking to withdraw membership from RRCJA must signify its desire by resolution or ordinance issued from the agency's governing body and submitted to the Board of Directors. Withdrawals are only considered in October, once every five (5) years, commencing in October, 2001, and will not be considered at any other time, unless agreed to unanimously. Approval for the withdrawal requires a favorable vote of two-thirds of the Board of Directors of the academy. Withdrawals agreed to by the Board will be effective on June 30 of the following year, unless stipulated as otherwise by the Board. In addition to fulfilling any financial obligations for the current fiscal year, agencies granted withdrawal will be required to satisfy any outstanding debt service as outlined in the current fiscal budget, unless otherwise stipulated by the Board.

Section 5. Board of Directors

There is hereby created the Academy Board of Directors (hereinafter called the "Board") which shall be comprised of the Chief of Police, Sheriff, Superintendent or Director from each of the member agencies.

- A. **Organization** - - The Board shall conduct an annual meeting on a date selected by the Chairperson. Board officers and Executive Committee members shall be elected at this annual meeting in accordance with the Academy by-laws. Members shall serve a two-year term and may be re-elected at the expiration of the term. The secretary need not be a member of the Board. The Board shall fix such other meeting times as it deems necessary. Written minutes shall be recorded for all board and committee meetings.

B. Powers of the Board - - The Board shall have the following powers and duties:

1. To develop and approve the Academy curriculum in cooperation with and subject to review by the Virginia Department of Criminal Justice Services, and the academy policy.
2. To oversee and be responsible for the operation of the Academy, giving due consideration to the needs of the participating jurisdictions for recruit and in-service training and to the maximum benefits of instruction available, in fixing length and frequency of training, and in accordance with demand fixing the operational and staffing levels of the Academy, with which it shall have the power to expend funds appropriated to it.
3. To appoint a Director of the Academy, fix compensation and prescribe powers and responsibilities.
4. To contract with participating jurisdictions for necessary administrative and maintenance services.
5. To provide for the admission of trainees not employed by a participating jurisdiction and to fix necessary fees.
6. To create such standing committees as are deemed necessary to assist in developing plans for regional training programs and projects for criminal justice agencies and for proper administration and operation of the Academy.

Section 6. Financing and Budget

The Board shall designate the Chief Financial Officer of one of the participating jurisdictions to act as its fiscal agent. The Board shall provide for the manner in which and by whom disbursements may be authorized provided that it shall ensure that the disbursement authorization system of the fiscal agent is employed.

A. Capital Assets and Expenditures

1. Real Estate - - The Board may own or lease necessary real property, or may contract for its location needs. In the event an Academy location is furnished by a participating jurisdiction; the Board shall determine the method by which payment and/or credit for the furnishing of the physical facilities shall be given.
2. Equipment - - The Board shall, from time to time as it deems necessary, approve a schedule of equipment requirements, provided, however, that one or more participants may purchase the interests of one or more of the other participants in the property.
3. Debt Service – The Board, by super-majority vote (2/3), may enter into debt service to secure real property or equipment necessary to meet the needs and requirements of the academy. Each agency shall be responsible for its share of the debt service as outlined in the initial debt approval and subsequent budget reviews.

B. Operating Expenses

1. The Executive Committee shall be responsible for preparation of an annual operating budget, and shall submit its approved proposal to the Board not later than December 15th preceding the next fiscal year. Upon the receipt of the proposed budget, the Board may make adjustments as approved by a majority of the Board members.

2. The operating budget and debt service appropriations shall be determined by the number of sworn personnel and that cost shall be established by the Board. Payments of the operational and debt appropriation to the academy shall be made at such intervals as the Board may provide.

Section 7. Termination

Termination of this cooperative endeavor shall occur only as provided for in Section 3. In the event this charter is terminated, payment and/or credit for the furnishing and use of real property owned by a member shall be adjusted ratable to the date of termination. All property shall be scheduled and valued by or at the direction of the Board and distributed in kind to the members as nearly as is feasible in the same proportion as each member contributed to acquiring it; provided, however, that one or more members may purchase the interests of one or more of the other members in the property.

Section 8. Amendments

The Executive Committee may recommend minor amendments to this Charter to keep the academy in compliance with any state or federal law or regulation change. Such amendments shall become effective upon approval by two-thirds of the Board Members.

The board may recommend amendments to this Charter. Such amendments shall become effective upon approval by two-thirds of the Board Members, and by Resolution duly adopted by their respective governing bodies.

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FORM OF RESOLUTION FOR ADOPTING 2022 CHARTER AMENDMENTS

Amendment to the Charter Agreement of the Rappahannock Regional Criminal Justice Training Academy:

RESOLVED that the Charter Agreement for the Rappahannock Regional Criminal Justice Training Academy shall be amended, revised and updated by the adoption of the changes reflected in the document entitled, "CHARTER AGREEMENT FOR THE RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE TRAINING ACADEMY, (AS AMENDED 2022)" attached hereto and incorporated herein.

The foregoing Resolution was duly adopted by the governing body of the County/City/Town of _____, on the _____ day of _____, 2022.

County/City/Town Executive

Governing Body Chairperson

DRAFT

AGENDA ITEM 5.i.

Civic Clerk Board Portal Demonstration - Christine H. Branch, Deputy Clerk