

**Sussex County Board of Supervisors Virtual Meeting
Thursday, March 18, 2021 – 6 pm**

LIVE STREAM DUE TO THE COVID-19 PANDEMIC

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1. Commencement

- 1.01 Call to Order/Determine Quorum
- 1.02 The Invocation
- 1.03 The Pledge of Allegiance
- 1.04 Agenda Amendment(s)
- 1.05 Approval of Regular Agenda

2. Approval of Consent Agenda

- 2.01 Approval of Minutes: February 25, 2021 regular (rescheduled) and Postponed Special Meeting (BWS) Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer’s Report – *for information only*
- 2.04 Financial Update – *for information only*
- 2.05 Animal Services – *for information only*
- 2.06 Housing Department Report – *for information only*
- 2.07 Public Works Department Report – *for information only*
- 2.08 Sheriff’s Department Report – *for information only*
- 2.09 Release of Liability and Utility Easement for Landfill Expansion
- 2.10 Planning Department Report – *none provided*
- 2.11 Public Safety Department Report – *none provided*

3. Recognitions/Awards/Presentation

- 3.01 INTRODUCTION: Blackwater Regional Library Director – Ben Neal
- 3.02 VDOT Update and Secondary Six Year Plan Resolution – Jerry Kee, VDOT
- 3.03 Solid Waste Management Recommendation – Scott Bost, Smith Gardner, Inc.
- 3.04 Comprehensive Financial Review – Roland Kooch, Davenport & Company

4. Public Hearing – none

5. Appointments

- 5.01 Nominations to Board of Zoning Appeals
- 5.02 Appointments to Virginia’s Gateway Region Board of Directors

(next page)→

6. Action Items

- 6.01 Master Lease Agreement –Roland Kooch, Davenport Company
- 6.02 Credit Card Fee Ordinance
- 6.03 Stony Creek Wastewater Treatment Plant Grant Resolution

7. Citizens' Comments

8. Unfinished Business – none

9. New Business – none

10. Board Members Comments

- 10.01 Blackwater District
- 10.02 Courthouse District
- 10.03 Henry District
- 10.04 Stony Creek District
- 10.05 Wakefield District
- 10.06 Waverly District

11. Closed Session

- 11.01 Convene to Closed Session
 - a. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to applicable Va. Code Section 2.2-3711(A)7
- 11.02 Reconvene to Open Session
- 11.03 Certification
- 11.04 Action Resulting from Closed Session (if any)

12. Recess/Adjournment

- 12.01 Recess/Adjournment
- 12.02 Next Regular Meeting, April 15, 2021 @ 6 p.m.

**At a Regular Virtual Meeting of the
Sussex County Board of Supervisors
Thursday, February 18, 2021 at 6 pm**

BOARD MEMBERS PRESENT

Marian D. Johnson
Debbie P. Jones
Wayne O. Jones
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

BOARD MEMBERS ABSENT

C. Eric Fly, Sr.

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
Kelly W. Moore, Director of Finance
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum

The February 18, 2021 regular meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.01a Approval of Board Members Participating by Board's Remote Participation Policy

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves of remote/virtual participation of the Board of Supervisors.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

1.02 The Invocation

The Invocation was offered by Supervisor W. Jones.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

There were no agenda amendments.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the January 21, 2021 regular agenda inclusive of adding under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the February 18, 2021 Consent agenda inclusive of the following: (a) Minutes of January 21, 2021 Regular and January 28, 2021 Special (Budget Work Session) meetings; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Planning Department Report; (f); (g) Housing Report; (h) Public Works Department Report; (i) Sheriff's Department Report; and (j) Public Safety Department Report.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

3. Recognitions/Awards/Presentation

3.01 RECOGNITION: Deputy Sheriff Stewart Hudson

Deputy Sheriff Stewart A. Hudson, Jr. began employment with the Sussex County Sheriff's office in July 2020 in the patrol division.

On Monday, January 18, 2021, local resident and Town of Waverly Dispatcher Pam Jones, spotted and photographed Sussex County's Deputy Sheriff Stewart Hudson, Jr. picking up litter in Wakefield on Branch Street and Highway 460, an area which he patrols.

At its January 21, 2021 meeting, the Board of Supervisors was informed that WTVR CBS 6 News had aired/posted a story on Deputy Sheriff Stewart Hudson, Jr. recognizing him for this fine deed.

The County wants to take this opportunity to recognize and show appreciation to Deputy Sheriff

Hudson for his dedication and services to the County and the community as well.

A copy of the Certificate of Recognition for Deputy Sheriff Stewart A. Hudson, Jr. was included in the Board packet and will be presented to him at the next Board meeting in person.

3.02 Update on Spay/Neuter Program & Animal Shelter Improvements – Lisa Moseley

Animal Services Officer Moseley gave a brief overview of the shelter improvements and spay/neuter program.

There has been a tremendous outreach with the public in regards to the spay/neuter program. The van has been booking up within a week. There is waiting list of other citizens waiting to sign up. There was a discussion of the over population of cats. They have reached out to Disputanta Animal Hospital and Dr. Cupp to assist Animal Services with discounted rates to help with the cats before the mating season starts.

ASO Moseley stated that Animal Services successfully secured appointments for the next three Neuter Scooters. The Neuter Scooter will come to Sussex in Waverly at the old Fresh Pride parking lot. They are currently visiting the Town of Wakefield.

The Town of Waverly, Butler's Towing, Cowlings, among others have agreed to sponsor a day.

Chairman Seward recommended giving Certificates of Recognition for those assisting in sponsoring to help with the animals.

ASO Moseley stated that brochures and flyers have been received. The Animal Shelter can now accept volunteers for help, such as walking a dog.

There was discussion of the building and the cat room at the Shelter.

There was a request by Chairman Seward to place the End of Year Report for Animal Services in the Board packet for informational purposes.

4. Public Hearing

There was no Public Hearing,

5. Appointment

5.01 Nominations for the Appointment to the Board of Zoning Appeals

Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January

31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

This item will be on the March agenda.

The BZA needs to have at least three (3) members to have a quorum.

A copy of the Board of Zoning Appeals ByLaws and roster were included in the Board packet.

5.02 Appointment to the Industrial Development Authority Board of Directors

In January 2021, Mr. Robert Bowers resigned from the Industrial Development Authority Board of Directors. Mr. Bowers was from the Jarratt area. His term was due to expire on May 15, 2023. An appointment will need to be made to fill this unexpired term beginning immediately, ending May 15, 2023.

Supervisor Tyler recommended Mr. Ronnie Crowder for appointment. He stated that Mr. Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 is a resident of Jarratt, member of First Baptist Church, retired, was a mail carrier and graduated from Sussex County Public Schools.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby appointments Mr. Ronnie Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 to fill the unexpired term beginning immediately, ending January 31, 2023.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

6.01. Proposal for Economic Development Services – Bruce Facility Planning Consultants

Attached for your consideration is a proposal from Bruce Facility Planning Consultants (BFPC) of Norcross, Georgia to complete economic development services for Sussex County. Specifically, this work will involve refining our inventory of industrial sites (both County-owned and privately-owned); conducting analyses of properties to determine suitability for various types of development; recommending further work to improve site preparedness; and providing some preliminary marketing recommendations. Staff is requesting the Board of Supervisors to approve a contract for this work, to be paid from administrative contingency funds (\$9,800). While much effort has been taken to identify, acquire and develop industrial sites in Sussex County, this work will help us better define how we move forward with our economic development efforts.

Mr. Jim Bruce of BFPC was available by Zoom during the meeting to answer any questions. Mr. Bruce stated that he had deep roots in Virginia. He stated that he and County Administrator Douglas had discussed a modular approach to develop an economic development strategy for the County.

Mr. Bruce stated that there were things that needed to be urgently done on the front end. He emphasized that a lot of good work had already been done. One of things that would be done as a high priority, but a second or third step in the overall process, would be to get to the point where the County is in a position to make a very compelling argument when the County becomes interested in a company that's interested in developing a new facility. The ability of the County to make an effective outreach to make a compelling business argument of why Sussex County would be a good location for facilities of this type that needs to be a strong component of the economic development practice. Mr. Bruce stated that he believed that BRPC is in the position to give the County a lot of guidance in this area.

Mr. Bruce gave a brief reference of the counsel and experience. He discussed doing an outreach program and the things their company could help the County.

There was discussion of dedicated staff for economic development.

There was inquiry of a timeframe in doing the analysis of a study of the County's sites and reporting a recommendation such as does the County keep, sell or what does the County need to do to improve, etc. Mr. Bruce stated that it would probably be a four month process; however, he would like to meet with the County Administrator for a final discussion of details of Phase I.

A copy of the BFPC Proposal for Sussex County of Economic Development Services was included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the contract with BFPC to complete defined economic development services for Sussex County at a cost of \$9,800 to be taken from budgeted Contingency Funds.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

6.02 Birch Island Apartments Phase I Substantial Rehabilitation Virginia Housing Letter of Support

A brief overview was given of Birch Island apartments. Mr. Adam Stockmaster, of T.M. Associates, introduced his partner, Mr. Michael Seltz, who is the proposed purchaser of the property and represents the Petersburg Community Development Corporation (PCDC). He stated that Birch Island Apartments were built in 1985. They are located on the left when entering the property. The buildings on the right are separately owned.

It was noted that Mr. Markel owns Phase I on the left.

The Petersburg Community Development Corporation (PCDC) intends to apply to VHDA for LIHTC financing to accomplish the substantial rehabilitation of Birch Island Apartments Phase I in Wakefield, Virginia, and have engaged TM Associates Development (an experienced LIHTC developer), as owners and operators of this property, to assist them. TM Associates Development

is seeking the County's support in the form of a letter to be included with their application. Birch Island Apartments Phase I consists of (6) two-story garden style apartment buildings and an office, laundry, community room and maintenance building. The project unit mix includes (16) one-bedroom, (24) two-bedroom, and (8) three-bedroom units. If awarded financing, the partnership intends to expend over \$65,000 per unit in hard costs, equating to 100% of units receiving full cosmetic rehabs, as well as significant upgrades to the community's energy efficiency. Additionally, two fully-accessible units currently exist at the community. The substantial rehabilitation of Birch Island Phase I will increase the number of accessible units to five as the partnership intends to convert three units to comply with federal accessibility standards.

A Copy of Birch Island CEO Approval of the Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the resolution in support of the Birch Island Apartments Phase 1 Substantial Rehabilitation.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

8. Unfinished Business

There was no Unfinished Business.

9. New Business

There was no New Business.

10. Board Member Comments

10.01 Blackwater District – Thanked Reid Foster and others for 2nd vaccination clinic.

10.02 Courthouse District – Absent

10.03 Henry District – Good to see Board members, County staff and Constitutional officers working together to serve our citizens; thanked Mr. Foster.

10.04 Stony Creek District – none

10.05 Wakefield District – Board members meet at Fire Department, Friday, at 4:30.

10.06 Waverly District – Improve Birch Island; Section 8; be careful of speech.

11. Closed Session

There was no Closed Session.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the February 18, 2021 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 7:52 p.m.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, March 18, 2021 at 6 p.m.

March 18, 2021

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$853,031.40

TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF FEBRUARY 2021	218004-218027	\$ 43,174.12	RUN DATE 2/3/21
	218028-218065	\$ 218,929.78	RUN DATE 2/4/21
	218076-218127	\$ 166,634.03	RUN DATE 2/11/21
	218128-218167	\$ 38,115.25	RUN DATE 2/22/21
	218179-218181	\$ 52,633.00	RUN DATE 2/25/21
	218182-218220	\$ 216,502.47	RUN DATE 2/25/21

Total Regular Warrants \$735,988.65

PAY. DEDUCTION WARRANTS:	218066-218075	\$ 58,780.63	RUN DATE 2/16/21
	218169-218178	\$ 58,262.12	RUN DATE 2/26/21

Total Deduction Warrants: \$117,042.75

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$853,031.40

VOID CHECKS	See attached		
	218168		0.00

ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001767	BB&T	2338 0121 01	12/23/2020		4100-021100-2120-211-210-203	705.00	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 02	12/24/2020		4100-021100-2120-211-210-203	617.28	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 03	12/26/2020		4100-021100-1202-211-210	14.99	218004		Publ. Subsc. Books, Ref.	Ma01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 04	10/07/2021		4100-021100-2120-211-210-203	1,051.95	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 05	1/07/2021		4100-021100-2120-211-210-203	925.59	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 06	1/12/2021		4100-021600-1242-261-210	41.05	218004		Agricultural Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 07	1/14/2021		4100-021400-1241-241-210	387.90	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 08	1/15/2021		4100-021400-1241-241-210	9.50	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 09	1/17/2021		4100-021100-1258-311-210	10.76	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 10	1/21/2021		4100-031100-1258-311-210	329.85	218004		Computer Software/Applications	01684 # 4046011199882338
			DISC. TOTAL				.00			TOTAL	4,093.87
			CHECK TOTAL				4,093.87			ACH PMT TOTAL	
00000000	001767	BB&T	2346 0121 01	1/14/2021		4100-041100-1203-411-410	25.00	218005		Workshops and Conferences	01684 # 4046011199882346
00000000	001767	BB&T	2346 0121 02	1/14/2021		4100-041100-1203-411-410	25.00	218005		Workshops and Conferences	01684 # 4046011199882346
00000000	001767	BB&T	2353 0121 01	1/13/2021		4100-021500-1299-253-210-601	10.00	218005		VDEM/FY19 LEMPG	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 01	1/13/2021		4100-021500-1299-253-210-608	700.00	218005		FY20 Dominion REPP Grant#801601684	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 02	1/17/2021		4100-021500-1299-253-210-609	59.95	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 03	1/17/2021		4100-021500-1299-253-210-609	250.00	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 04	1/17/2021		4100-021500-1299-253-210-609	594.00	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 05	1/18/2021		4100-021500-1299-253-210-609	178.65	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 06	1/19/2021		4100-021500-1299-253-210-609	861.63	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 07	1/19/2021		4100-021500-1299-253-210-609	473.36	218005		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 08	1/20/2021		4100-021500-1299-253-210-609	390.30	218005		OBICI COVID-19	01684 # 4046011199882353
			DISC. TOTAL				.00			TOTAL	3,567.89
			CHECK TOTAL				3,567.89			ACH PMT TOTAL	
00000000	001767	BB&T	2353 0121 09	1/21/2021		4100-021500-1299-253-210-609	823.27	218006		OBICI COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 10	1/21/2021		4100-021500-1299-253-210-609	224.30	218006		OBICI COVID-19	01684 # 4046011199882353
			DISC. TOTAL				.00			TOTAL	1,047.57
			CHECK TOTAL				1,047.57			ACH PMT TOTAL	
00000000	000738	BUTLER'S TOWING AND	7479	1/15/2021		4100-051100-1265-512-510	84.95	218007		Vehicle Maintenance & Repairs	01684 SUSSEX SHERIFF 84.95
			DISC. TOTAL				.00			TOTAL	84.95
00000000	001630	CHENEY BROTHERS	10-920501284	1/21/2021		4100-051500-1246-551-510	1,279.25	218008		Food Supplies	01684 # 60030700 1,279.25
			DISC. TOTAL				.00			TOTAL	1,279.25
00000000	001862	COUNTY OF CHESTERFIELD	BDS 012121	1/21/2021		4100-051500-1203-516-510	75.00	218009		Workshops and Conferences	01684 #54-6001208 75.00
			DISC. TOTAL				.00			TOTAL	75.00
00000000	001892	DIRECTV, LLC	34959122X210110	1/10/2021		4100-021500-1299-253-210-601	135.71	218010		VDEM/FY19 LEMPG	01684 # 034959122 135.71
			DISC. TOTAL				.00			TOTAL	135.71
00000000	000902	DOC FARMER'S MARKET	81093	1/19/2021		4100-051500-1246-551-510	291.00	218011		Food Supplies	01684 SUSSEX COUNTY JAIL 291.00
			DISC. TOTAL				.00			TOTAL	291.00
00000000	001651	DOCUMENT SYSTEMS	112593	1/14/2021		4100-021100-2120-211-210-203	99.00	218012		COVID-19 Expenses	01684 SUSSEX COUNTY 99.00
			DISC. TOTAL				.00			TOTAL	99.00
00000000	001723	GARDAWORLD SECURITY SERVI	611696	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611697	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611698	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611699	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50

P. O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001723		611700	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
0000000	001723		611701	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
0000000	001723		611703	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
		DISC. TOTAL			7.956							7.956 00
0000000	001907	GRANIGUS, LLC	135723	1/12/2021		4100-021100-2120-211-210-203	7,500.00	218014			COVID-19 Expenses	01684 SUSSEX COUNTY
		DISC. TOTAL			7,500.00							7,500.00
0000000	001908	HAMPTON ROADS RADIOLOGY A HRRR	121620	12/16/2020		4100-051500-1293-551-510	39.00	218015			Inmate Medical Expenses	01684 # 58525007479
		DISC. TOTAL			39.00							39.00
0000000	001193	JUNIOR PERSON	JPP 111820	11/18/2020		4100-021200-1272-221-210	2,250.00	218016			Building Maintenance & Repair	01684 SUSSEX COUNTY
0000000	001193		JPP 121520	12/15/2020		4100-021200-1272-221-210	2,200.00	218016			Building Maintenance & Repair	01684 SUSSEX COUNTY
		DISC. TOTAL			4,450.00							4,450.00
0000000	001046	MC1	4342465511	1/13/2021		4100-021100-1234-211-210	20.35	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021400-1234-242-210	3.39	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021300-1234-231-210	10.18	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021400-1234-241-210	3.39	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021600-1234-261-210	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021500-1234-253-210	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-023100-1234-291-230	5.09	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-041100-1234-411-410	6.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-031100-1234-311-310	6.91	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-063100-1234-631-630	8.48	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-062100-1234-621-620	16.96	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-063100-1234-632-630	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-061100-1234-611-610	1.64	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-061100-1234-612-610	22.66	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-081300-2110-822-810	8.52	218017			VA Cooperative Extension	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-061300-1234-613-610	5.09	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-051100-1234-512-510	1.91	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021600-1234-262-210	16	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4105-071100-1234-711-710	46.79	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021100-1234-211-210	22.66	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021400-1234-242-210	3.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021300-1234-231-210	11.33	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021400-1234-241-210	3.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021600-1234-261-210	2.36	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021500-1234-253-210	1.89	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-023100-1234-291-230	5.66	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-041100-1234-411-410	7.55	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-031100-1234-311-310	8.01	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-063100-1234-631-630	9.44	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-062100-1234-621-620	18.88	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-063100-1234-632-630	1.89	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-611-610	2.41	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-612-610	27.41	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-081300-2110-822-810	9.50	218017			VA Cooperative Extension	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-613-610	5.66	218017			Telecommunications	01684 # 08692926192

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000769		0973062717	0121	1/27/2021	4100-021500-1234-253-210	26.74	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-023100-1234-291-230	80.21	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-041100-1234-411-410	106.95	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-031100-1234-311-310	106.95	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-063100-1234-631-630	133.68	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-062100-1234-621-620	160.42	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-063100-1234-632-630	26.72	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4105-071100-1234-711-710	721.89	218023		Telecommunications	01684 # 9512957780001
			CHECK TOTAL		3,637.22						3,637.22
0000000	001693	VIRGINIA STAFFING GROUP	9896		1/17/2021	4100-021200-1229-221-210	468.10	218024		Other Prof. Ser. & Carpet Cle	01684 # 134
			CHECK TOTAL		468.10						468.10
0000000	000873	WASTE MANAGEMENT OF	3485805-2424-0		1/04/2021	4100-021600-1229-264-210	175.16	218025		Other Professional Services	01684 # 203115233003
			CHECK TOTAL		175.16						175.16
0000000	000088	HAVERLY GLASS SHOP	12693		12/28/2020	4100-051500-1265-551-510	56.00	218026		Vehicle Maintenance & Repairs	01684 SUSSEX SHERIFF
			CHECK TOTAL		56.00						56.00
0000000	001572	WIMMER, WILLIE	1801		1/12/2021	4100-021500-1254-251-210	6,053.38	218027		Equipment Maintenance	01684 SUSSEX PUBLIC SAFE
			CHECK TOTAL		6,053.38						6,053.38
			CHECK TOTAL		43,174.12						43,174.12
			CHECK TOTAL		43,174.12						43,174.12

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.

THE TOTAL 43,174.12- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 2/3/2021

DATE 2-3-21

DATE 2/3/21

[Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	000342	AGRI-VA, INC	I04384/6	1/26/2021	159.92	4100-021200-1274-221-210	159.92	218028		Grounds Maintenance & Repairs	01685 DOUGLAS, RICHARD
	DISC. TOTAL						.00			TOTAL	159.92
00000000	000648	AMERICAN PLANNING ASSOC	95670-2113	1/08/2021	767.00	4100-021100-1203-211-210	767.00	218029		Workshops and Conferences	01685 DOUGLAS, RICHARD
	DISC. TOTAL						.00			TOTAL	767.00
00000000	000010	BANK OF SOUTHSIDE VA	0164 0121 01	12/15/2020		4100-051100-1241-512-510	26.20	218030		Office Supplies	01685 J. OGBURN ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 01	12/11/2020		4100-051500-1241-551-510	20.98	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 02	12/12/2020		4100-051100-1299-512-510	456.00	218030		Miscellaneous Others	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 05	12/29/2020		4100-051100-1241-516-510	33.36	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 06	1/04/2021		4100-051100-1241-512-510	22.37	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 07	1/06/2021		4100-051100-1231-512-510	6.45	218030		Postage	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 08	1/06/2021		4100-051100-1245-512-510	25.00	218030		Law Enforcement Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 09	1/06/2021		4100-051100-1245-512-510	25.00	218030		Law Enforcement Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 0121 01	12/13/2020		4100-051100-1241-516-510	38.94	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 0121 02	12/18/2020		4100-051100-1257-516-510	159.98	218030		Furniture	01685 C. WYCHE ACCT
	DISC. TOTAL						.00			TOTAL	814.28
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 01	12/14/2020		4100-051500-1246-551-510	2.05	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 02	12/22/2020		4100-051500-1247-551-510	56.00	218031		Janitorial Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 03	12/26/2020		4100-051500-1272-551-510	20.34	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 04	12/26/2020		4100-051500-1246-551-510	24.64	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 05	12/26/2020		4100-051500-1272-551-510	13.99	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 06	12/28/2020		4100-051500-1246-551-510	35.10	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 07	12/29/2020		4100-051500-1272-551-510	117.79	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 08	1/05/2021		4100-051500-1277-551-510	100.77	218031		Water Services	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 09	1/08/2021		4100-051500-1246-551-510	3.00	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 10	1/09/2021		4100-051500-1272-551-510	13.42	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
	DISC. TOTAL						.00			TOTAL	387.10
00000000	001676	BERKLEY GROUP	WO#1A INV#5	2/01/2021	3,810.00	4100-021400-1225-241-210	3,810.00	218032		Management Consulting Service	01685 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	WO#7 INV#3	2/01/2021	275.00	4100-021400-1225-241-210	275.00	218032		Management Consulting Service	01685 SUSSEX COUNTY
	DISC. TOTAL						.00			TOTAL	4,085.00
00000000	000183	BRITT'S SERVICE CENTER	644659	9/30/2020	39.95	4100-051100-1265-512-510	39.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645022	8/03/2020	60.00	4100-051100-1265-512-510	60.00	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645023	8/18/2020	465.08	4100-051100-1265-512-510	465.08	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645024	8/14/2020	559.64	4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645025	8/20/2020	593.76	4100-051100-1265-512-510	593.76	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645026	8/20/2020	559.64	4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645027	8/20/2020	161.44	4100-051100-1265-512-510	161.44	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645028	9/08/2020	559.64	4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645029	9/09/2020	19.95	4100-051100-1265-512-510	19.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645030	9/10/2020	19.95	4100-051100-1265-512-510	19.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
	DISC. TOTAL						.00			TOTAL	3,039.05
00000000	000183	BRITT'S SERVICE CENTER	645031	9/10/2020	39.95	4100-051100-1265-512-510	39.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645032	9/14/2020	279.82	4100-051100-1265-512-510	279.82	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645033	9/16/2020	19.95	4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645034	9/22/2020	19.95	4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645035	10/02/2020	34.95	4100-051100-1265-512-510	34.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000183		645036	10/05/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645037	10/19/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645038	10/28/2020		4100-051500-1265-551-510	20.00	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645039	11/11/2020		4100-051100-1265-515-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645040	11/06/2020		4100-051100-1265-512-510	193.39	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
							.00		667.86	TOTAL	
0000000	000183	BRITT'S SERVICE CENTER	645072	12/15/2020		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645097	12/20/2020		4100-051100-1265-512-510	578.30	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645175	1/07/2021		4100-051100-1265-512-510	100.70	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645177	1/07/2021		4100-051100-1265-515-510	39.90	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645243	1/04/2021		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645244	1/19/2021		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645264	1/22/2021		4100-051100-1265-512-510	42.66	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
							.00		821.41	TOTAL	
0000000	000728	CARQUEST OF WAKEFIELD	15335-21612	1/20/2021		4100-021200-1265-221-210	59.34	218036		Vehicle Maintenance & Repairs	# 2836
0000000	000728		15335-21612	1/20/2021		4100-021600-1265-262-210	63.97	218036		Vehicle Maintenance & Repairs	# 2836
							.00		123.31	TOTAL	
0000000	000504	COMMISSIONER OF THE	2021 DUES	2/03/2021		4100-031100-1201-311-310	75.00	218037		Organization Memberships	01685 SUSSEX COUNTY
							.00		75.00	TOTAL	
0000000	000871	CRYSTAL SPRINGS	15692716 012021	1/20/2021		4100-041100-1277-411-410	7.34	218038		Water Services	01685 # 695034615692716
							.00		7.34	TOTAL	
0000000	000902	DOC FARMER'S MARKET	MKT81249	1/25/2021		4100-051500-1246-551-510	277.25	218039		Food Supplies	01685 SUSSEX COUNTY JAIL
							.00		277.25	TOTAL	
0000000	001651	DOCUMENT SYSTEMS	112339	1/07/2021		4100-031100-1252-311-310	55.64	218040		Equipment Lease/Rental	01685 SUSSEX COMM OF REV
0000000	001651		112580	1/12/2021		4100-021400-1252-241-210	286.77	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		112580	1/12/2021		4100-021400-1252-242-210	286.78	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		112581	1/12/2021		4100-021100-1252-211-210	608.22	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		113093	2/03/2021		4100-061100-1252-612-610	37.99	218040		Equipment Lease/Rental	01685 SUSSEX GEN DIST CR
							.00		1,475.40	TOTAL	
0000000	000084	DOMINION VIRGINIA POWER	6138125478 0121	1/05/2021		4100-021600-1276-264-210	74.71	218041		Electric	01685 # 6138125478
							.00		74.71	TOTAL	
0000000	001725	EDMUNDS WASTE REMOVAL INC 97117		2/01/2021		4100-021600-1247-264-210	425.00	218042		Janitorial Supplies	01685 SUSSEX COUNTY
							.00		425.00	TOTAL	
0000000	001828	ENNIS, INC.	49678674	1/19/2021		4100-051100-1241-514-510	2,505.63	218043		Supplies for Warrants	01685 ACCT# 389923
							.00		2,505.63	TOTAL	
0000000	001723	GARDAWORLD SECURITY SERVI	613936	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613937	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613938	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613939	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613940	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613941	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001723		613942	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613943	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
	DISC. TOTAL					00 CPA PNT TOTAL	00				7,956.00
0000000	001703	HEFTY WILEY & GORE P.C.	10985	1/25/2021		4100-022100-1223-281-220	7,500.00	218045		Legal Services	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				7,500.00
0000000	001433	LOWE'S	911273	12/23/2020		4100-051500-1272-551-510	19.99	218046		Building Maintenance & Repair	01685 # 99003370360
	DISC. TOTAL					00 CPA PNT TOTAL	00				19.99
0000000	000056	OMEN FORD, INC.	12133	2/02/2021		4100-021200-1265-221-210	86.40	218047		Vehicle Maintenance & Repairs	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				86.40
0000000	000991	PARKER OIL CO	669663	1/07/2021		4100-051500-1278-551-510	693.79	218048		Oil	01685 #87746E
	DISC. TOTAL					00 CPA PNT TOTAL	00				693.79
0000000	001488	RRS FOODSERVICE	2163384	1/27/2021		4100-051500-1246-551-510	1,763.00	218049	N	Food Supplies	01685 # 118626
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,763.00
0000000	001910	SAFELITE AUTO GLASS	01868-836590	2/03/2021		4100-021400-1265-242-210	210.29	218050		Vehicle Maintenance & Repairs	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				210.29
0000000	000187	SHANKO, JAMES	JS 012621	1/26/2021		4100-051500-1272-551-510	15.15	218051		Building Maintenance & Repair	01685 REIMBURSEMENT
	DISC. TOTAL					00 CPA PNT TOTAL	00				15.15
0000000	001772	SOUTHSIDE ELECTRIC COOPER	561962001 0121	1/06/2021		4100-021600-1276-264-210	107.55	218052		Electric	01685 # 561962001
	DISC. TOTAL					00 CPA PNT TOTAL	00				107.55
0000000	000067	STONY CREEK PHARMACY	SCP 123020	12/30/2020		4100-051500-1293-551-510	508.50	218053		Immate Medical Expenses	01685 DECEMBER 2020
	DISC. TOTAL					00 CPA PNT TOTAL	00				508.50
0000000	000162	SUFFOLK ENERGIES INC	37633847	1/08/2021		4100-021200-1278-221-210	401.81	218054		Oil	01685 # 66740484
	DISC. TOTAL					00 CPA PNT TOTAL	00				401.81
0000000	000077	SUSSEX SERVICE AUTHORITY	SUSS S AUTH0121	1/25/2021		4100-021100-2120-211-210-204	51,943.40	218055		COVID-19 Municipal Utility	Re01685 COVID-19 UTILITY
	DISC. TOTAL					00 CPA PNT TOTAL	00				51,943.40
0000000	001827	TEMP-POWER, INC	15280M-2	2/01/2021		4100-021600-1252-264-210	1,120.00	218056		Equipment Lease/Rental	01685 # 4679
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,120.00
0000000	001816	THG CONSTRUCTION	404 WALNUT #3	2/03/2021		4100-021300-9004-231-210	13,720.01	218057		UNOS-CDBG Housing Grt	01685 UNOS
	DISC. TOTAL					00 CPA PNT TOTAL	00				13,720.01
0000000	000317	TOWN OF WAKEFIELD	1943 010721	1/07/2021		4100-021200-1277-221-210	15.08	218058		Water Services	01685 # 1943
	DISC. TOTAL					00 CPA PNT TOTAL	00				15.08
0000000	000318	TOWN OF WAVERLY	TWN WRPLY012521	1/25/2021		4100-021100-2120-211-210-204	103,879.88	218059		COVID-19 Municipal Utility	Re01685 COVID-19 UTILITY
	DISC. TOTAL					00 CPA PNT TOTAL	00				103,879.88
0000000	001909	TRUE KLEEN, LLC	SC001	1/29/2021		4100-021100-2120-211-210-203	1,350.00	218060		COVID-19 Expenses	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,350.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	QTR END	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	ACH TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000301	VA EMPLOYMENT COMMISSION	123120	8.067	36	1/22/2021	4100-099900-1128-	8.067	218061	.00	8.067	Worker's Comp - Self Ins Unem01685 # 0001890204	8.067
0000000	000039	VERIZON WIRELESS	9871139115	9871139115	1/12/2021		4100-051500-1234-551-510	155.92	218062		155.92	Telecommunications	01685 # 520620824-00001
0000000	000039	VERIZON WIRELESS	9871139115	9871139115	1/12/2021		4100-051100-1234-516-510	659.16	218062		659.16	Telecommunications	01685 # 520620824-00001
0000000	001693	VIRGINIA STAFFING GROUP	9906	9906	1/24/2021		4100-021200-1229-221-210	483.20	218063		483.20	Other Prof. Ser. & Carpet Cle01685 # 134	483.20
0000000	000873	WASTE MANAGEMENT OF	3490336-2424-9	3490336-2424-9	1/25/2021		4100-021600-1229-264-210	636.18	218064		636.18	Other Professional Services	01685 # 103305252006
0000000	001644	XEROX FINANCIAL SERVICES	2417722	2417722	12/25/2020		4100-031100-1252-311-310	152.69	218065		152.69	Equipment Lease/Rental	01685 # 0200099060001

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 218,929.78- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2/4/2021
 DATE
 2-4-21
 DATE
 2/4/21
 DATE

[Signature]
 DIRECTOR OF FINANCE
[Signature]
 COUNTY ADMINISTRATION
[Signature]
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE CHECK TOTAL	4027012721 CHECK TOTAL	INVOICE DATE	A/P ACRL	ACCOUNT NO.	CPA PHT TOTAL	ACH PHT TOTAL	NET AMOUNT	CHECK NO.	ACH PHT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	000923	ALL SEASONS TERWHITE & DISC. TOTAL	4027012721	65.00	65.00	1/27/2021		4100-051500-1272-551-510	.00	65.00	218076		Building Maintenance & Repairs	SUSSEX SHERIFF	
00000000	001277	AMERICAN TIRE DISTRIBUTOR DISC. TOTAL	S145239263	1,010.96	1,010.96	12/04/2020		4100-051100-1265-512-510	.00	1,010.96	218077		Vehicle Maintenance & Repairs	01686 # 190415	
00000000	001769	ATLANTIC EMERGENCY SOLUTIONS DISC. TOTAL	258666EQ	1,640.00	1,640.00	1/22/2021		4100-021500-2110-251-210-504	.00	1,640.00	218078		State Fireman's Fund	01686 # 17366	
00000000	999999	BOYKINS, CHARLIE DISC. TOTAL	CB 0121	223.20	223.20	2/08/2021		4100-051500-1215-551-510	.00	223.20	218079		Inmate Pay	01686 INMATE PAY	
00000000	999999	BROOKS, ANTHONY DISC. TOTAL	AB 0121	75.60	75.60	2/08/2021		4100-051500-1215-551-510	.00	75.60	218080		Inmate Pay	01686 INMATE PAY	
00000000	000738	BUTLER'S TOWING AND DISC. TOTAL	7488	25.00	25.00	1/20/2021		4100-051100-1265-512-510	.00	25.00	218081		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF	
00000000	000738	DISC. TOTAL	7489	25.00	25.00	1/20/2021		4100-051100-1265-512-510	.00	25.00	218081		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF	
00000000	000738	DISC. TOTAL	7592	19.95	19.95	2/08/2021		4100-051100-1265-512-510	.00	19.95	218081		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF	
00000000	000738	DISC. TOTAL	7593	65.00	65.00	2/08/2021		4100-051100-1265-512-510	.00	65.00	218081		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF	
00000000	001530	C.W. WILLIAMS & CO. LLC DISC. TOTAL	633347	7,246.24	7,246.24	1/22/2021		4100-021500-2110-251-210-504	.00	7,246.24	218082		State Fireman's Fund	01686 # 80203	
00000000	001530	DISC. TOTAL	633510	49.89	49.89	1/27/2021		4100-021500-2110-251-210-504	.00	49.89	218082		State Fireman's Fund	01686 # 80203	
00000000	001251	CABIN POINT VETERINARY DISC. TOTAL	66293	132.00	132.00	1/15/2021		4100-021600-1227-261-210	.00	132.00	218083		Medical Services	01686 # 1707	
00000000	001251	DISC. TOTAL	66348	79.30	79.30	1/20/2021		4100-021600-1227-261-210	.00	79.30	218083		Medical Services	01686 # 1707	
00000000	001251	DISC. TOTAL	66389	106.00	106.00	1/25/2021		4100-021600-1227-261-210	.00	106.00	218083		Medical Services	01686 # 1707	
00000000	001251	DISC. TOTAL	66411	221.00	221.00	1/26/2021		4100-021600-1227-261-210	.00	221.00	218083		Medical Services	01686 # 1707	
00000000	000728	CARQUEST OF WAKEFIELD DISC. TOTAL	15335-18445	538.30	538.30	9/23/2020		4100-051100-1265-512-510	.00	538.30	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-19424	198.52	198.52	10/26/2020		4100-051500-1265-551-510	.00	198.52	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-19603	40.92	40.92	11/02/2020		4100-051100-1265-512-510	.00	40.92	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-20055	2.77	2.77	11/17/2020		4100-051100-1265-512-510	.00	2.77	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-21078	48.24	48.24	12/31/2020		4100-051100-1265-512-510	.00	48.24	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-21470	75.19	75.19	1/15/2021		4100-051100-1265-512-510	.00	75.19	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-21472	6.36	6.36	1/15/2021		4100-051100-1265-512-510	.00	6.36	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	15335-21596	42.99	42.99	1/20/2021		4100-051100-1265-512-510	.00	42.99	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-152793	16.55	16.55	12/05/2020		4100-051100-1265-512-510	.00	16.55	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-153434	99.78	99.78	12/30/2020		4100-051100-1265-512-510	.00	99.78	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-153436	528.59	528.59	12/30/2020		4100-051100-1265-512-510	.00	528.59	218084		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-153697	55.00	55.00	1/09/2021		4100-051100-1265-512-510	.00	55.00	218085		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-153767	11.34	11.34	1/12/2021		4100-051100-1265-512-510	.00	11.34	218085		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-153958	13.09	13.09	1/18/2021		4100-051100-1265-512-510	.00	13.09	218085		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	000728	DISC. TOTAL	5484-154155	330.06	330.06	1/22/2021		4100-051100-1265-512-510	.00	330.06	218085		Vehicle Maintenance & Repairs	01686 # 5001	
00000000	001485	CENTRAL AGRIBUSINESS DISC. TOTAL	JR23091	748.09	748.09	1/21/2021		4100-051500-1246-551-510	.00	748.09	218086		Food Supplies	01686 SUSSEX SHERIFF	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001485		JR23177	1/26/2021		4100-051500-1246-551-510	77.00	218086		Food Supplies	01686 SUSSEX SHERIFF
0000000	001485		JR23262	2/02/2021		4100-051500-1246-551-510	77.00	218086		Food Supplies	01686 SUSSEX SHERIFF
		00 CHECK TOTAL			231.00	ACH PNT TOTAL					231.00
0000000	001630	CHENEY BROTHERS	12-920555942	2/02/2021		4100-051500-1246-551-510	2,453.18	218087		Food Supplies	01686 # 600307000
		DISC. TOTAL			2,453.18	CPA PNT TOTAL					2,453.18
0000000	001314	CHOWAN BASIN SOIL& WATER	FY20/21	1/15/2021		4100-081300-2110-823-810	7,415.00	218088		Chowan Basin Soil & Water Com	01686 FY20/21 ALLOCATTION
		DISC. TOTAL			7,415.00	CPA PNT TOTAL					7,415.00
0000000	001449	CONVERGENT TECHNOLOGIES	23739	2/05/2021		4100-051100-1224-516-510	359.00	218089		Information System Services	01686 SUSSEX SHERIFF
		DISC. TOTAL			359.00	CPA PNT TOTAL					359.00
0000000	000931	COUNTY OF PRINCE GEORGE	QTR 2 2021	2/05/2021		4100-061100-1214-611-610	1,359.33	218090		Comp Court Administrator	01686 COURT ADMINISTRATO
		DISC. TOTAL			1,359.33	CPA PNT TOTAL					1,359.33
0000000	000020	COMLING BROTHERS	2234	1/07/2021		4100-051500-1272-551-510	26.49	218091		Building Maintenance & Repair	01686 ACCT# SCJ001
		DISC. TOTAL			26.49	CPA PNT TOTAL					26.49
0000000	000024	CRATER YOUTH CARE	210049-01	1/20/2021		4100-081800-2110-863-810	4,807.00	218092		Crater Youth Care Commission	01686 JAN 2021 USAGE FEE
0000000	000024		210049-02	1/20/2021		4100-081800-2110-863-810	15,803.25	218092		Crater Youth Care Commission	01686 3RD QTR FY2021
		DISC. TOTAL			20,610.25	CPA PNT TOTAL					20,610.25
0000000	000193	DEPART OF MOTOR VEHICLES	202103100507	2/08/2021		4100-041100-1299-412-410	300.00	218093		Misc Oth -DWV Stops	01686 # 546001642019
		DISC. TOTAL			300.00	CPA PNT TOTAL					300.00
0000000	001185	DISPUTANTA ANIMAL HOSPITA	238889	1/29/2021		4100-021600-1227-261-210	81.25	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238890	1/29/2021		4100-021600-1227-261-210	14.25	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238892	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238895	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238896	1/29/2021		4100-021600-1227-261-210	91.00	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238897	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238899	1/29/2021		4100-021600-1227-261-210	277.42	218094		Medical Services	01686 SUSSEX COUNTY
		DISC. TOTAL			860.37	CPA PNT TOTAL					860.37
0000000	000902	DOC FARMER'S MARKET	MKT61405	2/01/2021		4100-051500-1246-551-510	258.65	218095		Food Supplies	01686 SUSSEX COUNTY JAIL
		DISC. TOTAL			258.65	CPA PNT TOTAL					258.65
0000000	001651	DOCUMENT SYSTEMS	112717	2/01/2021		4100-021100-2120-211-210-203	103.07	218096		COVID-19 Expenses	01686 SUSSEX COUNTY
		DISC. TOTAL			103.07	CPA PNT TOTAL					103.07
0000000	000084	DOMINION VIRGINIA POWER	9447701492 0121	1/26/2021		4100-021200-1276-221-210	6.59	218097		Electric	01686 # 9447701492
		DISC. TOTAL			6.59	CPA PNT TOTAL					6.59
0000000	001911	DOUGLAS, RICHARD	RD 020121	2/01/2021		4100-021100-1203-211-210	200.00	218098		Workshops and Conferences	01686 REIMBURSEMENT
		DISC. TOTAL			200.00	CPA PNT TOTAL					200.00
0000000	001723	GARDENWORLD SECURITY SERVI	616994	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616995	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616996	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616997	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
0000000	001723		616998	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616999	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		617000	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		617001	1/29/2021		4100-021600-1229-264-210	988.13	218099		Other Professional Services	01686 # SUS001
		DISC. TOTAL				7,949.63				ACH PHT TOTAL	7,949.63
0000000	000258	GEORGE COX & SONS	8648	1/15/2021		4100-021200-1272-221-210	209.90	218100		Building Maintenance & Repair	01686 SUSSEX COUNTY
0000000	000258		8651	1/15/2021		4100-021600-1272-261-210	367.50	218100		Building Maintenance & Repair	01686 SUSSEX ANML CONTRO
		DISC. TOTAL				577.40				ACH PHT TOTAL	577.40
0000000	000276	GREENSVILLE COUNTY WATER	1175 012721	1/27/2021		4100-021200-1277-221-210	62.28	218101		Water Services	01686 # 1175
		DISC. TOTAL				62.28				ACH PHT TOTAL	62.28
0000000	999999	HILL, EDWARD	EH 0121	2/08/2021		4100-051500-1215-551-510	79.20	218102		Inmate Pay	01686 INMATE PAY
		DISC. TOTAL				79.20				ACH PHT TOTAL	79.20
0000000	001538	JIM WHELAN'S SERV CENTER	98506	1/18/2021		4100-051100-1265-512-510	49.95	218103		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
		DISC. TOTAL				49.95				ACH PHT TOTAL	49.95
0000000	999999	KING, DAVID	DK 0121	2/08/2021		4100-051500-1215-551-510	99.90	218104		Inmate Pay	01686 INMATE PAY
		DISC. TOTAL				99.90				ACH PHT TOTAL	99.90
0000000	000124	KORMAN SIGNS	349512	1/20/2021		4100-021400-1233-241-210	320.80	218105		Printing	01686 # SUS010
		DISC. TOTAL				320.80				ACH PHT TOTAL	320.80
0000000	001115	LIFESTAR AMBULANCE	SC122020	1/19/2021		4100-021500-2110-252-210-524	25,056.00	218106		Emergency Med. SVC - Pd EMT.	01686 DECEMBER 2020
0000000	001115		W122020	1/19/2021		4100-021500-2110-252-210-524	53,712.00	218106		Emergency Med. SVC - Pd EMT.	01686 DECEMBER 2020
		DISC. TOTAL				78,768.00				ACH PHT TOTAL	78,768.00
0000000	001433	LOWE'S	911590	1/11/2021		4100-021200-1272-221-210	63.37	218107		Building Maintenance & Repair	01686 # 990000502080
0000000	001433		911590	1/11/2021		4100-021600-1272-261-210	75.68	218107		Building Maintenance & Repair	01686 # 990000502080
		DISC. TOTAL				139.05				ACH PHT TOTAL	139.05
0000000	001882	MOBILE COMMUNICATIONS AHE	408000201-1	1/20/2021		4100-021500-1254-253-210	110.00	218108		Equipment Maintenance	01686 # 118941
0000000	001882		408000202-1	1/20/2021		4100-021500-1254-253-210	110.00	218108		Equipment Maintenance	01686 # 118941
		DISC. TOTAL				220.00				ACH PHT TOTAL	220.00
0000000	001912	MONTGOMERY COUNTY, VIRGIN MC	012621	1/26/2021		4302-091300-0020-	25,000.00	218109		Stony Creek WFD-Brush Truck	01686 SUSSEX COUNTY
		DISC. TOTAL				25,000.00				ACH PHT TOTAL	25,000.00
0000000	000165	POSTMASTER	SHERIFF 020821	2/08/2021		4100-051100-1231-512-510	440.00	218110		Postage	01686 POSTAGE
		DISC. TOTAL				440.00				ACH PHT TOTAL	440.00
0000000	000061	PRINCE GEORGE ELECTRIC	1413003200	1/27/2021		4100-021600-1276-263-210	49.63	218111		Electric	01686 # 1413003200
0000000	000061		1423010000	1/27/2021		4100-021600-1276-263-210	79.59	218111		Electric	01686 # 1423010000
0000000	000061		1667000200	1/27/2021		4100-021200-1276-221-210	40.78	218111		Electric	01686 # 1667000200
		DISC. TOTAL				170.00				ACH PHT TOTAL	170.00
0000000	000187	SHANKO, JAMES	JS 020521	2/05/2021		4100-051500-1272-551-510	31.32	218112		Building Maintenance & Repair	01686 REIMBURSEMENT
		DISC. TOTAL				31.32				ACH PHT TOTAL	31.32

P.O. NO.	VENDOR NO.	VENDOR NAME	CHECK NO.	CHECK DATE	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	ACH PHT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001787	SIMPLE COM	8809-0TS	2/08/2021	125.00	4100-021100-1228-211-210	00 CPA PHT TOTAL	125.00	218113	00	00	00	Contractual Services	01686 SUSSEX COUNTY
														125.00
00000000	000067	STONY CREEK PHARMACY	SCP 013021	1/30/2021	420.18	4100-051500-1293-551-510	00 CPA PHT TOTAL	420.18	218114	00	00	00	Immate Medical Expenses	01686 JANUARY 2021
														420.18
00000000	000162	SUFFOLK ENERGIES INC	528492	1/31/2021	292.73	4100-051100-1264-512-510	00 CPA PHT TOTAL	292.73	218115	00	00	00	Hillegage/Gas	01686 # 66740352
														292.73
00000000	000942	SUSSEX MINI MART	1011508	10/15/2020	5.99	4100-011100-1205-111-110		5.99	218116				Heals	01686 ACCT# 16
			1013444	6/18/2020	5.99	4100-011100-1205-111-110		5.99	218116				Heals	01686 ACCT# 16
			1013690	11/19/2020	5.99	4100-011100-1205-111-110		5.99	218116				Heals	01686 ACCT# 16
				17.97	17.97	4100-051100-1264-512-510	00 CPA PHT TOTAL	17.97	218117	00	00	00	TOTAL	17.97
00000000	999999	TAYLOR, DARRELL	DT 0121	2/08/2021	18.90	4100-051500-1215-551-510	00 CPA PHT TOTAL	18.90	218117	00	00	00	Immate Pay	01686 IMMATE PAY
														18.90
00000000	000318	TOWN OF WAVERLY	1814040098	1/31/2021	67.00	4100-021200-1277-221-210	00 CPA PHT TOTAL	67.00	218118	00	00	00	Water Services	01686 # 1814040098
														67.00
00000000	000087	VAN CLEEF AUTO PARTS INC	11822	1/13/2021	538.98	4100-051100-1265-512-510		538.98	218119				Vehicle Maintenance & Repairs	01686 # 27431
			11905	1/22/2021	103.96	4100-051100-1265-512-510		103.96	218119				Vehicle Maintenance & Repairs	01686 # 27431
				642.94	642.94	4100-051100-1234-551-510	00 CPA PHT TOTAL	642.94	218120	00	00	00	TOTAL	642.94
00000000	000769	VERIZON	0130840093	2/06/2021	517.80	4100-051100-1234-512-510		517.80	218120				Telecommunications	01686 # 351337100000174
			0130843684	02/21	70.20	4100-021200-1234-221-210		70.20	218120				Telecommunications	01686 # 95167944000136
			0689130006	02/21	910.12	4100-063100-1234-631-630		910.12	218120				Telecommunications	01686 # 352390716000129
			0695890348	01/21	381.15	4100-051100-1234-516-510		381.15	218120				Telecommunications	01686 # 351333549000198
			0745850378	01/21	73.59	4100-063100-1234-631-630		73.59	218120				Telecommunications	01686 # 252384783000121
			0763493682	02/21	88.69	4100-051500-1234-551-510		88.69	218120				Telecommunications	01686 # 351337100000174
				2,041.55	2,041.55	4100-021100-1234-211-210	00 CPA PHT TOTAL	2,041.55	218121	00	00	00	TOTAL	2,041.55
00000000	000757	VERIZON BUSINESS	07473915	2/10/2021	55.21	4100-021400-1234-241-210		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-021400-1234-242-210		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-041100-1234-411-410		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-031100-1234-311-310		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-023100-1234-291-230		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-021500-1234-251-210		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-051100-1234-516-510		55.21	218121				Telecommunications	01686 # Y2694822
			07473915	2/10/2021	55.21	4100-063100-1234-631-630		55.21	218121				Telecommunications	01686 # Y2694822
				496.88	496.88	4100-021100-1234-211-210	00 CPA PHT TOTAL	496.88	218122	00	00	00	TOTAL	496.88
00000000	000039	VERIZON WIRELESS	9871613183	1/19/2021	187.31	4100-051500-1234-551-510		187.31	218122				Telecommunications	01686 # 742314083-00002
			9871613183	1/19/2021	187.32	4100-051100-1234-516-510		187.32	218122				Telecommunications	01686 # 742314083-00002
				561.94	561.94	4100-051100-1234-512-510	00 CPA PHT TOTAL	561.94	218123	00	00	00	TOTAL	561.94
00000000	001913	WARREN, SHAWN	SW 012721	1/27/2021	36.58	4100-051100-1265-512-510		36.58	218123				Vehicle Maintenance & Repairs	01686 REIMBURSEMENT
			SW 020121	2/01/2021	75.00	4100-051100-1244-512-510		75.00	218123				Uniform Services	01686 REIMBURSEMENT
				111.58	111.58	4100-051100-1265-512-510	00 CPA PHT TOTAL	111.58	218124	00	00	00	TOTAL	111.58

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000088	WAVERLY GLASS SHOP	12718	2/03/2021		4100-021100-2120-211-210-203	680.00	218124	.00	COVID-19 Expenses	01686 SUSSEX SHERIFF
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	680.00
0000000	000090	WAVERLY MOTORS, INC	16195	1/06/2021		4100-021500-1265-253-210	95.00	218125	.00	Vehicle Maintenance & Repairs	01686 SUSSEX PUBLIC SAFE
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	95.00
0000000	001408	WITHER PUBLIC SAFETY GRP	2081280	11/23/2020		4100-051100-1244-512-510	158.00	218126	.00	Uniform Services	01686 # SUSCOU
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	158.00
0000000	001644	XEROX FINANCIAL SERVICES	2441838	1/10/2021		4100-051100-1252-512-510	276.54	218127	.00	Equipment Lease/Rental	01686 # 020081249001
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	276.54
							553.08	218127	.00	Equipment Lease/Rental	01686 # 020081249001
							.00			TOTAL	553.08
							166,634.03		.00	TOTAL	166,634.03
							166,634.03		.00	TOTAL	166,634.03

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 166,634.03 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2/11/2021
 DATE
 2/11/2021
 DATE
 2/11/2021
 DATE

[Signature]
 DIRECTOR OF TREASURY

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DESTE COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH	INV DESCRIPTION
0000000	001507	BARKSDALE OHS INC.	SUSSCTY 0121	1/31/2021		4100-021600-1264-261-210	113.81	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021200-1264-221-210	78.33	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021400-1264-242-210	31.04	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021600-1264-262-210	130.56	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021300-1264-231-210	10.35	218128			Gasoline/Mileage-Non Training	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021400-1264-241-210	35.47	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021500-1264-253-210	51.73	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-051100-1264-512-510	4,740.99	218128			Mileage/Gas	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4105-071100-1264-711-710	91.14	218128			Gasoline	01687	ACCT# SUSSCTY
			CHECK TOTAL			5,283.42					00 CPA PMT TOTAL		
0000000	001251	CABIN POINT VETERINARY	66038	12/22/2020		4100-021600-1227-261-210	150.00	218129			Medical Services	01687	# 1707
0000000	001251		66054	12/22/2020		4100-021600-1227-261-210	437.00	218129			Medical Services	01687	# 1707
0000000	001251		66117	12/30/2020		4100-021600-1227-261-210	196.00	218129			Medical Services	01687	# 1707
0000000	001251		66444	1/27/2021		4100-021600-1227-261-210	163.50	218129			Medical Services	01687	# 1707
			CHECK TOTAL			946.50					00 EPY PMT TOTAL		946.50
0000000	000020	COMLING BROTHERS	173858	12/31/2020		4100-021600-1247-264-210	564.97	218130			Janitorial Supplies	01687	# SC0006
0000000	000020		2623	1/13/2021		4100-021600-1272-261-210	2.64	218130			Building Maintenance & Repair	01687	# SC0006
0000000	000020		2624	1/13/2021		4100-021600-1272-261-210	7.45	218130			Building Maintenance & Repair	01687	# SC0006
0000000	000020		32836	1/20/2021		4100-021200-1274-221-210	37.64	218130			Grounds Maintenance & Repairs	01687	# SC0006
			CHECK TOTAL			612.70					00 CPA PMT TOTAL		612.70
0000000	000871	CRYSTAL SPRINGS	12841556	1/16/2021		4100-063100-1233-631-630	36.85	218131			Printing	01687	# 114253012841556
			CHECK TOTAL			36.85					00 EPY PMT TOTAL		36.85
0000000	001185	DISPUTANTA ANIMAL HOSPITA	237040	12/28/2020		4100-021600-1227-261-210	165.14	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		237089	12/28/2020		4100-021600-1227-261-210	35.00	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		237359	12/31/2020		4100-021600-1227-261-210	103.05	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		238988	2/01/2021		4100-021600-1227-261-210	151.35	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239011	2/01/2021		4100-021600-1227-261-210	77.56	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239161	2/03/2021		4100-021600-1227-261-210	112.54	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239757	2/15/2021		4100-021600-1227-261-210	11.39	218132			Medical Services	01687	SUSSEX COUNTY
			CHECK TOTAL			656.03					00 CPA PMT TOTAL		656.03
0000000	000902	DOC FARMER'S MARKET	81561	2/08/2021		4100-051500-1246-551-510	255.75	218133			Food Supplies	01687	SUSSEX COUNTY JAIL
			CHECK TOTAL			255.75					00 EPY PMT TOTAL		255.75
0000000	001651	DOCUMENT SYSTEMS	112881	2/01/2021		4100-021400-1252-241-210	70.21	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		112882	2/01/2021		4100-021400-1252-242-210	70.22	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		113095	2/03/2021		4100-031100-1252-311-310	312.93	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		113145	2/03/2021		4100-021100-2120-211-210-203	19.99	218134			COVID-19 Expenses	01687	COMM OF REV
			CHECK TOTAL			535.30					00 CPA PMT TOTAL		535.30
0000000	000084	DOMINION VIRGINIA POWER	0482572328	1/28/2021		4100-021600-1276-263-210	2,896.82	218135			Electric	01687	# 0482572328
0000000	000084		0561293952	1/29/2021		4100-021200-1276-221-210	6.59	218135			Electric	01687	# 0561293952
0000000	000084		2406362505	2/01/2020		4100-051500-1276-551-510	1,838.60	218135			Electric	01687	# 2406362505
0000000	000084		2921584914	1/29/2021		4100-051500-1276-551-510	6.59	218135			Electric	01687	# 2921584914
0000000	000084		3776508966	2/02/2021		4100-021200-1276-221-210	6.59	218135			Electric	01687	# 3776508966
0000000	000084		4204030300	1/29/2021		4100-021600-1276-264-210	71.91	218135			Electric	01687	# 4204030300

A/P CHECK REGISTER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001416	POST MASTER - WAVERLY	HOUSING 021021	2/10/2021		4100-021300-1252-231-210	76.00	218146		Equipment Lease/Rental	01687 SUSSEX COUNTY
			CHECK TOTAL	76.00	ACH PMT TOTAL						76.00
0000000	000061	PRINCE GEORGE ELECTRIC	2006028100 0221	2/03/2021		4100-021200-1276-221-210	686.92	218147		Electric	01687 # 2006028100
			CHECK TOTAL	686.92	ACH PMT TOTAL						686.92
0000000	001488	RRS FOODSERVICE	2165402	2/10/2021		4100-051500-1246-551-510	973.48	218148	N	Food Supplies	01687 # 1186626
			CHECK TOTAL	973.48	ACH PMT TOTAL						973.48
0000000	000187	SHANKO, JAMES	JS 020921	2/09/2021		4100-051500-1272-551-510	61.70	218149		Building Maintenance & Repair	01687 REIMBURSEMENT
			CHECK TOTAL	61.70	ACH PMT TOTAL						61.70
0000000	001787	SIMPLE COM	8714-CRS	1/29/2021		4100-021600-1234-261-210	35.00	218150		Telecommunications	01687 SUSSEX COUNTY
			8715	1/29/2021		4100-021600-1234-261-210	1,060.00	218150		Telecommunications	01687 SUSSEX COUNTY
			CHECK TOTAL	1,095.00	ACH PMT TOTAL						1,095.00
0000000	001524	SOFTWARE UNLIMITED	14	2/01/2021		4100-063100-1258-631-630	3,194.00	218151		Computer Software/Applications	01687 SUSSEX COMM ATTY
			CHECK TOTAL	3,194.00	ACH PMT TOTAL						3,194.00
0000000	001772	SOUTHSIDE ELECTRIC	COOPER 561962001 0221	2/04/2021		4100-021600-1276-264-210	117.55	218152		Electric	01687 # 561962001
			CHECK TOTAL	117.55	ACH PMT TOTAL						117.55
0000000	000162	SUFFOLK ENERGIES INC	37634719	1/29/2021		4100-021200-1278-221-210	572.98	218153		011	01687 # 66740484
			528464	1/31/2021		4100-021200-1278-221-210	1,103.47	218153		011	01687 # 66740484
			CHECK TOTAL	1,676.45	ACH PMT TOTAL						1,676.45
0000000	000399	SUSSEX COURTHOUSE	NO1 SCVFD-021221	2/12/2021		4100-021500-1254-253-210	1,023.00	218154		Equipment Maintenance	01687 REIMBURSEMENT
			CHECK TOTAL	1,023.00	ACH PMT TOTAL						1,023.00
0000000	000072	SUSSEX-SURRY DISPATCH	CA RENEWAL 2021	1/27/2021		4100-063100-1202-631-630	46.00	218155		Pub., Subsc., Books, Ref. Mat	01687 # 150701
			CHECK TOTAL	46.00	ACH PMT TOTAL						46.00
0000000	001766	THE SUPPLY ROOM	4239223-0	2/10/2021		4100-021600-1247-261-210	337.06	218156		Janitorial Supplies	01687 ANIMAL CONTROL
			4239223-0	2/10/2021		4100-021600-1241-261-210	724.14	218156		Office Supplies	01687 ANIMAL CONTROL
			4240329-0	2/11/2021		4100-031100-1241-311-310	27.44	218156		Office Supplies	01687 COMM OF REV
			CHECK TOTAL	1,088.64	ACH PMT TOTAL						1,088.64
0000000	000485	THOMSON WEST	843814254	2/01/2021		4100-063100-1202-631-630	74.62	218157		Pub., Subsc., Books, Ref. Mat	01687 # 1005559182
			CHECK TOTAL	74.62	ACH PMT TOTAL						74.62
0000000	001833	TRANSUNION RISK & ALTERNA	5687311-202101	2/01/2021		4100-051100-1229-512-510	150.00	218158		Other Professional Services	01687 # 5687311
			CHECK TOTAL	150.00	ACH PMT TOTAL						150.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0137205-001	10/02/2020		4100-062100-1241-621-620	17.17	218159		Office Supplies	01687 # SXCC-0
			0138010-001	12/21/2020		4100-062100-1241-621-620	91.54	218159		Office Supplies	01687 # SXCC-0
			0138010-002	12/22/2020		4100-062100-1241-621-620	17.17	218159		Office Supplies	01687 # SXCC-0
			0138025-001	12/22/2020		4100-062100-1241-621-620	27.40	218159		Office Supplies	01687 # SXCC-0
			0138031-001	1/07/2021		4100-062100-1241-621-620	112.00	218159		Office Supplies	01687 # SXCC-0
			0138192-001	1/15/2021		4100-063100-1241-631-630	94.90	218159		Office Supplies	01687 # SXGMAT-0
			0138192-002	1/19/2021		4100-063100-1241-631-630	180.99	218159		Office Supplies	01687 # SXGMAT-0
			CHECK TOTAL	541.17	ACH PMT TOTAL						541.17

P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000184 VA NETWORK FOR VICTIMS	2269	2/01/2021		4100-063100-1203-632-630	150.00	218160		Workshops and Conferences	01687 WYATT, KELLI
	DISC. TOTAL					.00			TOTAL	150.00
0000000	000087 VAN CLEEF AUTO PARTS INC	12110	12/17/2020		4100-021600-1265-261-210	388.69	218161		Vehicle Maintenance & Repairs	01687 # 27430
	DISC. TOTAL					.00			TOTAL	388.69
0000000	000087	12124	12/18/2020		4100-021600-1265-261-210	267.18	218161		Vehicle Maintenance & Repairs	01687 # 27430
0000000	000087	608109	12/31/2020		4100-021600-1247-261-210	23.91	218161		Janitorial Supplies	01687 # 27430
0000000	000087	610073	2/12/2021		4100-021500-1265-253-210	12.95	218161		Vehicle Maintenance & Repairs	01687 # 27430
	DISC. TOTAL					.00			TOTAL	692.73
0000000	000769 VERIZON	0156873625	1/31/2021		4100-061100-1234-613-610	101.80	218162		Telecommunications	01687 # 850451987000185
	DISC. TOTAL					.00			TOTAL	101.80
0000000	001693 VIRGINIA STAFFING GROUP	9921	2/07/2021		4100-021200-1229-221-210	483.20	218163		Other Prof. Ser. & Carpet Clea	01687 # 134
	DISC. TOTAL					.00			TOTAL	483.20
0000000	001408 WITMER PUBLIC SAFETY GRP.	2043618 001	7/06/2020		4100-051500-1244-551-510	36.00	218164		Uniform Services	01687 # SUSCOU
0000000	001408	2043654	7/06/2020		4100-051100-1244-512-510	21.00	218164		Uniform Services	01687 # SUSCOU
0000000	001408	2092383	2/10/2021		4100-021500-1244-253-210	142.16	218164		Uniform Services	01687 # SUSCO2
	DISC. TOTAL					.00			TOTAL	199.16
0000000	001915 WYATT, KELLI D.	KDW 020421	2/04/2021		4100-063100-1201-632-630	50.00	218165		Organization Membership	01687 REIMBURSEMENT
	DISC. TOTAL					.00			TOTAL	50.00
0000000	001644 XEROX FINANCIAL SERVICES	2407093	12/15/2020		4100-021300-1252-231-210	87.52	218166		Equipment Lease/Rental	01687 # 0200074478001
0000000	001644	2450298	1/15/2021		4100-021300-1252-231-210	118.00	218166		Equipment Lease/Rental	01687 # 0200074478001
0000000	001644	2494182	2/12/2021		4100-021300-1252-231-210	118.00	218166		Equipment Lease/Rental	01687 # 0200074478001
	DISC. TOTAL					.00			TOTAL	323.52
0000000	000049 JARRATT HARDWARE	2011-064835	11/06/2020		4100-021200-1272-221-210	45.97	218167		Building Maintenance & Repair	01687 #136
	DISC. TOTAL					.00			TOTAL	45.97
						.00			TOTAL	38,115.25
						.00			TOTAL	38,115.25

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 38,115.25- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

2/22/21
 DATE
2-22-21
 DATE
2/22/21
 DATE

Kelly Smith
 DIRECTOR OF FINANCE
Robert D. Cox
 COUNTY ADMINISTRATION
Destie J. Cox
 COUNTY TREASURER

P O NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
0000000	000245	00	DC0402102282102	2/25/2021		4100-099900-9999-	847.73	218179		Undistributed Expenses	01689 AFLAC / ALL
			DC0412102282102	2/25/2021		4100-099900-9999-	701.20	218179		Undistributed Expenses	01689 AFLAC(DISABILITY)/
			CHECK TOTAL	1,548.93	ACH PMT TOTAL	00 CPA PMT TOTAL	00	00	00	00	1,548.93
0000000	000881	ANTHEM BLUE CROSS AND	DC0012102282102	2/25/2021		4100-099900-9999-	40,885.50	218180		Undistributed Expenses	01689 HEALTH INS KEY S/N
			DC0022102282102	2/25/2021		4100-099900-9999-	2,340.00	218180		Undistributed Expenses	01689 HEALTH INS KEY DVA
			DC0032102282102	2/25/2021		4100-099900-9999-	1,138.00	218180		Undistributed Expenses	01689 HEALTH INS KEY FAM
			DC0042102282102	2/25/2021		4100-099900-9999-	939.50	218180		Undistributed Expenses	01689 HEALTH INS 500 FAM
			DC0062102282102	2/25/2021		4100-099900-9999-	2,796.00	218180		Undistributed Expenses	01689 HEALTH INS KEY500
			DC0122102282102	2/25/2021		4100-099900-9999-	939.50	218180		Undistributed Expenses	01689 HEALTH INS 500 CTY
			DC0152102282102	2/25/2021		4100-099900-9999-	1,531.00	218180		Undistributed Expenses	01689 TLC HIGH DEDUCT/FA
			CHECK TOTAL	50,569.50	ACH PMT TOTAL	00 CPA PMT TOTAL	00	00	00	00	50,569.50
0000000	001021	MINNESOTA LIFE INS CO	DC2002102282102	2/25/2021		4100-099900-9999-	514.57	218181		Undistributed Expenses	01689 OPT. LIFE
			CHECK TOTAL	514.57	ACH PMT TOTAL	00 CPA PMT TOTAL	00	00	00	00	514.57
			CHECK TOTAL	52,633.00	ACH PMT TOTAL	00 CPA PMT TOTAL	00	00	00	00	52,633.00
			CHECK TOTAL	52,633.00	ACH PMT TOTAL	00 CPA PMT TOTAL	00	00	00	00	52,633.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED

THE TOTAL 52,633.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2.25.2021

DATE

2-25-21

DATE

2/25/21

DATE

Kelly [Signature]
DIRECTOR OF FINANCE

Robert [Signature]
COUNTY ADMINISTRATION

Debra [Signature]
DEPUTY COX. TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001917	AMAZON CAPITAL SERVICES	IK11-1971-7F4X	2/22/2021	178.51	4100-061100-1241-613-610	178.51	218182	00	Office Supplies	01688 # ATUJ835E5CTAJC 178.51
00000000	001676	BERKLEY GROUP	NO#1A INV#6	2/16/2021	3,840.00	4100-021400-1225-241-210	3,840.00	218183	00	Management Consulting Service	01688 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	NO#5 INV#4	2/16/2021	7,900.00	4100-021400-1225-241-210	7,900.00	218183	00	Management Consulting Service	01688 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	NO#8 INV#1	2/16/2021	8,400.00	4100-021100-1228-211-210	8,400.00	218183	00	Contractual Services	01688 SUSSEX COUNTY
00000000	000738	BUTLER'S TOWING AND	7632	2/15/2021	162.50	4100-051100-1265-512-510	162.50	218184	00	Vehicle Maintenance & Repairs	01688 SUSSEX SHERIFF
00000000	000738	BUTLER'S TOWING AND	7658	2/22/2021	212.50	4100-051100-1265-512-510	212.50	218184	00	Vehicle Maintenance & Repairs	01688 SUSSEX SHERIFF
00000000	001485	CENTRAL AGRIBUSINESS	JR23353	2/10/2021	77.00	4100-051500-1246-551-510	77.00	218185	00	Food Supplies	01688 SUSSEX SHERIFF
00000000	001485	CENTRAL AGRIBUSINESS	JR23439	2/18/2021	77.00	4100-051500-1246-551-510	77.00	218185	00	Food Supplies	01688 SUSSEX SHERIFF
00000000	001630	CHENEY BROTHERS	12-920637161	2/17/2021	2,036.03	4100-051500-1246-551-510	2,036.03	218186	00	Food Supplies	01688 # 60030700
00000000	000024	CRATER YOUTH CARE	210056	2/12/2021	4,807.00	4100-081800-2110-863-810	4,807.00	218187	00	Crater Youth Care Commission	01688 FEB 2021 USAGE FEE
00000000	000845	CROWN CASTLE GT COMPANY	33846021	3/01/2021	1,293.42	4100-021500-1252-253-210	1,293.42	218188	00	Equipment Lease/Rental	01688 # 106663
00000000	000871	CRYSTAL SPRINGS	12841556 021621	2/16/2021	36.92	4100-063100-1277-631-630	36.92	218189	00	Water Services	01688 # 114253012841556
00000000	000871	CRYSTAL SPRINGS	6091788 010121	1/07/2021	13.88	4100-062100-1277-621-620	13.88	218189	00	Water Services	01688 # 11421076091788
00000000	000871	CRYSTAL SPRINGS	7302164 020421	2/04/2021	44.14	4100-061100-1277-611-610	44.14	218189	00	Water Services	01688 # 37281837302164
00000000	000983	DELL MARKETING L.P.	10462987310	2/09/2021	2,869.28	4100-021700-1255-271-210	2,869.28	218190	00	Maintenance Service Contract	01688 # 1453579
00000000	000902	DOC FARMER'S MARKET	MKT1817/7	2/16/2021	249.00	4100-051500-1246-551-510	249.00	218191	00	Food Supplies	01688 SUSSEX COUNTY JAIL
00000000	000902	DOC FARMER'S MARKET	MKT1818/3	2/22/2021	260.80	4100-051500-1246-551-510	260.80	218191	00	Food Supplies	01688 SUSSEX COUNTY JAIL
00000000	001651	DOCUMENT SYSTEMS	113235	2/18/2021	19.99	4100-021100-2120-211-210-203	19.99	218192	00	COVID-19 Expenses	01688 SUSSEX COUNTY
00000000	000084	DOMINION VIRGINIA POWER	1088433121 0221	2/01/2021	112.62	4100-021200-1276-221-210	112.62	218193	00	Electric	01688 # 1088433121
00000000	000084	DOMINION VIRGINIA POWER	3500335009 0221	2/01/2021	1,838.82	4100-021200-1276-221-210	1,838.82	218193	00	Electric	01688 # 3500335009
00000000	000084	DOMINION VIRGINIA POWER	4714897313 0221	2/01/2021	293.65	4100-021200-1276-221-210	293.65	218193	00	Electric	01688 # 4714897313
00000000	000084	DOMINION VIRGINIA POWER	6138125478 0221	2/04/2021	93.61	4100-021600-1276-264-210	93.61	218193	00	Electric	01688 # 6138125478
00000000	000084	DOMINION VIRGINIA POWER	6860160149 0221	2/01/2021	885.21	4100-021200-1276-221-210	885.21	218193	00	Electric	01688 # 6860160149
00000000	000084	DOMINION VIRGINIA POWER	7190905005 0221	2/01/2021	431.99	4100-021600-1276-263-210	431.99	218193	00	Electric	01688 # 7190905005
00000000	000084	DOMINION VIRGINIA POWER	7860242267 0221	2/01/2021	342.99	4100-021200-1276-221-210	342.99	218193	00	Electric	01688 # 7860242267
00000000	000084	DOMINION VIRGINIA POWER	9560347503 0221	2/01/2021	2,083.34	4100-021200-1276-221-210	2,083.34	218193	00	Electric	01688 # 7860242267
00000000	000084	DOMINION VIRGINIA POWER	9630317502 0221	2/01/2021	1,255.19	4100-021200-1276-221-210	1,255.19	218193	00	Electric	01688 # 9560347503
00000000	000084	DOMINION VIRGINIA POWER	9650330005 0221	2/01/2021	909.81	4100-021200-1276-221-210	909.81	218193	00	Electric	01688 # 9630317502
00000000	000084	DOMINION VIRGINIA POWER	8,247.23	2/01/2021	8,247.23	4100-021200-1276-221-210	8,247.23	218193	00	Electric	01688 # 9650330005

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000832		1770	1/09/2021		4100-051500-1277-551-510	51.84	218205		Water Services	01688 # 0402188473177
0000000	000832		1770	1/09/2021		4100-051500-1247-551-510	185.24	218205		Janitorial Supplies	01688 # 0402188473177
0000000	000832		1781	1/09/2021		4100-051500-1247-551-510	134.84	218205		Janitorial Supplies	01688 # 0402188473177
0000000	000832		2422	12/23/2020		4100-051500-1247-551-510	42.72	218205		Janitorial Supplies	01688 # 0402188473177
	DISC. TOTAL			458.16	ACH PMT TOTAL						458.16
0000000	001787	SIMPLE COM	9045-OTS	2/10/2021		4100-021100-1234-211-210	37.32	218206		Telecommunications	01688 SUSSEX COUNTY
0000000	001787		9046	2/10/2021		4100-021100-1234-211-210	1,065.00	218206		Telecommunications	01688 SUSSEX COUNTY
	DISC. TOTAL			1,102.32	ACH PMT TOTAL						1,102.32
0000000	000162	SUFFOLK ENERGIES INC	526411	12/31/2020		4100-021200-1278-221-210	57.70	218207		Oil	01688 # 66740484
0000000	000162		526411	12/31/2020		4100-021600-1278-264-210	815.30	218207		Diesel Fuel	01688 # 66740484
0000000	000162		526411	12/31/2020		4100-021600-1264-261-210	316.27	218207		Mileage	01688 # 66740484
	DISC. TOTAL			1,189.27	ACH PMT TOTAL						1,189.27
0000000	001822	TFELTSWELDING,LLC	TFELTS 021621	2/16/2021		4100-051500-1272-551-510	966.00	218208		Building Maintenance & Repair	01688 SUSSEX SHERIFF
	DISC. TOTAL			966.00	ACH PMT TOTAL						966.00
0000000	001766	THE SUPPLY ROOM	424984-0	2/19/2021		4100-051100-1241-512-510	40.14	218209		Office Supplies	01688 SHERIFF DEPT
0000000	001766		4246744-0	2/23/2021		4100-021100-1241-211-210	206.95	218209		Office Supplies	01688 SHERIFF ADMIN
	DISC. TOTAL			247.09	ACH PMT TOTAL						247.09
0000000	000296	TREASURER OF VIRGINIA	PAYOFF	2/17/2021		4100-095000-9330-	144,084.70	218210		DMCD Loan-WoodFuel Dev Reimb	01688 LOAN#11-CED-20
	DISC. TOTAL			144,084.70	ACH PMT TOTAL						144,084.70
0000000	000080	TRI CITY OFFICE PRODUCTS	0138365-001	2/05/2021		4100-063100-1241-631-630	215.75	218211		Office Supplies	01688 # SXCHAT-0
0000000	000080		0138365-002	2/08/2021		4100-063100-1241-631-630	104.55	218211		Office Supplies	01688 # SXCHAT-0
0000000	000080		0138400-001	2/16/2021		4100-063100-1233-631-630	40.00	218211		Printing	01688 # SXCHAT-0
0000000	000080		0138465-001	2/16/2021		4100-063100-1241-631-630	440.03	218211		Office Supplies	01688 # SXCHAT-0
	DISC. TOTAL			800.33	ACH PMT TOTAL						800.33
0000000	000407	U.S. POSTAL SERVICE	USPS 021621	2/16/2021		4100-041100-1231-411-410	3,000.00	218212		Postage	01688 ACCT# 31068257
	DISC. TOTAL			3,000.00	ACH PMT TOTAL						3,000.00
0000000	000374	V.A.A.O.	VA40 20 DMES	2/10/2021		4100-031100-1201-311-310	105.00	218213		Organization Membership	01688 ACCT# 133
	DISC. TOTAL			105.00	ACH PMT TOTAL						105.00
0000000	000039	VERIZON WIRELESS	9871037630	1/10/2021		4100-011100-1234-111-110	137.29	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021100-1234-211-210	275.95	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021200-1234-221-210	89.50	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021300-1234-231-210	218.85	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021400-1234-241-210	89.33	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021400-1234-242-210	107.96	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021500-1234-253-210	88.90	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-261-210	227.31	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-262-210	194.90	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-263-210	40.01	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-031100-1234-311-310	40.01	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021100-1234-211-210-203	107.96	218214		COVID-19 Expenses	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-023100-1234-291-230	40.01	218214		Telecommunications	01688 # 805250394-00001
	DISC. TOTAL			1,657.98	ACH PMT TOTAL						1,657.98

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PHT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000039		9873726374	2/19/2021		4100-021100-1299-211-210	217.80	218220			Miscellaneous Others	01688 # 742284843-00001
0000000	000039		9873726374	2/19/2021		4105-071100-1234-711-710	2,786.82	218220			Telecommunications	01688 # 742284843-00001
			CHECK TOTAL	4,604.49	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PHT TOTAL			.00	4,604.49
			CHECK TOTAL	216,502.47	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PHT TOTAL			.00	216,502.47
			CHECK TOTAL	216,502.47	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PHT TOTAL			.00	216,502.47

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 THE TOTAL 216,502.47- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2/25/2021

DATE 2-25-21

DATE 2/25/21

Kerry M. [Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DESTE J. FOX, TREASURER

PAYROLL DEDUCTION CHECKS



P/O NO	VEND NO	VENDOR NAME	INVOICE NO	INVOICE DATE	ACCOUNT NO	NET AMOUNT	CHECK NO	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040210228210200	2/26/2021	100-000200-0100-	759.72	218169		00000
00000	000245		DC040210228210200	2/26/2021	105-000200-0100-	143.87	218169		00000
00000	000245		DC041210228210200	2/26/2021	100-000200-0100-	561.69	218169		00000
00000	000245		DC041210228210200	2/26/2021	105-000200-0100-	178.51	218169		00000
					CHECK TOTAL	1,642.79			
00000	000881	ANTHEM BLUE CROSS AND	DC001210228210200	2/26/2021	100-000200-0100-	30,769.50	218170		00000
00000	000881		DC001210228210200	2/26/2021	105-000200-0100-	10,537.50	218170		00000
00000	000881		DC002210228210200	2/26/2021	100-000200-0100-	1,560.00	218170		00000
00000	000881		DC002210228210200	2/26/2021	105-000200-0100-	780.00	218170		00000
00000	000881		DC003210228210200	2/26/2021	100-000200-0100-	1,138.00	218170		00000
00000	000881		DC004210228210200	2/26/2021	100-000200-0100-	939.50	218170		00000
00000	000881		DC006210228210200	2/26/2021	100-000200-0100-	2,795.00	218170		00000
00000	000881		DC012210228210200	2/26/2021	100-000200-0100-	939.50	218170		00000
00000	000881		DC015210228210200	2/26/2021	100-000200-0100-	1,531.00	218170		00000
					CHECK TOTAL	50,991.00			
00000	001397	LEGAL SHIELD	DC097210228210200	2/26/2021	100-000200-0100-	11.98	218171		00000
00000	001397		DC097210228210200	2/26/2021	105-000200-0100-	31.90	218171		00000
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210228210200	2/26/2021	100-000200-0100-	398.72	218172		00000
00000	001021		DC200210228210200	2/26/2021	105-000200-0100-	119.00	218172		00000
					CHECK TOTAL	517.72			
00000	000872	NATIONWIDE RETIREMENT	DC090210228210200	2/26/2021	100-000200-0100-	745.00	218173		00000
00000	000872		DC090210228210200	2/26/2021	105-000200-0100-	195.00	218173		00000
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210228210200	2/26/2021	100-000200-0100-	238.34	218174		00000
					CHECK TOTAL	238.34			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114210228210200	2/26/2021	100-000200-0100-	121.33	218175		00000
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080210228210200	2/26/2021	100-000200-0100-	2,371.76	218176		00000
					CHECK TOTAL	2,371.76			
00000	000831	VACORP	DC035210228210200	2/26/2021	100-000200-0100-	167.41	218177		00000
00000	000831		DC035210228210200	2/26/2021	105-000200-0100-	112.89	218177		00000
					CHECK TOTAL	280.30			
00000	001027	VALIC RETIREMENT	DC091210228210200	2/26/2021	100-000200-0100-	1,115.00	218178		00000
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	58,262.12			
					FINAL TOTAL	58,262.12			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 THE TOTAL 58,262.12- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2-24-21
 DATE
 [Signature]

[Signature]
 COUNTY ADMINISTRATOR

P/O NO	VEND NO	VENDOR NAME	INVOICE NO	INVOICE DATE	ACCOUNT NO	NET AMOUNT	CHECK NO	BATCH	DESCRIPTION
00000	000245	AFLAC	DC040210216210200	2/16/2021	100-000200-0100-	813.58	218066	00000	
00000	000245		DC040210216210200	2/16/2021	105-000200-0100-	143.87	218066	00000	
00000	000245		DC041210216210200	2/16/2021	100-000200-0100-	600.69	218066	00000	
00000	000245		DC041210216210200	2/16/2021	105-000200-0100-	178.51	218066	00000	
					CHECK TOTAL	1,736.65			
00000	000881	ANTHEM BLUE CROSS AND	DC001210216210200	2/16/2021	100-000200-0100-	32,034.00	218067	00000	
00000	000881		DC001210216210200	2/16/2021	105-000200-0100-	9,694.50	218067	00000	
00000	000881		DC002210216210200	2/16/2021	100-000200-0100-	1,560.00	218067	00000	
00000	000881		DC002210216210200	2/16/2021	105-000200-0100-	780.00	218067	00000	
00000	000881		DC003210216210200	2/16/2021	100-000200-0100-	1,138.00	218067	00000	
00000	000881		DC004210216210200	2/16/2021	100-000200-0100-	939.50	218067	00000	
00000	000881		DC006210216210200	2/16/2021	100-000200-0100-	2,796.00	218067	00000	
00000	000881		DC012210216210200	2/16/2021	100-000200-0100-	939.50	218067	00000	
00000	000881		DC015210216210200	2/16/2021	100-000200-0100-	1,531.00	218067	00000	
					CHECK TOTAL	51,412.50			
00000	001397	LEGAL SHIELD	DC097210216210200	2/16/2021	100-000200-0100-	11.98	218068	00000	
00000	001397		DC097210216210200	2/16/2021	105-000200-0100-	31.90	218068	00000	
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210216210200	2/16/2021	100-000200-0100-	401.87	218069	00000	
00000	001021		DC200210216210200	2/16/2021	105-000200-0100-	119.00	218069	00000	
					CHECK TOTAL	520.87			
00000	000872	NATIONWIDE RETIREMENT	DC090210216210200	2/16/2021	100-000200-0100-	745.00	218070	00000	
00000	000872		DC090210216210200	2/16/2021	105-000200-0100-	195.00	218070	00000	
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210216210200	2/16/2021	100-000200-0100-	238.34	218071	00000	
					CHECK TOTAL	238.34			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114210216210200	2/16/2021	100-000200-0100-	121.33	218072	00000	
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080210216210200	2/16/2021	100-000200-0100-	2,371.76	218073	00000	
					CHECK TOTAL	2,371.76			
00000	000831	VACORP	DC035210216210200	2/16/2021	100-000200-0100-	167.41	218074	00000	
00000	000831		DC035210216210200	2/16/2021	105-000200-0100-	112.89	218074	00000	
					CHECK TOTAL	280.30			
00000	001027	VALIC RETIREMENT	DC091210216210200	2/16/2021	100-000200-0100-	1,115.00	218075	00000	
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	58,780.63			
					FINAL TOTAL	58,780.63			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL, \$58,780.63, EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

DATE: 2/16/21
 COUNTY ADMINISTRATOR: *Danville J. Williams*

Danville J. Williams
 2/19/21

SUSSEX COUNTY
TREASURER'S REPORT

SUBMITTED BY DESTE J. COX, TREASURER

February 28, 2021



TREASURER'S OFFICE

DESTE JARRATT COX
TREASURER
SUSSEX COUNTY

15074 COURTHOUSE ROAD
P.O. BOX 1399
SUSSEX, VA. 23884

Phone (434)246-1086 or
(434)246-1087
Fax (434)246-2347

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business February 28, 2021

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$113,486.71	
Plus Cr Card Merch Fee - in bank, not in office---JE-----	\$621.30	
Plus Bank Service Charge - in bank, not in office---JE-----	\$181.96	
Plus Cr Card Deposits in Transit - in office, not in bank-----	\$2,486.23	
Less Outstanding Checks not cleared bank-----		\$116,776.20

BSV #301- STONY CREEK, VA

Bank Balance-----	\$5,052,739.10	
Plus Deposits in Transit - in office, not in bank-----	\$1,269.60	
Plus Bank Service Charge - in bank, not in office---JE-----	\$11.89	
Plus NSF Check - in bank, not in office-----	\$405.13	
Less Outstanding Checks not cleared bank-----	(\$1,176,304.61)	
Less Deposits in Transit - in bank, not in office-----	(\$7,291.55)	\$3,870,829.56

SONA #401- WAVERLY, VA

Bank Balance-----	\$17,222.40	
Less Deposits in Transit - in bank, not in office-----	(\$0.66)	\$17,221.74
Investments and CD's-----		
#30380034 - SONA #451	\$2,296,447.97	
#30371954 - SONA #451	\$1,010,220.63	
#30381744 - SONA #451	\$2,000,000.00	
		\$5,306,668.60

QZAB -06 #702 Investment Balance----- \$1,802,343.38

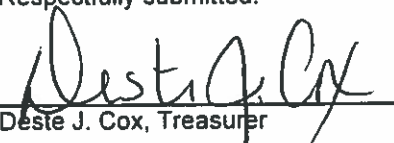
LGIP INVESTMENT #803 Investment Balance----- \$2,384,985.00

VA INV POOL #804 Investment Balance----- \$7,619,159.05

TOTAL IN BANKS REC W/GL----- \$21,117,983.53

Letters or statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balance as listed above.

Respectfully submitted:


Deste J. Cox, Treasurer

kbe

BALANCE SHEET - COMPARATIVE PERIODS

2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND

GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
		.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	1,000.00	1,000.00
000100-0201	BB&T - MM Checking	5,486,539.69	5,948,157.27	122,871.15	116,776.20
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	370,211.57	55,994.66	4,457,714.13	3,870,829.56
000100-0302	BSV - Investment Acct	.00	.00	.00	.00
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	306,523.36	16,528.96	14,504.42	17,221.74
000100-0451	SONA BANK (SB) CD'S	2,219,253.59	2,228,143.93	3,247,108.11	5,306,668.60
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	802,180.47	880,074.23	957,943.21	.00
000100-0702	Bk of America QZAB 06 Escrow	1,363,930.56	1,506,587.41	1,652,917.16	1,802,343.38
000100-0803	LGIP - Investments	4,615,757.54	2,444,842.61	6,355,317.00	2,384,985.00
000100-0804	VIP - Investments	.00	4,525,220.96	2,107,586.09	7,619,159.05
000100-0805	Mentor Snap - VPSA Bond Proceeds	.00	.00	.00	.00
000100-0806	Va.Snap/PFM-VPSA Int. Acct	.00	.00	.00	.00
000100-0901	NSF Checks	2,929.56	852.76	688.46	746.31
	ASSETS	15,167,926.34	17,607,002.79	18,917,649.73	21,119,729.84
	TOTAL ASSETS	15,167,926.34	17,607,002.79	18,917,649.73	21,119,729.84
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	7,837,651.84	10,120,971.06	8,260,770.68	10,853,608.61
000300-0105	VPA Fund	.00	.00	83,940.80	46,395.18
000300-0110	CSA Fund	131,558.50	46,579.72	56,423.82	52,891.52
000300-0115	BJA Trust Fund	.00	.00	.00	.00
000300-0120	IPR Loan Program Fund	.00	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	36,300.83	38,856.92	25,832.44	19,327.00
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	58,821.99	59,166.99	59,677.99	60,132.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	17,526.99	27,219.83	17,312.40	11,806.65
000300-0135	Reserve for CP and DS	3,579,875.02	3,596,905.02	5,622,609.02	5,460,684.53
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	28,135.26	28,873.14	30,164.31	31,295.00
000300-0251	School Fund	.00	.00	.00	.00
000300-0252	School Food Services Fund	3,912.62	60,357.25	55,104.26	145,086.13
000300-0253	Summer Food Service Fund	5,535.81	5,933.61	11,351.80	.00
000300-0254	Title and Grant fund	525,520.45	548,555.86	850,435.08	984,347.88

BALANCE SHEET - COMPARATIVE PERIODS

2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND

GL070C

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021
		Bal. Sheet 2017/07 Thru 2018/02	Bal. Sheet 2018/07 Thru 2019/02	Bal. Sheet 2018/07 Thru 2020/02	Bal. Sheet 2020/07 Thru 2021/02
000300-0255	School Textbook Fund	256,142.36-	138,955.72-	76,470.57-	82,595.80-
000300-0256	Smart Beg,Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	198,033.05-	200,230.05-	203,676.05-	207,182.05-
000300-0302	General Capital Projects Fund	331,368.35-	337,502.66-	656,921.74-	1,051,015.86-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	86,740.39	141,535.27	29,525.77	29,525.77
000300-0306	Cabin Point - Industrail Park Fund	9,723.89	16,523.88	19,723.88	45,814.50-
000300-0307	Henry - Industrial Park Fund	113,991.84-	113,991.84-	153,980.77-	153,980.77-
000300-0723	Robert Mitchell Scholarship Fund	25,183.17-	25,284.17-	25,469.17-	25,634.17-
000300-0724	Waw/Wak Rotary Scholarship Fund	31,004.86-	34,316.86-	32,553.86-	30,716.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	30,139.83-	30,975.83-	32,177.83-	33,368.83-
000300-0726	Millard D. Stith Sch. Fund	100,000.00-	102,424.00-	102,582.00-	.00
000300-0733	Special Welfare Fund	952.67-	11,307.57-	22,198.33-	59,475.64-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	FUND EQUITY	12,944,248.92-	15,156,475.01-	16,217,555.63-	19,220,051.16-
	TOTAL PRIOR YR FUND BALANCE	12,944,248.92-	15,156,475.01-	16,217,555.63-	19,220,051.16-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,344.51-	.00	.00	.00
000400-0002	Cash Over and Short	63.86-	5.79-	51.62-	177.25-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	9,493.18-	3,621.25-	3,495.27-	4,739.51-
000400-0013	Prepaid Taxes - RE	21,406.34-	35,932.60-	21,451.84-	28,183.54-
000400-0014	Available PTR for Distrib \$1.093M	.00	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	802,180.47-	880,074.23-	957,943.21-	.00
000400-0016	QZAB 2006 Escrow Acct.	1,363,930.56-	1,506,587.41-	1,652,917.16-	1,802,343.38-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	70,610.00-	76,735.00-	64,235.00-	64,235.00-
000400-0101	Commonwealth Current Credit Account	.00	.00	.00	.00
000400-0102	Commonwealth Current Debit Account	.00	.00	.00	.00
000400-0103	Commonwealth Cur C-DHCD Ln-Woodfued	.00	.00	.00	.00
000400-0104	Escrow Sheriff's Sales (SHSALE)	.00	.00	.00	.00
000400-0150	Health Insurance Cont. Fund (HINS)	45,351.50	52,428.50	.00	.00
	OTHER ACCOUNTS	2,223,677.42-	2,450,527.78-	2,700,094.10-	1,899,678.68-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	.00	.00	.00	.00
000401-0102	Escrow for Rescue Vehicles	.00	.00	.00	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
		2,223,677.42-	2,450,527.78-	2,700,094.10-	1,899,678.68-
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-0000	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-1990	Real Estate - 1990	.00	.00	.00	.00
000501-1991	Real Estate - 1991	.00	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS

2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000501-1992	Real Estate - 1992	.00	.00	.00	.00
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	.00	.00	.00	.00
000501-1995	Real Estate - 1995	.00	.00	.00	.00
000501-1996	Real Estate - 1996	.00	.00	.00	.00
000501-1997	Real Estate - 1997	.00	.00	.00	.00
000501-1998	Real Estate - 1998	86.04	.00	.00	.00
000501-1999	REAL ESTATE - 1999	121.68	121.68	.00	.00
000501-2000	Real Estate - 2000	168.00	168.00	168.00	168.00
000501-2001	Real Estate - 2001	168.00	168.00	168.00	168.00
000501-2002	Real Estate - 2002	182.00	182.00	182.00	182.00
000501-2003	Real Estate - 2003	182.00	182.00	182.00	182.00
000501-2004	REAL ESTATE - 2004	187.85	187.85	187.85	187.85
000501-2005	Real Estate - 2005	187.85	187.85	187.85	187.85
000501-2006	Real Estate - 2006	161.28	161.28	161.28	161.28
000501-2007	Real Estate - 2007	161.28	161.28	161.28	161.28
000501-2008	REAL ESTATE - 2008	274.41	274.41	264.55	264.55
000501-2009	RE - 2009	529.20	529.20	442.26	442.26
000501-2010	Real Estate - 2010	1,185.54	907.62	613.44	462.24
000501-2011	Real Estate - 2011	2,095.05	1,657.33	613.44	462.24
000501-2012	Real Estate - 2012	4,139.54	3,015.21	1,343.28	894.01
000501-2013	Real Estate - 2013	10,096.73	5,981.92	3,227.60	2,270.85
000501-2014	Real Estate - 2014	20,158.09	11,841.32	6,013.92	4,481.42
000501-2015	Real Estate - 2015	39,020.96	28,374.34	10,087.96	6,234.98
000501-2016	Real Estate - 2016	115,205.55	69,253.76	30,667.53	16,391.46
000501-2017	Real Estate - 2017	282,756.80	127,059.66	62,300.54	30,992.35
000501-2018	Real Estate - 2018	.00	300,072.67	116,036.28	58,883.11
000501-2019	Real Estate - 2019	.00	.00	298,564.86	107,643.97
000501-2020	Real Estate - 2020	.00	.00	.00	259,405.42
000501-2021	Real Estate - 2021	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes UNCOLLECTED TAXES - RE	477,067.85-	550,487.38-	531,573.92-	490,227.12-
000502-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	.00	.00	.00	.00
000502-2010	PP - 2010	.00	.00	.00	.00
000502-2011	PP - 2011	.00	.00	.00	.00
000502-2012	PP - 2012	.00	.00	.00	.00
000502-2013	PP - 2013	11,993.67	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2021/02

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021
		Bal. Sheet 2017/07 Thru 2018/02	Bal. Sheet 2018/07 Thru 2019/02	Bal. Sheet 2019/07 Thru 2020/02	Bal. Sheet 2020/07 Thru 2021/02
000502-2014	PP - 2014	22,891.86	20,161.70	.00	.00
000502-2015	PP - 2015	26,871.45	22,053.59	16,107.41	15,216.10
000502-2016	PP - 2016	122,633.48	97,550.74	86,763.78	30,473.20
000502-2017	PP - 2017	426,204.62	59,044.79	28,780.40	21,534.21
000502-2018	PP - 2018	.00	303,412.13	41,250.76	25,252.88
000502-2019	PP - 2019	.00	.00	359,549.18	61,938.47
000502-2020	PP - 2020	.00	.00	.00	398,102.16
000502-2021	PP - 2021	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	610,595.08-	502,222.95-	532,451.53-	552,517.02-
	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-0000	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	.00	.00	.00	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-2019	PSC - 2019	.00	.00	3,661.87	.00
000503-2020	PSC - 2020	.00	.00	.00	.00
000503-2021	PSC - 2021	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	.00	.00	3,661.87-	.00
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000504-2015	BL - 2015	.00	.00	.00	.00
000504-2016	BL - 2016	.00	.00	.00	.00
000504-2017	BL - 2017	.00	.00	.00	.00
000504-2018	BL - 2018	32.00-	32.00-	.00	.00
000504-2019	BL - 2019	.00	128.79	.00	.00
000504-2020	BL - 2020	.00	.00	633.40	.00
000504-2021	BL - 2021	.00	.00	.00	2,377.82
000504-2022	BL - 2022	.00	.00	.00	.00
000504-9999	Reserve for Buisness License	32.00	96.79-	633.40-	2,377.82-
	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	.00	.00	50.00-	50.00-

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000520-9999	Reserve for DMV Withholding Fees	.00	.00	50.00	50.00
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	.00	.00	.00	.00
000521-9999	Reserve for Administrative Fees	.00	.00	.00	.00
	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000600-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
000601-0000	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000601-2009	State Income Tax - 2009	.00	.00	.00	.00
000601-2010	State Income Tax - 2010	.00	.00	.00	.00
000601-2011	State Income Tax - 2011	.00	.00	.00	.00
000601-2012	State Income Tax - 2012	.00	.00	.00	.00
000601-2013	State Income Tax - 2013	.00	.00	.00	.00
000601-2014	State Income Tax - 2014	.00	.00	.00	.00
000601-2015	State Income Tax - 2015	.00	.00	.00	.00
000601-2016	State Income Tax - 2016	3,876.58	.00	.00	.00
000601-2017	State Income Tax - 2017	24.00	.00	.00	.00
000601-2018	State Income Tax - 2018	.00	.00	8,632.00	.00
000601-2019	State Income Tax - 2019	.00	.00	.00	.00
000601-2020	State Income Tax - 2020	.00	.00	.00	.00
000601-2021	State Income Tax - 2021	.00	.00	.00	.00
000601-9999	Reserve - State Income	3,900.58-	.00	8,632.00-	.00
	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
		.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	3,541.61	3,951.09	6,444.40	8,510.62
000702-9999	Reserve for IPR Loan Payments	3,541.61-	3,951.09-	6,444.40-	8,510.62-
	IPR Loan Payments Receivable	.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	.00	.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments	.00	.00	.00	.00
	CDBG Loan Payments Receivable	.00	.00	.00	.00
		.00	.00	.00	.00

SUSSEX COUNTY
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

February 28, 2021

SUSSEX COUNTY - DESTE J. COX, TREASURER

REVENUE/EXPENDITURE SUMMARY REPORT

FEBRUARY 28, 2021

General Fund

REVENUES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 2/28/2021	PRIOR FY - YTD Through 2/28/2020	COLLECTED % YTD
Real Estate - 2020				4,993,400	76,771	4,902,282	4,866,682	98.2%
Public Service Corp - 2020				792,560	0	746,151	762,817	94.1%
Personal Property - 2020				2,742,650	82,933	2,710,717	2,285,381	98.8%
Machinery & Tools - 2020				1,118,800	0	1,097,731	1,107,709	98.1%
Local Sales & Use Taxes (net)				849,528	92,488	639,085	638,819	75.2%
Transient Occupancy Tax				48,000	2,567	20,674	35,822	43.1%
Consumer Utility Taxes				92,000	15,517	58,596	59,101	63.7%
Business License Taxes				61,300	10,567	38,711	43,496	63.2%
Motor Vehicle Licenses				224,850	15,690	195,384	194,297	86.9%
Landfill Tipping Fees				5,536,489	406,001	3,832,336	4,531,693	69.2%
Delinquent Taxes RE				122,000	16,013	157,594	164,089	129.2%
Delinquent Tax Personal Property				80,500	2,378	75,472	58,076	93.8%
Penalties - All Property				92,000	19,206	66,172	79,178	71.9%
Interest - All Property				23,000	3,468	34,884	19,102	151.7%
Court Fines				1,125,000	61,866	436,395	759,119	38.8%
State				5,574,938	463,001	4,821,541	3,164,394	86.5%
Designated Use of Fund Balance				3,491,270	0	0	1,002,126	0.0%
EXPENDITURES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 2/28/2021	PRIOR FY - YTD Through 2/28/2020	SPENT % YTD
General Government				4,793,931	414,511	3,159,430	1,482,025	65.9%
Judicial Administration				1,168,798	91,784	740,833	697,697	63.4%
Fire, Rescue, EMS				2,078,411	145,349	1,156,571	1,211,307	55.6%
Sheriff's Operations & Jail				4,751,085	324,364	2,745,805	2,748,775	57.8%
Public Works				1,612,087	93,393	797,478	941,898	49.5%
Health & Welfare				870,386	140,304	501,398	533,742	57.6%
Education				8,003,652	554,421	3,519,492	4,450,219	44.0%
Parks Rec & Cultural Enrichment				240,065	0	186,299	172,524	77.6%
Planning/Community Dev				2,963,926	58,529	1,531,077	1,024,412	51.7%
Debt Service				1,421,641	144,085	1,615,033	1,845,814	113.6%

* FYE20 includes additional month fees in amount of \$536,509

** FYE21 Includes \$973,580 Cares Act Funds & \$469,151 Broadband Cares Act Funds

*** FYE21 Includes Cares Act Expenditures

				ANNUAL	CURRENT MONTH	ACTUAL 2/28/2021	YTD 2/28/2020	Spent %
EXPENDITURES				BUDGET	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD
Board of Supervisors				210,117	9,499	127,865	101,357	60.9%
Administration				3,315,373	227,950	2,339,705	685,793	70.6%
IT & Central Acct				38,765	2,869	40,294	32,602	103.9%
County Attorney				150,000	7,500	79,269	112,364	52.8%
Registrar/Board of Elections				243,798	115,897	139,009	114,185	57.0%
Com of Rev/Reassess				415,431	20,396	173,243	164,203	41.7%
Treas/Lic Bureau				420,448	30,400	260,045	271,520	61.8%
General Government				4,793,931	414,511	3,159,430	1,482,025	65.9%
Courts				98,324	4,687	57,362	54,924	58.3%
Clerk of Courts				406,111	30,297	244,832	240,042	60.3%
Com Atty/Vic Wit				664,363	56,799	438,640	402,730	66.0%
Judicial Administration				1,168,798	91,784	740,833	697,697	63.4%
Fire/Rescue/EMS				1,710,023	111,246	901,620	1,059,120	52.7%
Aminal Control				368,388	34,102	254,952	152,188	69.2%
Fire, Rescue, EMS				2,078,411	145,349	1,156,571	1,211,307	55.6%
Court Sec/Spot/FO/E911				2,818,138	173,663	1,608,676	1,526,576	57.1%
Confinement of Inmates				1,812,050	125,283	1,051,081	1,146,512	58.0%
Crater Crim Justice Aca.				120,897	25,417	86,048	75,687	71.2%
Sheriff's Operations & Jail				4,751,085	324,364	2,745,805	2,748,775	57.8%
Building & Grounds				599,892	36,416	346,919	378,183	57.8%
Envir Inspections				305,745	7,730	87,454	108,631	28.6%
General Works				92,400	3,538	55,689	97,628	60.3%
Convenience Ctrs.				491,550	45,710	305,072	348,985	62.1%
Refuse Disposal				122,500	0	2,344	8,471	1.9%
Public Works				1,612,087	93,393	797,478	941,898	49.5%
Health - Outside Agencies				225,534	0	150,394	221,549	66.7%
Com. Support Services - Outside Agencies				140,304	140,304	91,068	103,282	64.9%
Local Contrib to DSS				331,490	0	159,702	128,406	48.2%
Local Contrib to CSA				173,058	0	100,235	80,505	57.9%
Health & Welfare				870,386	140,304	501,398	533,742	57.6%
Educ Contrib - Outside Agencies				4,482	0	4,482	2,995	100.0%
Local Contrib to Sch Fd				7,999,170	554,421	3,515,010	4,447,224	43.9%
Education				8,003,652	554,421	3,519,492	4,450,219	44.0%
Library/Cultural - Outside Agencies				204,065	0	156,299	147,524	76.6%
Recreational Contrib- Outside Agencies				36,000	0	30,000	25,000	83.3%
Parks Rec & Cultural Enrichment				240,065	0	186,299	172,524	77.6%
Housing				131,105	9,016	75,499	76,542	57.6%
CDBG Pocahantas Grt				328,985	0	28,203	293,762	8.6%
DHCD UNOS Grt				959,650	13,720	107,059	290,348	11.2%
VHDA COVID19 Grt				40,000	0	5,524	0	13.8%
VHDA HUD COVID19 Grt				13,750	0	13,333	0	97.0%
Planning/Building/Zoning				494,804	35,793	318,327	296,420	64.3%
Crater Planning Com				9,790	0	9,790	9,790	100.0%
IDA				961,517	0	949,017	12,500	98.7%
Va Gateway Region				21,025	0	21,025	42,050	100.0%
Crater SBDC				3,300	0	3,300	3,000	100.0%
Planning/Community Dev				2,963,926	58,529	1,531,077	1,024,412	51.7%
Debt Service				1,421,641	144,085	1,615,033	1,845,814	113.6%
Debt Service				1,421,641	144,085	1,615,033	1,845,814	113.6%



Animal Services

March 18, 2021
Monthly Report



OFFICE OF ANIMAL SERVICES
BROOKLYN CARPENTER
ANIMAL SERVICES OFFICER
(434) 246-1044 – FAX (434) 246-6013
EMAIL: BCARPENTER@SUSSEXCOUNTYVA.GOV



COUNTY OF SUSSEX, VIRGINIA
POST OFFICE BOX 1397
15080 COURTHOUSE ROAD
SUSSEX, VIRGINIA 23884

FEBRUARY, 2021

TO: RICHARD DOUGLAS, COUNTY ADMINISTRATOR
FROM: BROOKLYN CARPENTER, ANIMAL SERVICES OFFICER
SUBJECT: JANUARY 2021 MONTHLY REPORT

=====
Enclosed is the JANUARY 2021 monthly report.

Animal Services Monthly Report: Attached is the JANUARY 2021 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, twenty-three (23) canines were rescued, thirty-one (31) canines were returned to owner. One (1) was adopted. One (1) canine was euthanized for aggression.

This month, eleven (11) felines rescued, zero (0) were adopted and zero (0) fostered. Zero (0) felines were euthanized.

Daily Operation Data: Attached in the monthly daily operations data. The data shows the various task and functions preforms by the Officers daily. Please read the description for each category for a better understanding and the hours spent each month.

Administration: The Administration category is very broad and includes the officer’s paperwork, time at the County Administration Office and taking moneys collected to the Treasurer’s Office. Each animal that is picked-up and received at the shelter must have a report and paperwork throughout it’s time there. This category also includes coping files, printing photographs for cases and court cases and written reports. **Total for January (17) Hour**

Patrol: Each Officer is required to patrol a designated area of the County each month. They are looking for stray animals, code violations, and animal welfare checks and ensure the citizens have their County Licenses and Rabies shots just to mention a few task. **Total for January (63.5) Hours**

Total Number of Calls for Service: A new category will be added to the report each month. This data is needed to understand the call volume within the Division. This number will be all calls received from the County Dispatch Center “# of calls” and, all “In house calls”, those calls received at the shelter or direct calls to staffing. **Total for January r (27) Calls**

Complaints: These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for January (43.5) Hours**

Welfare Checks: These are either response from phone calls and/or while on patrol. These times are recorded since we need to understand how many hours are spent on this task. **Total for January (24) Hours**

Rabies/License Check: While on Patrol or on-duty, if an animal, pen, kennel and/or evidence that an animal is present; the Officer will check to ensure the owner of the animals has their County License and their Rabies shots are current. **Total for January r (3) Hours**

Phone Call/In/Out: During their daily task, the Officers receive and return phone calls throughout the day. These could include communications with the staff members, answering questions for the citizens and addressing concerns, just to list a few examples. **Total in January (27.5) Hours**

Investigation: While answering complaints and/or on patrol, the Officers may come across different situations such as animal cruelty, lack of care for the animals, neglect and lack of medical attention, improper care of the animals to list a few examples. The Officer will investigate the case to gather the facts, interview witnesses, communicate with the animal owner or caregiver, take photos to record the scene and gather evidence to present to the courts if needed. The Officer may have to return multiple times to gather the needed information. **Total in January (10) Hours**

Follow up Visit: While on Patrol or addressing a complaint, if an Officer identifies a code violation with an animal, the Officer will attempt to work with the owner/caregiver to resolve the issue through education provide the code section information and explain the violation and possible way to resolve the problem. The owner will be given 10 days to resolve the issue unless they have been cited for the same violation before or it is a safety, health and/or animal Welfare issue. In these listed cases, a follow-up visit is required to ensure compliance on the identified issue. **Total in January (17.5) Hours**

Summons: Whenever a code can't be resolved through education, information provided, working with the animal owner and other related examples, a summons will be given as a last result. In cases where the animal owner has been warned once before about an issue, cases of animal cruelty and neglect, not getting a county licenses/rabies shots and other related examples, a summons shall be issued. **Total in January (4) Hours**

After Hour Cases: Since emergency animal complaints and bites occur all the time, the Officers will be required to respond to such emergency after hours and on weekends. **Total in January 11) Hours**

Training: Each Officer is required to attend in-service hour each two (2) years. Also, the division provides training in-house during the month and also during our monthly staff meetings. **Total in January (0) Hours**

Rabies Clinic: The Officers assist the veterinarian with rabies vaccinations. Several times a year, a local rabies vaccination clinic is held throughout the county to reduce the normal cost to the citizens. **Total in January (0) Hours**

Equipment/Shelter Maintenance: The Officers provide maintenance on the shelter, traps; vehicles (wash and disinfect vehicles) and grounds whenever possible. This reduces the cost of operations and down time waiting on an outside vendor to respond to the request. **Total in January (0) Hours**

Veterinarian: Our Officers from time to time must carry animals from the shelter to our veterinarian for medical reasons, injuries, medical treatment and other related issues. **Total in January (15) Hours**

Landfill: Great strides are being made to reduce the number of Euthanized animals at our shelter. However, from time to time an animal may die within the shelter; an animal may have to be euthanized due to aggression, deemed dangerous by the courts and other related examples. In such rare cases, the animals must be properly disposed of at the county landfill. The shelter does have a large freezer to store the animals to avoid numerous trips each month. **Total in January (0) Hour**

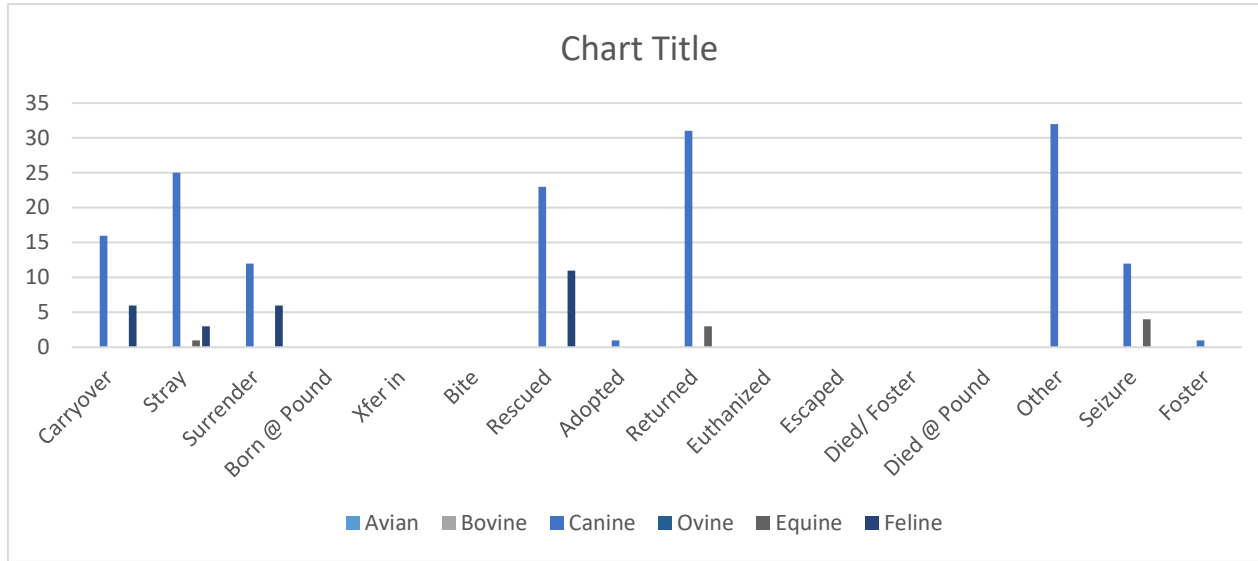
Court: In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in January (9) Hours**

Kennel Inspections: Each week the Officers make kennel inspections within our shelter. They are looking for cleanliness, missing screws and/or hardware, sharp objects that could cut or injure the animals and/or possible safety and/or injury potentials to the staff and animals. **Total in January (0) Hour**

Canine Shots: Whenever needed, the Officers will provide shots to the canines within the shelter. This is based on the number of canines in the shelter. **Total in January (0) Hours**

Shelter Related: The Officers provide support to the pound attendants and act as the Adoption/Rescue Supervisors at the shelter. This includes but not limited to animal transports, animal feed from the storage bins to the shelter, transfer cleaning chemicals from the outside building to inside the shelter and many other related issues as an example. **Total in January (69.5) Hours**

Sussex County Animal Control Monthly Intake Report January 2021



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died/ Foster	Died @ Pound	Other	Seizure	Foster
Avian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canine	16	25	12	0	0	0	23	1	31	0	0	0	0	32	12	1
Ovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equine	0	1	0	0	0	0	0	0	3	0	0	0	0	0	4	0
Feline	6	3	6	0	0	0	11	0	0	0	0	0	0	0	0	0

ACTIVE CASES		CANINE	27	FELINE	3	EQUINE	0									
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TOTALS	35
MILEAGE	
UNIT 5	U/K
UNIT 6	2,500
UNIT 7	2,250
TOTALS	4,750.00
SUMMONS	0

Calls

Gas
Diesel

Canines/Felines Rescued or Transferred

Sep-20
Total of 32 Canines
Total of 11 Felines

Intake Number	Name	Rescue Organization/Animal Shelter
166 - 20092401	Sonny Boy	Surry Animal Shelter
213-20121205	Girly Girl	Gloucester Matthews Humane Society
220-20121306	Tramp	I Heart Dog Animal Haven
221-20121501	Sallie	Isle Of White Animal Control
225-20121505	Knotthead	Colonial Heights Animal Shelter
229-20121701	Dixie	Colonial Heights Animal Shelter
230-20121801	Sally Ann	Richmond Animal Care & Control
236 - 20122802	Sender	Richmond Animal Care & Control
237 - 20123001	Elsa	Surry Animal Shelter
2 - 21010402	Sugar	Richmond Animal Care & Control
3 - 21010403	Candy	Richmond Animal Care & Control
6- 21010601	Nemo	Operation Save a Shelter Dog
8- 21010603	Darla	Surry Animal Shelter
9- 21010604	Lucy	Surry Animal Shelter
10-21010605	Dory	Surry Animal Shelter
12- 21010702	Roo	Scolonial Heights Animal Shelter
13- 21010703	Bones	Colonial Heights Animal Shelter
44-21011101	Bobo	Glouster Matthews Humans
45-21011301	Smokey	Surry Animal Shelter
46-21011501	Vixie	Hopewell Animal Shelter
47-21011502	Fudge	Richmond SPCA
48-21011503	Gracie	Richmond Ruff House
49-21011506	Apollo	Isle of Whight
51-21011901	Leroy	Richmond SPCA
52-21011902	Cane	Richmond SPCA

55-21012202	Pal	Richmond SPCA
56-21012502	Mya	Surry Animal Shelter
69-21012701	Gio	Surry Animal Shelter
71-21012703	Daisy	Sanctuary rescue inc
72-21012704	Blue Bell	Sanctuary rescue inc
73-21012704	Dip Stick	Sanctuary rescue inc
75-21012801	Rocky	Surry Animal Shelter



81 - 20102901	Ally	Richmond SPCA
87 - 20111001	Spike	Richmond SPCA
89 - 20120901	Ellen	Richmond SPCA
90 - 20120902	Lynn	Richmond SPCA
91 - 20122201	Mator	Smittys Cat Rescue
92 - 20122202	Miley	Smittys Cat Rescue
2-21012501	Gray Gray	Smittys Cat Rescue
3-21012601	Lightning	Smittys Cat Rescue
4-21012601	Snowy	Smittys Cat Rescue
5-21012603	Rain	Smittys Cat Rescue
6-21012604	Cloud	Smittys Cat Rescue

Month: January 2021

Officers Man Hour Report

Date	Admin	Patrol	# of calls	In House calls	In House Assists	Complaints	Welfare Check	Rabies/Lic Check	Phone Calls In/Out	Invest	Follow up visit	Summons	After Duty Cases	Training	Rabies Clinic	Equip/Shelter Maint.	Vet	Landfill	Court	Kennel Inspect.	Canine Shots	Shelter Related	
1																							
2													3										
3																							
4		3	1	1		2.5			3		1						1		3				3
5		3	1			2	0.5	0.5	1		1												
6		3	2			2	3	1	1		2		1										4
7		5	2			3	0.5	0.5			2.5						1						3.5
8	1	4					2		1.5		4												6
9																							
10													2										
11		5									1.5		2				2		3				6
12	4	2					1		3	2													6
13							4		2		4												7
14		4		1		5													3				4
15	1	5		3	1	3	2		1	2			2				1						2
16																							
17																							
18		2	1			1			2														5
19		4	1	1		4			1														3
20	4	4					2		2														4
21		8		1	1	4	1	1	2														
22			1	2	3				2	4													
23																							
24																							
25	2	6	2			8																	
26		2										4					5						8
27		3.5	4	1		5			3	1	1.5												2
28	4		1		1	2	4		3				1										3
29	1			1	1	2	4			1							5						3
30																							
31																							
Total	17	63.5	16	11	7	43.5	24	3	27.5	10	17.5	4	11	0	0	0	15	0	9	0	0	69.5	

Admin will include: Paperwork, County Admin Office, Treasurers Office

Training will include Monthly Meetings



MONTHLY

HOUSING REPORT

“PROMOTING SAFE, SANITARY, DECENT
AND AFFORDABLE HOUSING”

March 9, 2021



MEMORANDUM

TO: Mr. Richard Douglas, County Administrator
FROM: Brenda H. Drew, Housing Programs Coordinator
SUBJECT: Housing Program Report
DATE: March 9, 2021

As always, we are looking forward to continuing our partnerships and programs which promote family self-sufficiency, home ownership opportunities, housing counseling and home repairs, as well as, rental assistance to low to moderate income families in need.

During last month, the following general work tasks were performed:

Task and Training	No.
Annual Inspections	7
Annual Re-certifications	9
Initial Inspection	3
Other Certifications	9
Family Briefings	0
Executing HCV Contracts	2
Certificates of Satisfaction	0
Program Income Housing Rehab projects pending	0
Total HCV applicants living or working in Sussex County	243
Reports Submitted in CAMS	0
Training and Meetings Attended	1

Monthly Agency HAP Expense, Lease-up & Admin Fees
 Reported for: 1/1/2021 to 3/9/2021

<u>Agency</u>	<u>HAP</u>	<u>UAP</u>	<u>TOTAL</u>	<u>AGENCY PAYMENTS</u>	<u>RESIDENTS</u>
Sussex County					
January 2021	102,147	3,241	105,388	7,157	172
February 2021	98,879	3,236	102,115	7,162	172
March 2021	98,537	3,445	101,982	0	170
<hr/>					
Report Totals:	299,563	9,922	309,485	14,319	514
Average:	583	68			Resident Months

PUBLIC WORKS DEPARTMENT

**Building Department
Solid Waste Management
Building & Grounds Department**

**March 18, 2021
Monthly Report**



MEMORANDUM

DATE: March 9 2021
 TO: Richard Douglas, County Administrator
 FROM: Beverly Walkup, Director of Planning
 SUBJECT: February 2021 - Monthly Report

Please accept this as the February 2021 update for the Community Development Department.

BUILDING ACTIVITY

- February 2021

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	12	5	2	48	\$282,200.00	\$2,543.04

- February 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	2	2	2	24	\$162,025.00	\$324.77

- January 2021 – December 2021 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
14	19	7	8	81	\$687,612.00	\$7,143.42



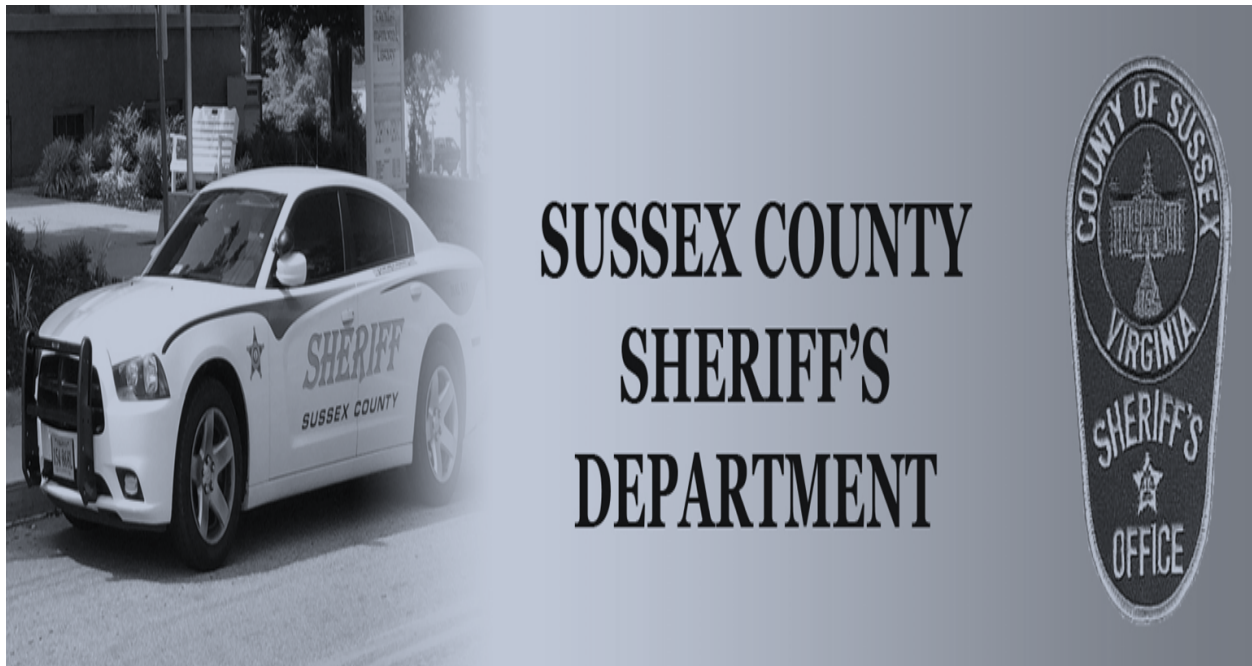
Origin / Material Summary Report

Criteria: 02/01/2021 12:00 AM to 02/28/2021 11:59 PM

Business Unit Name: Atlantic Waste Disposal - S05136 (USA)

Origin	Material	Tons
DC	Special Misc-Tons	430.54
Origin Total		430.54
DE	Sandblast Grit-Tons	5.05
Origin Total		5.05
MD	MSWT	548.53
MD	Sludge Indus-Tons	44.65
MD	SludgeIndus-Tons	90.10
MD	Special Misc-Tons	43.37
Origin Total		726.65
NC	CDTC	118.10
NC	MSWT	3,704.75
NC	Special Misc-Tons	1,792.78
Origin Total		5,615.63
NY	MSWT	42,334.43
Origin Total		42,334.43
PA	MSWT	74.09
Origin Total		74.09
SUSS BUS	MSWT	29.41
SUSS BUS	Sludge Indus-Tons	1,086.37
Origin Total		1,115.78
SUSS RES	MSWT	376.95
Origin Total		376.95
VA	CDTC	48.82
VA	MSWT	9,862.44
VA	SludgeIndus-Tons	880.82
VA	Special Misc-Tons	4,979.69
Origin Total		15,771.77
Totals		66,450.89

Sheriff's Department



Monthly Report

March 18, 2021

BOS Meeting



**"ONE FAMILY, ONE MISSION,
ONE GOAL"**

Sheriff E. L. Giles, Sr.
Sussex County Sheriff's Office
P. O. Box 1326
Sussex, Virginia 23884

Telephone 434-246-5000
Fax 434-246-5714
www.sussexsheriffva.com
Email egiles@susova.us

**Sussex County Sheriff's Office Monthly Report
Month of FEBRUARY 2021**

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1,330
Fire	124
Rescue	296
Animal Control	20
Traffic	944
Town of Wakefield	21
TOTAL	2,735

COURTS

Court:	Days of Court:
Circuit Court	3
General District	10
JDR Court	2

Court:	Judges:
Circuit Court	3
General District	4
JDR Court	2

CIVIL

Type:	Total:
Subpoenas Served	252
Jury Summoned	88
Criminal Warrants	46
DMV Notices	3
Levies	0
TDO	1
ECO	0
Other Civil	80

Fines and Forfeitures	$\$82,31.81 + \$12.00 = \$82,243.81$
Sheriff's Fees	\$133.00
Courthouse Security	\$8645.83

Total Fuel Used:	1,956 gallons
------------------	---------------

JAIL

During the month of FEBRUARY 2021, our average daily population was 43.68 inmates. The jail booked in 20 individuals during FEBRUARY.

The classification of these inmates as reported by the Commonwealth of Virginia's LIDS computer system is as follows:

Pre- Trial	31 inmates, having been confined a total of 482 days.
Sentenced Misdemeanant	7 inmates, having been confined a total of 23 days.
Sentenced Felons	18 inmates, having been confined a total of 469 days.
Others	9 inmates, convicted but not sentenced.
Weekenders	1 inmate, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	3
Medical	5
Juvenile	0
Road Crew	1
TDO	0

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.09

Subject: Atlantic Waste Release of Liability and Utility Easement for Landfill Expansion

Board Meeting Date: March 18 2021

=====
Summary: Attached for your consideration is a utility easement for Prince George Electric Cooperative and a release of liability for damage that will enable the relocation of electric facilities to accommodate the expansion of the landfill.

These documents have been reviewed by solid waste management consultant Scott and the County Attorney and are recommended for approval.

Attachments:

Recommendation: Recommend approval of utility easement with PGEC and release of liability for damage, and authorization of County Administrator to sign these documents.

Attachment: Easement and Liability Form

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___



PRINCE GEORGE ELECTRIC COOPERATIVE

Release of Liability for Damage

Property Owner's:	Name _____	Day Phone # _____
	Mailing Address _____	(____) - ____ - _____
	_____	Work Phone # _____
	Service Address _____	(____) - ____ - _____
Work Order # _____	Account # _____	

Prince George Electric Cooperative strives to plan, construct, and complete all construction projects without damage to its member's property. However; it is inherent in the construction process that conditions and unknown circumstances may result in some unintended damages. Property damage may also result from soil conditions, weather conditions and site conditions caused by others. It will be the property owner's responsibility to repair **any damages that may occur** during the construction or maintenance of electric facilities. The property owner releases from liability and holds harmless Prince George Electric Cooperative from any responsibility whatsoever, for property damage in the course of construction electric distribution facilities. This does not release Prince George Electric Cooperative from responsibility for acts of negligence.

➤ **Responsibilities of the property owner:**

- ✓ Must mark outer boundaries of a septic tank and a drain field which would be within 50 feet of the area the cooperative must construct facilities or mobilize equipment.
- ✓ Must expose any private underground facilities which are within 4 feet of the route planned for the cooperative to install underground cable or any other equipment.
- ✓ Must fill settled trenches or make any other repairs necessary in the area where Prince George Electric Cooperative constructed facilities to make it safe; for example: fill trenches to prevent a stumbling hazard.

➤ **Damages may include but are not limited to:**

- ✓ Property or premises while:
 - Constructing overhead or underground electric facilities
 - Cutting or trimming trees in power line right of ways
- ✓ Landscape
 - Settling of earth in trenches and around poles
 - Ruts from the movements of heavy utility vehicles
 - Erosion due to disturbed earth
- ✓ Driveways/Sidewalks
 - Cracking of asphalt or concrete due to equipment movements
 - Rutting of dirt or gravel driveways due to equipment movements
- ✓ Private buried facilities
 - Septic systems
 - Underground lines of any kind: well, drain, electric, irrigation
- ✓ Personal injury that may occur as a result of soil or other conditions in the area where there was construction or maintenance of underground or overhead electric facilities by Prince George Electric Cooperative.

Property Owner's signature: _____	Date ____ / ____ / ____
-----------------------------------	-------------------------

(For County Use Only)

Prince George Electric Cooperative

Utility Easement

THIS AGREEMENT, Made this _____ day of _____, 20____,

by and between _____ hereinafter called "Owner", and PRINCE GEORGE ELECTRIC COOPERATIVE, a Virginia Corporation, hereinafter called "Cooperative".

WITNESSETH:

That for a good and valuable consideration, the receipt whereof is hereby acknowledged, Owner does grant and convey with general warranty to and unto the Cooperative, a perpetual easement of right of way, 20' feet in width, over, under and across the following described property:

A tract of land containing approximately 1,309 acres, located in

Waverly Magisterial District, Sussex

County, Virginia, Tax Map ID# 14-(A)-6, bounded by lands now or

formerly owned by Grayland Co.

and Belvedere Timber LLC, as delineated on the

attached sketch, which sketch is incorporated herein by reference as if textually set out herein;

for the purpose of constructing therein and thereon, an electric transmission or distribution system, either overhead or underground, and to operate and maintain the electric system, including all lines, wires, poles, cables, conduits, manholes, equipment, accessories and appurtenances desirable in connection therewith.

The facilities installed hereunder shall remain the property of the Cooperative and the Cooperative shall have the right to inspect, rebuild, remove, relocate, improve, and to make such changes, alterations, substitutions or additions to its facilities as it may deem advisable, including the right to increase the number of wires, cables or lines.

The Cooperative shall at all times have the right to keep the right of way clear of all buildings, structures and other obstructions, to spray with chemicals, trim, cut and keep clear all trees, limbs, and undergrowth along said easement or adjacent thereto that may endanger the safe and proper operation of the Cooperative's facilities.

The Owner, his successors and assigns reserve unto themselves the full right to take, use and enjoy the land embraced within this easement in every manner not inconsistent with this grant, including, but not limited to, the specific right to construct driveways, entranceways, parking areas and sidewalks upon, over and across said right of way.

The rights reserved by the Owner, his successors or assigns, shall be subject at all times to the paramount right of the Cooperative to dig up, remove, or destroy any portion of the roadways, driveways, sidewalks, or entranceways crossing said right of way for the purpose of maintaining, inspecting and operating its facilities. Any shrubbery, fence or other structure placed on the right of way shall be done so at the risk of the property owner and the Cooperative shall not be held responsible for damages done to any structure, shrubbery or fence resulting from the Cooperative maintaining, inspecting and operating its facilities.

In addition to the foregoing grant, the Owner does hereby grant unto the Cooperative, during the period of construction and during any subsequent period in which maintenance, inspection, repairs or reconstruction thereof may be necessary, the right and privilege of using such surrounding land as may be necessary for the purpose of placing thereon materials, machinery and equipment as may be necessary.

The Owner covenants that he is seised of and has the right to convey the said easement, rights and privileges; that the Cooperative shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges, and that the Owner will execute such further assurances thereof as may be required.

“NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all of these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that your are voluntarily conveying.”

IN WITNESS WHEREOF, The Undersigned has set his hand and seal this _____ day of _____, 20__.

(Land Owner Signature)

(Land Owner Signature)

STATE OF VIRGINIA

County of _____, to-wit

I, _____, a _____

in and for the county and state aforesaid, do hereby certify that

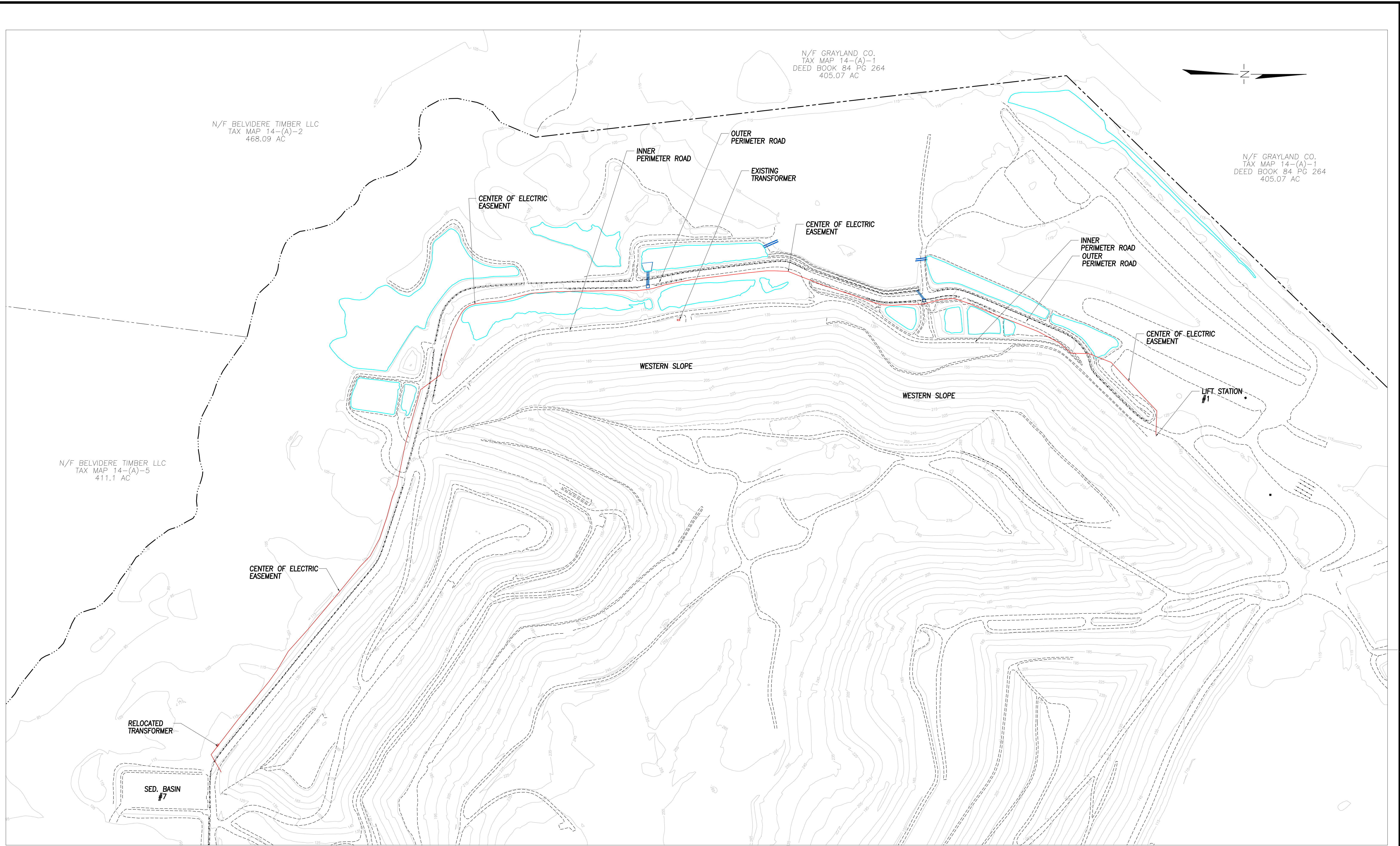
_____, whose name(s) is/are signed to the foregoing writing, bearing date on the _____ day of _____, 20__.

has/have acknowledged the same before me in my county and state aforesaid.

My commission expires _____.

Given under my hand this _____ day of _____, 20__.

Notary

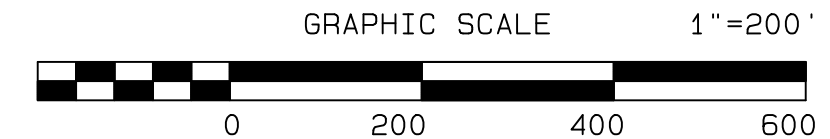
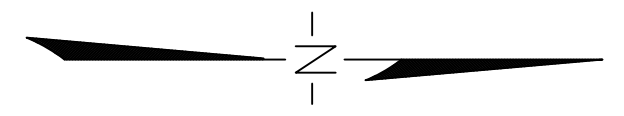


N/F GRAYLAND CO.
TAX MAP 14-(A)-1
DEED BOOK 84 PG 264
405.07 AC

N/F BELVIDERE TIMBER LLC
TAX MAP 14-(A)-2
468.09 AC

N/F GRAYLAND CO.
TAX MAP 14-(A)-1
DEED BOOK 84 PG 264
405.07 AC

N/F BELVIDERE TIMBER LLC
TAX MAP 14-(A)-5
411.1 AC



FLORA
SURVEYING ASSOCIATES
12883 GEORGE WASHINGTON
MEMORIAL HIGHWAY
GLENNES, VIRGINIA 22149
(800) 474-5082 (804) 694-4578

DES BY	A.S.B.	2/21
DRN BY	B.W.F.	2/21
CHK BY		
REV BY		
PROJECT No.	97-1004-111	SCALE: 1" = 200'
PROJECT:	ATLANTIC WASTE DISPOSAL WAVERLY, VIRGINIA	
SHEET TITLE:	WEST SIDE ELECTRIC EASEMENT	
DATE:	2/23/2021	
	SHEET	1 OF 1
	DRAWING No.	PP-01

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: INTRODUCTION: Blackwater Regional Library Director – Ben Neal

Board Meeting Date: March 18 2021

=====
Summary: Ben Neal, recently appointed Library Director for the Blackwater Regional Library, will be introduced to the Board of Supervisors and will provide a brief update on the library system.

Recommendation: N/A

Attachments: (1) Copy of Blackwater Regional Library Press Release (11/2020)
=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

For Immediate Release

November 30, 2020

Blackwater Regional Library's Board of Trustees announces new Library Director

Blackwater Regional Library's Board of Trustees has named Ben Neal to serve as the regional system's Library Director effective January 1, 2021. Mr. Neal received his Master of Library Science in 2011 from Indiana University Bloomington, and has experience in various levels of library service, which has led him to his new role as Library Director.

The Board of Trustees began the search for a new Library Director in December 2019. After a review of applicants from across the nation, the Board of Trustees unanimously voted to hire Mr. Neal to fill the role of Library Director. Prior to Mr. Neal's current position as Librarian II for the City of Portsmouth's Main Library, he served as Manager of the Smithfield Branch of Blackwater Regional Library, and has held other key positions in public libraries in Tennessee and South Carolina.

"I'm grateful for the opportunity and trust afforded by our Board of Trustees. I look forward to working with our wonderful and talented staff, as well as our partners in the community, to make sure Blackwater Regional Library continues to be an integral and central part of our communities. I know our communities well and care about them a great deal, and will work tirelessly to make sure Blackwater Regional Library is community-focused at its core." - Ben Neal



The Board of Trustees is delighted to add Mr. Neal to Blackwater Regional Library's team of dedicated staff, and look forward to building upon the library's current foundation to continue Blackwater Regional Library's tradition of exceptional service.

BOARD ACTION FORM

Agenda Item: Recognition #3.02

Subject: VDOT Update and Secondary Six Year Plan Resolution – Jerry Kee, VDOT

Board Meeting Date: March 18 2021

=====
Summary: Jerry Kee with VDOT (Franklin Office) will present an update on VDOT projects in Sussex County. This will include an overview of the adopt-a-road program and a recommended resolution to consider alternative road improvement projects.

No immediate action is requested but the Board may wish to consider the resolution at an upcoming meeting.

Recommendation: N/A

Attachments: N/A

=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

The Board of Supervisors and VDOT have begun working on the upcoming Secondary Six Year Plan and plan on having the Public Hearing in April. Below I have listed some items that need to be addressed before the new plan is passed by the board.

1. The following is a list of the routes that do qualify for funding under this program:

Route	Road Name	From	To	Traffic Count
604	Chinquapin Road	606	621	90
611	Mill Path Road	609	610	70
632	Hunting Quarter Road	660	608	90
636	Longevity Road	626	40	80
640	Cabin Stick Road	637	626	70

2. Route 609 Butts Road has been added to the plan and new traffic count requested. If adequate traffic volumes (50 vpd or above) are recorded with the new counts the Rural Rustic concept can be used for paving. If lower than 50 vpd the pave in-place option will be used but minor widening and right of way may be required.

3. The status of Glyndon and Carver Lane

We need recorded plats and documentation for right of way acquisition before the roadway can be taken into the system. VDOT has funding available and are ready to initiate construction as soon as we receive the final documentation from the county.

4. UPC #107435 Route 735

The project currently has been in the plan for over 10 years. The funding allocations are approximately 2 million dollars short for construction based on the current estimate. The board may want to look into reducing the scope of the project or exploring different funding options. Revenue sharing is an option, but an application will need to be submitted and there is no guarantee the project will receive any funding, as the project will compete for funding with other state projects.

CONSTRUCTION PROGRAM (in dollars)

FY2021 through FY2027

Route PPMS ID Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost Ad Date	Traffic Count Scope of Work FHWA # Comments
0735 107435 Tier 1 - Road work w RW (PE, RW, CN) 9999.01	0735 0735091752 Reconstruction & Drainage Improvements on Route 735 - Sussex Route 660 Gilliam Road Route 631 Gray Road	<i>PE</i> \$350,000 <i>RW</i> \$350,000 <i>CON</i> \$1,820,000 <i>Total</i> \$2,520,000 10/13/2026	Project
0636 109685 State forces/Hired equip CN Only 9999.02	0636 0636091755 Route 636 - Pave Non-Hard Surface Road Route 626; Courthouse Rd 1.2 Miles from Route 626	<i>PE</i> <i>RW</i> <i>CON</i> \$409,484 <i>Total</i> \$409,484 7/26/2019	Project
9999 114015 Tier 1 - Road work w/o RW or Bridge (PE & CN) 9999.99	9999 9999091761 Glyndon & Carver Lanes - Rural Addition Various Various	<i>PE</i> \$20,000 <i>RW</i> <i>CON</i> \$129,127 <i>Total</i> \$149,127 4/12/2022	Project
0609 -25229 State forces/Hired equip PE CN Only 9999.99	0609 0609091770 Route 609 Reconstruct & Surface Treat Non-Hard Surface Road Rowehampton Road-Route 697 Courthouse Road-Route 735	<i>PE</i> \$5,000 <i>RW</i> <i>CON</i> \$245,000 <i>Total</i> \$250,000	Project

Adopt-a-Highway



Safety Guidelines

Before Picking Up

- Hold at least one safety meeting per year. This must be attended by everyone participating. At the meeting, review safety information supplied by the Virginia Department of Transportation (VDOT) and other guidelines.
- Carpool to the pickup site to keep roadside parking to a minimum. Park as far from the road's edge as possible.
- Your group must have at least one adult supervisor for every six children under age 18 years.
- Children under age 10 may participate in pickups only if VDOT's Residency Administrator has given the group a special permit. If the Residency Administrator has not done this, call your local [Adopt a Highway Coordinator](#) before bringing children under 10 to the pickup.

The Best Time to Pick Up

- Do not pick up during peak travel times or when traffic is heavy.
- Work only in daylight and fair weather.
- Never participate in a litter pickup while under the influence of drugs or alcohol.

What to Wear

- Always wear an orange safety vest so drivers can see you easily. Put on the vest before you leave the car so you are visible the moment you are on the side of the road.
- In addition to the orange vest, wear brightly colored clothing that protects your arms and legs. Also wear hard-soled shoes and work or gardening gloves.
- Wear heavy gloves when removing temporary signs in case there are sharp edges. If you remove signs attached to poles within the right of way, wear safety glasses and use an appropriate tool to do it safely.

During Pickups



Wear vests, gloves while picking up.

- Always put up or open the "Cleanup Crew Working" signs before cleaning.
- Close the signs after you've finished the pickup.
- Always walk facing traffic and stay with the team.
- Take breaks, drink fluids and don't overexert.
- Do not pick up litter in the road or close to the edge of the road.
- Do not pick up litter on median strips unless you have received permission from VDOT's Residency Administrator to do so.
- Do not pick up litter in construction or maintenance sites, in tunnels, or on bridges or overpasses. Leave that for VDOT.
- Do not pick up litter or remove signs beyond your adopted section. Stay within the area marked by your safety signs.
- Watch for snakes and poisonous weeds.
- Do not pick up materials that appear to be hazardous. Contact the state police.

Interstate and Interchange Adoptions

- Do not park anywhere along an interstate or interchange.
- Clean only the one side of your stretch of adopted interstate highway.
- Participants in an interstate highway pickup must be at least age 18.
- Walk facing traffic with the highway to your right.
- Do not pick up on the interstate highway median strip.
- Do not cross the interstate highway for any reason.

Page last modified: Feb. 11, 2008

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Some resources on this site require the **Adobe Reader** and **Flash Player** and the Microsoft **Word** and **PowerPoint** viewers.



Virginia Department of Transportation

Adopt-a-Highway Permit Application

Those person(s) associated with the group named below intend to enhance the environment and improve the appearance of local roadsides through organized litter pickups, and request permission to "Adopt-a-Highway."

Name of Group/Individual: _____

Type of Group (please circle the closest match): Family/Friends -- Individual -- Business -- School Group -- Community Based Group -- Faith-based Organization -- Private Club -- Government/Military -- Group Misc. -- Professional -- Fraternal Organization -- Fraternity/Sorority -- Youth Group

Primary Contact:		Secondary Contact:	
Email Address:		Email Address:	
Phone (home):	(work):	Phone (home):	(work):
Mailing Address:		Mailing Address:	
City:	State:	ZIP:	City:
			State:
			ZIP:

The work will be performed under and in accordance with the Virginia Department of Transportation's Adopt-a-Highway *Conditions and Safety Guidelines*, both attached to this permit and incorporated herein by reference. The permit authorizing this work is issued under the VDOT *Land Use Permit Manual* 24 VAC 30-151-10 et seq.

Applicants to whom permits are issued shall at all times indemnify and save harmless the Commonwealth Transportation Board, members of the board, the Commonwealth, and all Commonwealth employees, agents and officers, from responsibility, damage or liability arising from the exercise of the privileges granted in such permits.

This permit may be terminated by the Virginia Department of Transportation at any time the applicants do not comply with the permit or at any time the applicants' work is deemed unsafe or causes a conflict with traffic. The Department reserves the right to revise or discontinue the Adopt-a-Highway program at any time.

Safety Information

Number of persons between the ages of 10 and 18 participating _____. The number under age 10 _____.

Describe any special safety precautions that might be required due to a participant's condition (e.g., uses a wheelchair) _____.

Route Information (if you are adopting more than one route, please provide additional information on the back)

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

We request the following title to appear on the Adopt-a-Highway sign (limit to 48 characters including spaces)

_____.

I have read and I understand the Adopt-a-Highway Conditions and the Adopt-a-Highway Safety Guidelines regarding participation in the program:

Applicant's signature _____ Date _____

Please return this completed form to:

Coordinator: Jennifer Scarboro - jennifer.scarboro@vdot.virginia.gov

Residency: Franklin Residency

Address: 23116 Meherrin Road

City/Zip: Courtland 23837 Phone: _____

Additional Routes

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

Notes

PERMISSION is hereby given insofar as the Commonwealth Transportation Board has the right, power, and authority under Sections 33.1-12(3) of the Code of Virginia (1950) as amended, to grant by permit and/or by the rights granted herein to perform the work as described.

Residency Administrator

Date

(Rev. 7/2015)

Adopt-a-Highway



Terms and Conditions

General Conditions

1. The Virginia Department of Transportation (VDOT) is offering for "adoption" certain two-mile sections of state-maintained highways. Before offering these roadways, VDOT determines that they are safe and appropriate for adoption.
2. Under special circumstances, sections of road less than two miles long and dead-end roads may be adopted. Contact the local VDOT Adopt-a-Highway [coordinator](#) for details.
3. The local Adopt-a-Highway coordinator is the VDOT contact for adopting groups and individuals. Interested persons and groups should contact the coordinator at the local VDOT residency office listed in the telephone book or online at VDOT Adopt-a-Highway [Adoption Coordinators](#). Information is also available by calling (800) PRIDE-VA or by e-mailing AdoptaHighway@VDOT.Virginia.gov
4. Local businesses, informal groups and formal organizations, such as civic, social or school groups, may adopt highways. VDOT will print the names of the organization or the adopting group in block letters on the blue and white Adopt-a-Highway signs. No slogans or logos are allowed.
5. Individuals 18 years old or older may adopt highways (please see the "Safety Conditions" below for rules regarding participants under 18 years old).
6. Adopting groups agree to pick up litter on both sides of the roadway at least four times a year.
7. Participants adopt for a period of two years, after which they may renew their contract, modify their contract (example: choose a different section of highway), or end their contract.
8. The adopting organization's Contact Person is responsible for ensuring that ANYONE who participates in a pickup under the adopting organization's permit has first received VDOT-supplied safety information, safety vests and trash bags.
9. The organization's Contact Person must visit a VDOT residency or area maintenance headquarters at least a week before a scheduled pickup. At that time, VDOT will supply the Contact Person with safety information, safety vests, and plastic trash bags for every member of the adopting group's cleanup crew.
10. On a group's original application and throughout a group's involvement with the Adopt-a-Highway program, the Contact Person in the group must inform VDOT of the ages of ANYONE under 18 years old who will participate in any of the group's pickups. This requirement includes children of the group's members, or any other children who are allowed by the adopting group to participate in a pickup.
11. The Contact Person also is responsible for notifying VDOT - on the original application and throughout the group's involvement in the adoption - if any of the group's participants has a condition that might necessitate special safety precautions (example: if a pickup participant uses a wheelchair).

12. Within seven to nine weeks of approving an adopting group's application, VDOT will provide the group with large orange mesh "Cleanup Crew Working" signs to place under the Adopt-a-Highway sign during each pick up.

13. VDOT will pay for producing, installing and maintaining the blue Adopt-a-Highway signs.

14. If the adopting group does not plan to dispose of the filled trash bags, the Contact Person must notify the local VDOT office of the date and location of the intended pickup so that VDOT can schedule a work crew to dispose of the trash bags during the following week.

15. VDOT encourages participants to separate and recycle materials.

16. After each pickup, the Contact Person must complete a Pickup Report Card (pre-addressed cards that are furnished by VDOT at the time of adoption) and send it to the local VDOT residency via U.S. mail or online at VDOT Adopt-a-Highway [Pickup Report](#). Pickups can also be reported by calling the (800) PRIDE-VA line or by e-mailing AdoptaHighway@VDOT.Virginia.gov. When making a Pickup Report, the Contact Person should report the permit number of the adoption, the number of people who participated in the pickup, the number of bags of litter collected, and the number of man-hours spent (man-hours equals the number of hours taken to complete the pickup multiplied by the number of participants). If a Contact Person is out of Pickup Report Cards, he or she should call the local Adopt-a-Highway coordinator to report the pickup and to order more cards. It is vital that the Contact Person report the pickup so the adopting organization can get proper credit for keeping Virginia beautiful.

17. VDOT encourages Adopt-a-Highway participants to schedule one of their four yearly pickups during April and one pickup in the fall to coincide with the spring "Historic Garden Week" and the autumn "Great State Trash-Off."

18. The Adopt-a-Highway coordinator will monitor the program in his or her area. VDOT reserves the right to deny an adoption request or cancel the adoption permit of any group, individual or business, based on any of these criteria:

- A. Concern for the safety of the participants, passing motorists or VDOT employees,
- B. Expenses to VDOT above the normal Adopt-a-Highway program expenses, or
- C. Effectiveness of the participants' litter-control efforts.

19. VDOT reserves the right to limit the number of adoptions for a single group and to limit shared adoptions to areas of identified need. For shared adoptions, each group must file a separate permit and participate in four pickups annually.

Safety Conditions

1. Before a group applies to adopt a particular highway, the group's Contact Person should examine the road on the days and during the hours that the group intends to perform pickups to determine if roadside conditions during those times are appropriate for the ages and abilities of the group's members.

Once the group has adopted a particular roadway, if at any time it feel its adopted section of highway has become unsafe for litter pickups, the group's Contact Person must call the local VDOT Adopt-a-Highway coordinator. Local VDOT residency offices are listed in the telephone book and online at VDOT Adopt-a-Highway [Adoption Coordinators](#). Groups may also report unsafe conditions by calling (800) PRIDE-VA. VDOT will assign the group a section of roadway with which it is more comfortable.

2. Participants must hold at least one safety meeting per year to review VDOT-supplied safety information. No one may participate in a pickup unless he or she has attended this meeting within the last 12 months. The participating group may hold the safety meeting immediately before a pickup; however, this meeting must be held in a safe, appropriate area, such as a parking lot.

3. The participants are responsible for putting up or opening the "Cleanup Crew Working" signs before each pickup, and for removing or closing the sign after they have finished that day's pickup. These signs alert passing motorists that Adopt-a-Highway volunteers are on the side of the road ahead. If the

signs are left open when no pickups are being conducted, motorists will begin to ignore the signs, creating a serious safety risk for Adopt-a-Highway volunteers when they are on the roadside.

4. Adopt-a-Highway groups must provide at least one adult supervisor for every six children under 18 years old. For example: a group of between one and six children would need one supervisor, and a group of between seven and 12 children would need two adult supervisors.

5. For Children Under 10 years old: Groups with participants under 10 years old may adopt highways only when the residency administrator has determined:

- (1) That the specified roadway is safe and appropriate for adoption by that particular group, and
- (2) That the adopting group and its supervising adults are capable of conducting the pickup in a safe and effective manner.

Refer to the [safety guidelines](#) for more details.

Specific Conditions for Adopting Interstate Highways and Highway Interchanges:

Groups or individuals may adopt certain interstate highway interchanges, sections of interstate highways and high-speed primary highways, providing the adoption is specifically approved by the residency administrator, and provided the participants observe the following additional conditions:

1. An interstate highway adoption may consist only of one side of the entire length of an interstate between two distinctly separate interchanges. Adopting both sides of an interstate requires two separate adoptions.
2. Participants must be at least 18 years old.
3. Before the first pickup, the Contact Person must submit in writing, for approval by the residency administrator, the method of conducting the pickup, including: where the participants will park their vehicles (they may not be parked on the interstate shoulder, within the interchange or anywhere within the rights of way of the main road) and the method of disposing of the collected litter.
4. The Contact Person must notify the local Adopt-a-Highway coordinator of an intended pickup at least one week before the pickup.
5. Participants will not pick up litter on any interstate highway median strip.
6. When cleaning an interstate, participants must walk facing traffic, with the highway to the right.
7. Participants will not cross the interstate highway for any reason.

All other rules, conditions and safety precautions listed above are in force for interstate and interchange adoptions.

VDOT reserves the right to revise these conditions as needed.

Page last modified: Feb. 11, 2008

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Bag It, Move It or Leave It?

Adopt-a-Highway instructions for handling roadside litter



**ADOPT
A
HIGHWAY**



**Volunteers Cleaning Virginia
1-800-PRIDE-VA**

If you've ever wondered what to do with something you've found on the roadside, consult the list below to find out whether it is an item you should bag, an item you should move and stack alongside your stacked bags or an item you should leave where you found it. Make a note of any item you are leaving and mark it with a trash bag if you think a VDOT crew would have trouble finding it.

Bag It



These items may be placed in a bag:

- Small items made of paper, cardboard, plastic, Styrofoam, wood, rubber, glass, or metal provided that the item does not have sharp edges.
- Small, empty containers provided they don't have sharp edges.

Move It

These items should be placed alongside your stacked bags at the edge of the shoulder:



- Items with dull, pointed edges that might tear a bag.
- Large items that would prevent a bag from being properly tied closed.
- Heavy items that could tear a bag, provided that the item can be moved without causing physical injury.
- Containers that are not empty if the contents won't spill when moved and you can identify the product as one that is not hazardous. If you suspect that an item contains urine, do not move it.

If in doubt, leave it alone!

Leave It



These items should be left where found without taking further action:

- **Sharp, large, or heavy items** that could cause physical injury if moved.
- Any item in an **unsafe location** (within six feet of a traffic lane, on unstable ground, etc.).

Report these items to your local VDOT office that day, or on the next working day, during normal business hours.

- Items you are not permitted to bag or move that will **not be easily visible** to the VDOT crew collecting your filled bags. If possible place a filled bag near to the item to mark its location.
- Securely close items containing hazardous substances.*

Report these items to your local VDOT office that same day. If you are unable to speak directly with a VDOT employee, call 911 to report the item:

- Any item that you **cannot identify and suspect may be hazardous.**
- Unclosed or leaking items containing **hazardous substances.***

Call 911 if you find the following kinds of items. If you do not have access to a cell phone then someone other than your group leader must leave the site to make a call. Then, unless advised to leave the area, the leader must stay at the site until a law enforcement officer or VDOT representative arrives.

- Items with a **hazardous material label.***
- Items that could pose an **immediate danger.***
- Items that could be **crime-scene evidence.***
- Items emitting a **strong odor.**

Recognition - Page 13

*** Keep a safe distance away from the item and do not disturb it in any way!**

Items of Concern

Item	Leave It	Leave It and Call VDOT During Business Hours	Leave It and Call VDOT That Day	Leave It and Call 911 Immediately
Miscellaneous Items				
Broken glass	✓			
Any item you cannot identify and suspect of being hazardous			✓	
Hazardous Substances				
Spills of liquid and powdery substances			✓	
Fuels		✓ (If securely contained)	✓ (If opened and leaking)	
Motor oils, transmission fluid, petroleum products		✓ (If securely contained)	✓ (If opened and leaking)	
Antifreeze		✓ (If securely contained)	✓ (If opened and leaking)	
Batteries		✓ (If securely contained)	✓ (If opened and leaking)	
Flares		✓		
Paint		✓ (If securely contained)	✓ (If opened and leaking)	
Aerosol can (not empty)		✓		
Human urine, feces, blood waste (gauze, etc.)		✓ (If securely contained)	✓ (If opened and leaking)	
Syringes, labeled medicines (aspirin, prescription drugs, etc.)		✓		
Animal carcasses		✓		
Extremely Hazardous Items / Possible Crime Scene Evidence				
Bloody items that may be crime scene evidence				✓
Explosives, possible bombs (capped pipes, wrapped packages, etc.)				✓
Weapons (guns, knives, etc.) unspent ammunition				✓
Items with hazardous material labels				✓
Unlabeled medicines or medicine bottles, marijuana, drug paraphernalia				✓
Animals that may have been poached				✓
Propane gas tanks				✓
Full cat litter bags				✓
Containers of acid			✓	
Items put together with duct tape			✓	
Containers with tubing attached				✓
Closed tool boxes or coolers				✓

BOARD ACTION FORM

Agenda Item: Recognition #3.03

Subject: Solid Waste Management Recommendation – Scott Bost, Smith Gardner, Inc.

Board Meeting Date: March 18 2021

=====
Summary: Scott Bost, solid waste consultant for Smith Gardner, will provide an update on his review of the County’s solid waste operations, to include recommendations related to landfill staffing and job responsibilities, convenience center operations (including a recommended reduction in the number of sites), and bulk waste collection.

No action is requested at this meeting, but this information should be considered as part of the FY22 operating budget review.

Recommendation: N/A

Attachment: Scott Bost’s Letter of Recommendation, dated January 21, 2021

=====
ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

CONVENIENCE SITE OPERATIONAL AND COST ANALYSIS
 OPTIONS AND RECOMMENDATIONS

Sussex county operates a network of eight remotely located citizen convenience centers. These sites are open every day from dusk till dawn. Citizens may use these sites free of charge meaning the County absorbs all the operating costs for these centers. As noted in the report titled Review of Solid Waste Management Operations dated May 28, 2020, there are efficiencies and cost savings to be gained by modifying operations of the convenience site program. A further detailed operational analysis using tonnage and haul information from Waste Management and the actual cost of manning the sites obtained from invoices from GARDAWORLD is as follows:

- A: One uniformed attendant at each site costs \$994.50 per week or \$51,714/year (\$4309.50/month)
- B: One week (seven days) one uniformed attendant at each site = \$994.50 per site x 8 sites = \$7,956/week \$413,712/year.
- C: All hauling and disposal costs are included in the contract with Waste Management (hereinafter referred to as WM) in the operation of Atlantic Waste Disposal Landfill in Waverly. However, WM must measure and record the tonnages collected and disposed in the landfill for annual reporting to the State. Included in this analysis is a five record of the tonnages collected, hauled and disposed from each site.

From the GARDAWORLD costs and the tonnages collected and disposed, an operational cost per ton can be shown to evidence the efficiency of each site:

SITE	2016-2020 average	Attendant cost/month	Cost per ton
Reed Road	8 tons/month	\$4309.5	\$538.69
Homeville (Old 40)	14.25 tons/month	\$4309.5	\$302.42
Peters Bridge	15 tons/month	\$4309.5	\$287.3
Courthouse	38 tons/month	\$4309.5	\$113.40
Jarratt	62 tons/month	\$4309.5	\$69.50
Wakefield	66 tons/month	\$4309.5	\$65.30
Stony Creek	76.5 tons/month	\$4309.5	\$56.33
Waverly	77 tons/month	\$4309.5	\$56

From the information gathered from WM and GARDAWORLD, and the resulting analysis, it is evident the smaller sites are much less efficient and require significantly more County funds to operate.

Another consideration in the modification of these sites is the physical location of each. Convenience sites are located and built to serve groups of citizens in remotely located areas. A link to the map of the County convenience site location is included herein.

[Directory | Sussex County, Virginia - Part of Virginia's Gateway Region \(sussexcountyva.gov\)](https://www.sussexcountyva.gov/directory)

As evidenced on the map, there are three sites on the west side of I-95. As evidence in the analysis above, two of the sites, Stony Creek and Jarratt are high performing, therefore much more efficient than the lower performing Reed Road site, which is the lowest performing and most expensive site operated. Also, due to the location of the Jarratt site and Stony Creek site, it appears service is adequately provided to that end of the county.

The two other underperforming sites which are located in close proximity to each other and could see an increase in operational and fiscal efficiency as well are Peters Bridge Road and Old 40. Realizing these sites are relatively new sites, it would not be in the best interest of the County to dismantle and close one or both sites. However, the County could consider altering the operational hours of these two sites to reduce the number of manned hours currently provided by GARDAWORLD. One option is to alternate days of operation (for example Peters Bridge Road Mon, Wednesday, Friday, Sunday and Old 40 Tues, Thursday, Saturday). The other option is to consider modifying the hours of operation (for example Peters Bridge Road opening till 1PM, Old 40 1PM till closing). Either option reduces the need for one attendant which results in annual savings of \$51,714 per year.

Having analyzed the performance and location of the Sussex County convenience center network through fiscal demands and performance as well as location and proximity to other sites, a recommendation is made to close the Reed Road site as it is significantly underperforming. Also, there would be no reduction in waste disposal availability to the citizens of that area as it is served by the high performing and very efficient Stony Creek and Jarratt Sites. Again, this move would reduce the need for an attendant resulting in an annual savings of \$51,714.

In summary, a decision to exercise both these options for operational modifications of the convenience site network would result in an annual savings over \$100,000 to Sussex County while maintaining more than adequate waste disposal options to the citizens. One other option the County may consider is the cessation of Sunday operational hours which would result in an annual savings of \$58,940.

BOARD ACTION FORM

Agenda Item: Recognition #3.04

Subject: Comprehensive Financial Review – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

=====

Summary: Roland Kooch, David Rose, and Ann Seward with Davenport & Company will provide a summary of their completed comprehensive financial review of Sussex County and the Sussex County Service Authority (to include a review of the county’s accounts payable processes). No action is requested at this meeting, but the Board of Supervisors may wish to direct staff to implement certain recommendations or consider action at future meetings.

Recommendation: N/A

Attachment: N/A

=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

Discussion Materials | Comprehensive Financial Review

Sussex County, Virginia



March 18, 2021



Topics for Discussion

- Introduction of Credit Ratings and Peer Comparatives.

- Financial Policy Overview with respect to commentary provided by Rating Agencies and Industry Best Practices.

- Reserve and Cash Management Policies.
 - Rating Agency and GFOA guidance.

- Tax-Supported Debt and Contingent Liability Policies.
 - Rating Agency and GFOA guidance.
 - Existing Tax-Supported Debt Profile.
 - Key Financial Ratios and Peer Comparatives.

- Review of Debt Portfolio and Potential Refunding Opportunities.

Contents / Agenda



A	Executive Summary
B	Davenport Approach and Goals & Objectives
C	Comprehensive Financial Review
Supporting Information	
D	Credit Ratings, Peer Comparatives, and Financial Policies
E	General Fund Trend Analysis
F	General Fund – Capital Funding Scenario – Detail Cash Flow Analysis
G	Sussex Service Authority – Detail Pro Forma Analysis



A. Executive Summary



Goals & Objectives of the Comprehensive Financial Review

- Davenport & Company LLC (“Davenport”) was retained by the County of Sussex (the “County”) in late calendar year 2020 to provide a Comprehensive Financial Review/Report with respect to the County’s General Fund and Sussex Service Authority (the “Authority”).

- The Goals & Objectives of the Comprehensive Financial Review are to provide the following:
 - Trend analyses of the County’s General Fund and Utility Enterprise Funds.

 - Comparative of the County in relation to National and Virginia credit rating medians and Virginia local government peers (in terms of budget size and population).

 - Evaluation of the County’s Debt and Fund Balance positions and Recommend potential Financial Policies for the Council’s consideration related to Fund Balance and Debt Management, amongst other items.

 - Estimated debt affordability for the General Fund.

 - Pro-forma projections and estimated rate impacts for the Sussex Service Authority based on currently anticipated capital investment needs.

General Fund Trend Analysis | FY 2016 – FY 2020



The County's recurring General Fund Operations have been managed very well allowing the County to generate break-even to positive financial results and invest in capital projects.

■ General Fund Operations:

- The County has historically operated with structurally balanced budgets over the past five years.
- Transfers out generally reflect amounts that have been transferred to the County Capital Projects Fund that are applied to CIP needs in a give year or “banked” in anticipation of larger capital needs.
- FY 2019 excess was related to larger than expected landfill tipping fees which were transferred out the following year in FY 2020.

	1	2	3	4	5	
GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
1 Changes in General Fund Balance						
2 Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
3 Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
4 Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
5 Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
6 Other Sources (Uses)	-	-	-	-	-	
7 Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	

General Fund | Importance of Landfill Revenue



The County's Landfill Revenues represent over one-fifth (1/5) of the County's Total General Fund Revenue.

■ Landfill Revenue

- Landfill revenues are a large component of the County's operating budget having averaged about 22% of the General Fund revenues over the past five years.
- On average Landfill revenues average approximately \$5.6 Million per year and are greater than the County's Real Estate Property Taxes.
 - This amount of recurring Landfill revenues translates to a Real Estate tax equivalent 61¢ on the County's Real Estate tax rate (assuming 1¢ = \$88,200).
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County, which may adversely impact this revenue stream on a going forward basis.

	1	2	3	4	5	
REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes - Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
2 General Property Taxes - Other	4,340,174	4,399,131	4,712,494	4,390,892	4,635,019	0.4%
3 Landfill Tipping Fees	4,396,660	4,746,266	5,497,539	7,547,372	5,591,223	2.2%
4 All Other General Fund Revenue	9,452,601	9,145,444	9,161,798	10,163,036	10,015,973	2.1%
5 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
6						
7 Landfill Tipping Fees % of Total Revenue	19.3%	20.5%	22.6%	27.7%	22.0%	

Potential Long-term Approach | Reducing Reliance on Landfill Revenues



■ *Recommended Approach to reducing reliance on Landfill Revenues:*

- The only viable approach to reducing the General Fund’s reliance on \$5+ Million of Landfill revenues annually is to invest in economic development to generate New Recurring Revenues.

- *Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:*
 - No New Recurring Revenues over first 5 years - assumes County investment is required.
 - Economic Development results in New Recurring Revenues added each year beginning in Year 6.
 - New Recurring Revenues are added each year and assumed to have the potential to grow at approximately 2.5%.
 - New Recurring Revenue stream is “banked” over the first 30 years to create an approximate \$45 to \$50 Million Endowment.

- Preliminary Impact/Result – The County would benefit on/about year 30:
 - New Recurring Revenue Stream grows to approximately \$3.7 Million in recurring cash flow by year 30.
 - Endowment approximating \$45 Million, which generates interest income of approximately \$1.3 Million (@ 3% investment rate)
 - Total New Revenues (Recurring + Investment Income) approximates \$5+ Million, which can be used to replace Landfill Revenues.



Unassigned Fund Balance | Observations/Proposed Policy

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

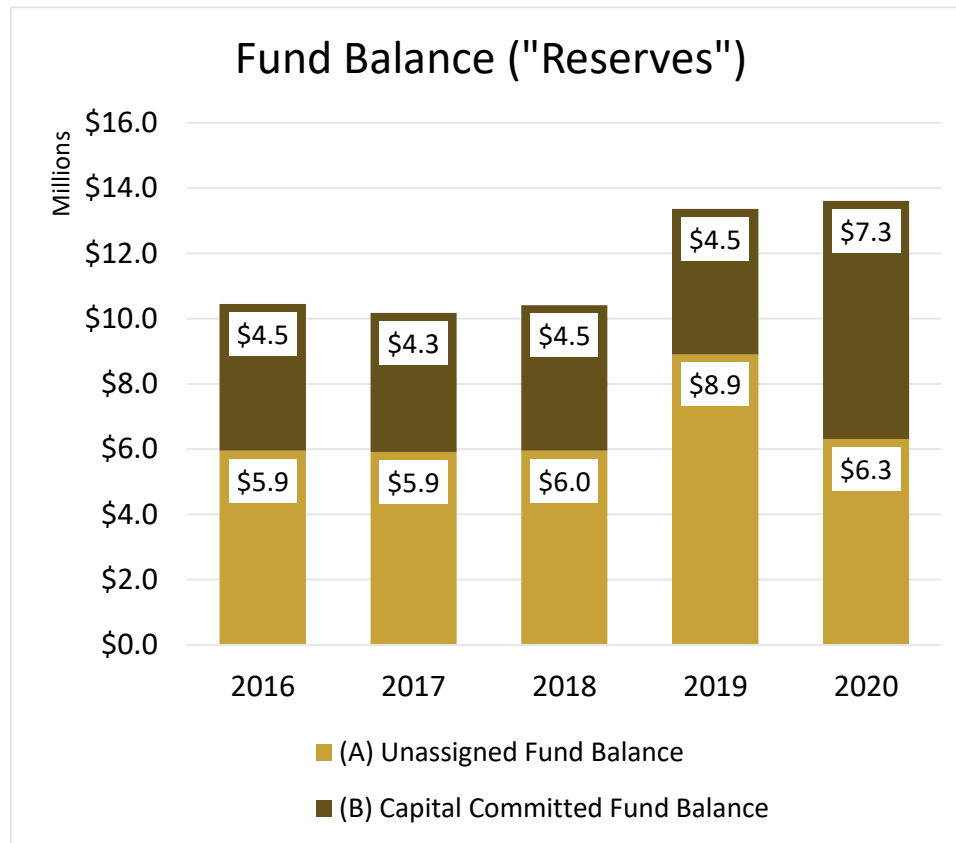
Recommendation:

- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.



County “Reserves”

- The County maintains “Fund Balances” that function as “Reserves”. These are found in two primary buckets:
 - Unassigned Fund Balance; and
 - Capital Projects Committed Fund Balance.



- The County has a very solid level of Capital Reserve Funds that is separate from its Unassigned Fund Balance.
- Collectively, these Reserves approximate \$13.6 Million as of FYE 2020.
- This amount translates into about 53.8% of General Fund Revenues.

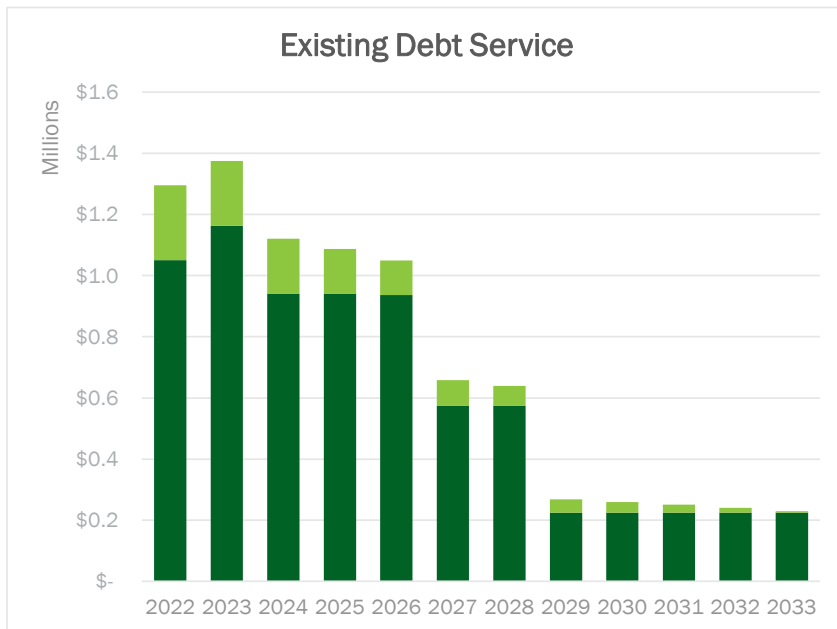
Existing Tax Supported (General Fund/Schools) Debt Profile



Existing Debt – Observations and Considerations:

- There are no refunding opportunities at this time.
- The County’s 10-year payout ratio of its General Fund Debt is approximately 93.8%.
- All of the County’s existing debt is school related and is comprised of VPSA, direct Literary Loans and QZABs with no significant refunding opportunities.
- By FY 2027, the County begins to have a significant decline in debt service and increasing new debt affordability.

Total Tax-Supported Debt Service



Total Tax-Supported Debt Service

	Fiscal Year	Principal	Interest	Total
1	2022	\$ 1,050,600	\$ 244,644	\$ 1,295,245
2	2023	1,162,840	211,688	1,374,528
3	2024	941,397	178,731	1,120,128
4	2025	941,397	145,774	1,087,171
5	2026	936,400	112,943	1,049,343
6	2027	575,127	82,489	657,616
7	2028	575,117	63,997	639,114
8	2029	225,000	43,256	268,256
9	2030	225,000	34,144	259,144
10	2031	225,000	25,594	250,594
11	2032	225,000	15,356	240,356
12	2033	225,000	5,119	230,119
Total		\$ 7,307,878	\$ 1,163,734	\$ 8,471,612



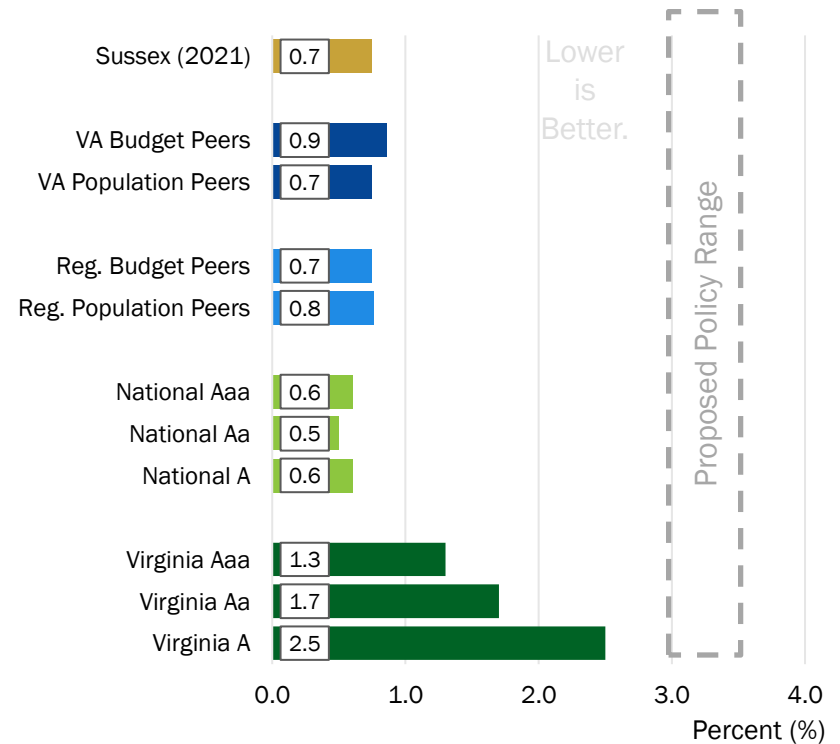
Debt Capacity | Proposed Policy: Debt vs. Assessed Valuation

- General Fund Debt Capacity
 - Debt vs. Assessed Value of taxable property is a key ratio that answers the question *“Can I Borrow This?”*. It is commonly used by rating agencies to measure an issuer’s capacity to support existing and additional debt.
 - The County’s ratio is “Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.*
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt vs. Assessed Value Policy in the 3.0% to 3.5% range.*
- At 3.0%, the County would have approximately \$26 Million of borrowing capacity.*
- At 3.5%, the County would have approximately \$32 Million of borrowing capacity.*

Debt to Assessed Value Peer Comparative



- Rating Considerations:
 - Moody’s: Criteria for General Obligation Credits defines categories of Debt to Assessed Values as:
 - Very Strong (Aaa): < 0.75%
 - Strong (Aa): 0.75% - 1.75%**
 - Moderate (A): 1.75% - 4.0%
 - Weak - Very Poor (Baa and below): > 4.0%
 - S&P: A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.0%, while a negative adjustment is made for a ratio above 10.0%.



Debt Capacity | Proposed Policy: Debt Service vs. Expenditures

General Fund Debt Capacity

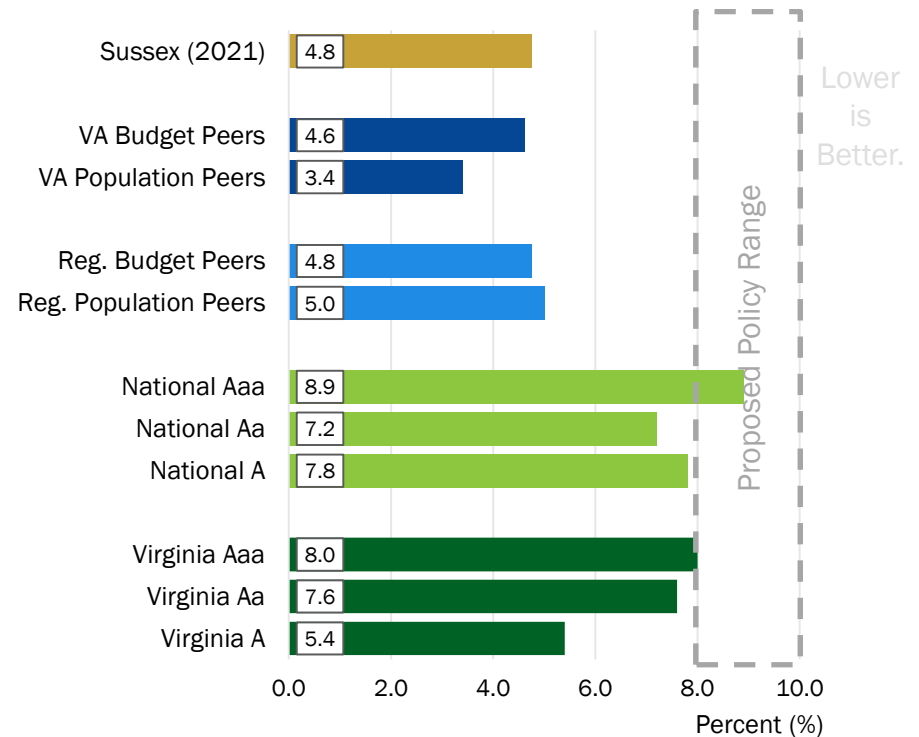
- Debt Service vs. Expenditures is a key ratio because it measures how much of the annual budget is being spent to pay for debt, and can show how much additional debt service can be added before exceeding prudent levels. It answers the *“Can I Afford This?”* question.
- The County’s ratio is “Very Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt Services vs. Expenditures Policy in the 8% to 10% range.
- At 8.0%, the County would have approximately \$20 Million of borrowing capacity.
- At 10.0%, the County would have approximately \$32 Million of borrowing capacity.

Borrowing capacity assumes 25 year financing at 3.5%.

Debt Service vs. Expenditures Peer Comparative



Rating Considerations:

- Moody’s: Moody’s criteria allows for a scorecard adjustment if an issuer has very high or low debt service relative to its budget Percent.
- S&P: The Debt and Contingent Liabilities section defines categories of Net Direct Debt as a % of Total Governmental Funds Expenditures as follows:

– Very Strong:	<8%
– Strong:	8% to 15%
– Adequate:	15% - 25%
– Weak:	25% - 35%
– Very Weak:	> 35%

Source: County CAFRs, Moody’s Investor Services, and S&P.



Potential Debt Affordability | Future CIP Cash Flow Analysis

- Davenport has analyzed the potential cash flow and Equivalent Real Estate Tax impact of Future CIP Projects totaling approximately \$23.5 Million which are comprised of the following:

Projects Financed	Amount	Timing	Financing Type	Interest Rate	Repayment
Equipment	\$ 11,806,448	FY2021-FY2031	Bank Lease	2.25%	7-10 Years
Fire Stations	\$ 5,000,000	FY2022	USDA	2.25%	40 Years
Subtotal Fire/EMS Needs	\$ 16,806,448				
County Facilities (Option 1)					
Subtotal County Facilities	\$ 6,667,000	FY 2023	USDA	2.25%	40 Years
Total All Needs	\$ 23,473,448				

- Note: Based on presentations to the Finance Committee and Board of Supervisors in early February, the County has given direction to proceed with the Master Lease funding approach for Equipment needs.

- Our analysis provides an estimated Equivalent Tax Impact assuming a potential combination of Bank Lease Financing for Equipment and USDA for “bricks and mortar” facilities (i.e. Fire Stations and County Buildings). We have analyzed the following two Scenarios:
 - Scenario 1: Equivalent Tax Impact as new revenues are needed; Without Capital Reserve Funds.
 - Scenario 2: Potential Upfront Equivalent Tax Impact; With \$2.4 Million of Capital Reserve Funds strategically used to “offset” debt service.

Potential Debt Affordability | Preliminary Results Scenario 1

Without Use of Capital Reserve Funds



■ Scenario 1 assumes:

- New revenues (Equivalent Real Estate Tax) are raised beginning in FY 2023 and continuing through FY 2026;
- No Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 1	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.07¢	--	--	2.07¢	-
2023	1.97¢	1.16¢	--	3.13¢	-
2024	--	--	--	--	-
2025	--	--	1.77¢	1.77¢	-
2026	--	--	1.63¢	1.63¢	-
Total	4.04¢	1.16¢	3.40¢	8.60¢	\$ -

Capital Reserve (Per Project): \$0 \$0 \$0 \$0

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*

Potential Debt Affordability | Preliminary Results Scenario 2

With Use of Capital Reserve Funds



■ Scenario 2 assumes:

- New revenues (Equivalent Real Estate Tax) are raised upfront in FY 2022;
- Approximately \$2.4 Million of Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 2	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000
2023	--	--	--	--	-
2024	--	--	--	--	-
2025	--	--	--	--	-
2026	--	--	--	--	-
Total	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000

Capital Reserve (Per Project): \$400,000 \$1,000,000 \$1,000,000 \$2,400,000

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



Sussex Service Authority | Preliminary Observations

■ Preliminary Observations:

- The Authority is fully self supporting from water and sewer service charges, however, it is heavily reliant upon DOC related revenues and fees.
- Based on the Authority's FY 2021 Budget, rate increases appear to be necessary to keep up with inflationary costs, meet minimum 1.15x Debt Service Coverage and other funding requirements commencing in FY 2022.
 - Rate adjustments for all customers (DOC and Non-DOC) should be implemented on a regular basis.
- Debt Service coverage is governed by the Authority's Master Trust Agreement and its budget has to provide for 1.15x Debt Service Coverage and apply certain DOC Fees toward restricted repair & replacement funds.
- The Authority has very limited debt capacity to borrow for future capital needs until at the earliest FY 2027.
 - This means that funding potential Economic Development-related Capital Projects in the near term could require rate over and above typical inflationary adjustments.
- Based on current market conditions, the Authority has approximately \$2 Million of existing 2011 and 2012 Bonds that could potentially be refunded in mid-August 2021 for interest rate savings.
 - Total cash flow savings is currently estimated at \$158,000 or about 7.4% on a present value basis (Note: Industry standard benchmark for a transaction to be considered worthwhile is 3.0%)
 - This savings approximates \$14,350 per year through FY 2032.

Continued on the Next Page



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■ Preliminary Observations:

- The Authority has had a consistent track record of raising rates every year to keep up with inflation and its debt related covenants.
- Based on a comparison of surrounding communities the Authority the 6th lowest monthly residential water and Sewer bills (assumes 5,000 gallons of use) and is below the average of comparable surrounding localities.

Monthly Water Bill - 5,000 Gal		
	Rate/5000gals	
1	City of Emporia	\$48.92
2	Isle of Wight County	\$44.57
3	Town of Blackstone	\$41.50
4	Town of Smithfield	\$37.34
5	Southampton County	\$34.00
6	Sussex Service Authority	\$30.00
7	Greensville County Water/Sewer Auth	\$28.25
8	Town of Crewe	\$27.50
9	Prince George County	\$24.41
10	Dinwiddie County Water Authority	\$24.32
Average		\$34.08

Monthly Sewer Bill - 5,000 Gal		
	Rate/5000gals	
1	Town of Smithfield(1)	\$66.53
2	Town of Crewe	\$61.50
3	Isle of Wight County(1)	\$56.67
4	City of Emporia	\$46.13
5	Prince George County	\$44.15
6	Sussex Service Authority	\$44.00
7	Southampton County	\$44.00
8	Town of Blackstone	\$41.59
9	Greensville County Water/Sewer Auth	\$39.79
10	Dinwiddie County Water Authority	\$32.82
Average		\$47.72
(1) Includes HRSD Fee \$39.17/5,000 gal/month		

Source: Draper Aden 31st Annual Virginia Water and Wastewater Rate Report and websites.

Sussex Service Authority | Summary of Results



- Based on our review of the Authority’s information Potential Future Capital Projects, Davenport has developed a preliminary pro forma to analyze the following scenarios:
 - Scenario 1: Estimated Rate Impact assuming no new debt is undertaken.
 - Scenario 2: Estimated Rate Impact assuming \$5 Million in new debt for Economic Development-related Projects.

■ **Preliminary Results:**

	Scenario 1		Scenario 2	
O&M Expense Growth	2% per year		2% per year	
Additional Debt	\$0		\$5 Million	
Estimated Rate Impact				
FY 2022	Non-DOC 4.5%	DOC 4.5%	Non-DOC 4.5%	DOC 4.5%
FY 2023	2.25%	0%	16.5%⁽¹⁾	0%
FY 2024 and thereafter	2.25% (every year)	4.25% (every two years)	2.25% (every year)	4.25% (every two years)

Note: The estimated 4.5% rate increases in FY 2022 are based on a 2% expense growth assumption and calculated to meet minimum Debt Service Coverage and fund the DOC R&R requirements. The 2.25% annual rate Non-DOC adjustments and 4.25% biennial DOC rate adjustments thereafter are projections based on expense growth assumptions of 2% and may need to be higher depending on O&M expense projections.

(1) Alternatively, the approximate \$350,000 in debt service per year (assumes 20 year financing at 3.0%) related to the \$5 Million Economic Development capital investment would require County Support in lieu of an approximate 16.5% rate increase.

Sussex Service Authority | Preliminary Pro Forma Results



■ Preliminary Results: - Estimated Impact on Residential Monthly Bill

– Scenario 1: Estimated Rate Impact assuming no new debt is undertaken.

<i>Residential Water Bill</i>						
<u>Scenario 1 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$30.00	\$31.35	\$32.06	\$32.78	\$33.51	\$34.27
Monthly \$ Change	--	\$1.35	\$0.71	\$0.72	\$0.74	\$0.75
% Change		4.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$360.00	\$376.20	\$384.66	\$393.32	\$402.17	\$411.22
Annual \$ Change	--	\$16.20	\$8.46	\$8.65	\$8.85	\$9.05

<i>Residential Sewer Bill</i>						
<u>Scenario 1 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$44.00	\$45.98	\$47.01	\$48.07	\$49.15	\$50.26
Monthly \$ Change	--	\$1.98	\$1.03	\$1.06	\$1.08	\$1.11
% Change		4.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$528.00	\$551.76	\$564.17	\$576.87	\$589.85	\$603.12
Annual \$ Change	--	\$23.76	\$12.41	\$12.69	\$12.98	\$13.27

Sussex Service Authority | Preliminary Pro Forma Results



■ Preliminary Results: - Estimated Impact on Residential Monthly Bill

– Scenario 2: Estimated Rate Impact assuming \$5 Million in new debt for Economic Development-related Projects.

<i>Residential Water Bill</i>						
<u>Scenario 2 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$30.00	\$34.95	\$35.74	\$36.54	\$37.36	\$38.20
Monthly \$ Change	--	\$4.95	\$0.79	\$0.80	\$0.82	\$0.84
% Change		16.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$360.00	\$419.40	\$428.84	\$438.49	\$448.35	\$458.44
Annual \$ Change	--	\$59.40	\$9.44	\$9.65	\$9.87	\$10.09

<i>Residential Sewer Bill</i>						
<u>Scenario 2 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$44.00	\$51.26	\$52.41	\$53.59	\$54.80	\$56.03
Monthly \$ Change	--	\$7.26	\$1.15	\$1.18	\$1.21	\$1.23
% Change		16.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$528.00	\$615.12	\$628.96	\$643.11	\$657.58	\$672.38
Annual \$ Change	--	\$87.12	\$13.84	\$14.15	\$14.47	\$14.80



Key Takeaways

- The County has conservatively operated with structurally balanced budgets.
- However, the County relies significantly on approximately \$5+ Million of annual landfill revenues to balance its budget.
 - This level of Landfill Revenues translates into an approximate 61¢ equivalent real estate tax impact.
- The only viable way of reducing the General Fund’s reliance on Landfill Revenues is through investment in economic development over a long-term (i.e. 30 year) horizon.
 - Potential New Recurring Revenues generated by economic development can be used to create an “Endowment” strategy that will help bolster the County’s finances and wherewithal to replace Landfill Revenues in the General Fund Budget.
- The County’s Available (Unassigned Fund Balance and Capital Committed Fund Balance) is very healthy and provides financial flexibility.
- The County’s General Fund (Tax Supported) Debt to Assessed Value is very low at 0.7.
 - At the proposed policy level of 3.0% to 3.5%, the County would have approximately \$26 to \$32 million of additional borrowing capacity.

Continued on the Next Page



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- The County's Debt Service to Expenditures is relatively modest at 4.8%.
 - At 10% to 12% Debt Service To Expenditures, the Town could borrow⁽¹⁾ approximately \$20 Million to \$32 Million of potential borrowing capacity.

- An approximate one-time 5¢ real estate tax increase would allow the County to provide for a sustainable long-term capital program.
 - It is important to note that this approach relies on the County maintaining its debt service budgeted levels at the approximate \$1.8 million that results from this increase.

- The Sussex Service Authority is self supporting from water and sewer charges and fees. However, it is important to note the following:
 - The Authority is heavily reliant upon the DOC facilities.
 - It has had a good track record of routinely raising rates and should continue to do so for both the DOC and Non-DOC Customers in order to meet all of its financial covenants.
 - The average monthly bill for residential water and sewer users (5,000 gals) is below the average for comparable surrounding localities.
 - The Authority has limited capacity to borrow for economic development capital needs until FY 2027. However, with an estimated 16.5% increase for Non-DOC customers, it could potentially fund approximately \$5 Million in economic development capital investment.

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- The County should consider adoption of Policies and Procedures that are considered “Best Management” practices of local governments which include the following:
 - Recommended procedures as outlined in the Accounts Payable Workflow Process report as provided by Anne Seward Consulting.
 - Comprehensive Financial Policy Guidelines to include, but not be limited to the following:
 - Proposed Debt Management Policies that incorporate the key debt ratios presented herein (e.g. Debt vs. Taxable Valuation/Debt Service vs. Expenditures).
 - Proposed Unassigned Fund Balance and Budget Stabilization “Reserve” Policies as presented herein.
 - Financial reporting, budget development, economic development policies, amongst others.
 - Annual reporting for all not-for-profit agencies (i.e. volunteer rescue squads, others) that receive routine County funding in order to provide transparency, accountability and assist grant writing processes. Such reporting would include, but not be limited to:
 - Annual Financial report on/about 60 days from the end of the fiscal year;
 - Vehicle condition, etc. (in the case of volunteer rescue squads);
 - Activity reports; and
 - Other reports that may provide information on the application of funds provided by the County.



B. Overview | Davenport Approach and Goals & Objectives



Overview | Davenport Approach

- Davenport & Company LLC (“Davenport”) serves as Financial Advisor to towns, cities, counties, authorities, and other local governmental entities across the Commonwealth on Debt and Capital Funding, Investments, and strategic Multi-Year Financial planning.

- Using the County’s annual Audited Financial reports and debt documentation provided by the County, as well as meetings and direct discussion with County Staff, Davenport has completed a Comprehensive Review of the County’s historical financial results and existing debt profile.

- As part of this Comprehensive Review, Davenport addresses the following topics:
 1. **Peer Comparisons:** In order to provide the County with perspective regarding the its financial position, we have compared the County to other Virginia and Regional Peers.

Continued on the next page.



Overview | Davenport Approach

- As part of this Comprehensive Review, Davenport addresses the following topics (cont):

- 2. General Fund Operations:** Reviewing and analyzing the Financial/Cash-Flow Structure of the County.
 - Identifying strengths and weaknesses within the County’s annual General Fund cash-flow and budgets through a multi-year trend analysis.
- 3. Assessment of General Fund Reserve Levels (i.e. Unassigned Fund Balance):** Understanding what appropriate/minimum levels of reserves the County should have for operations in the event of an economic downturn – without the need for a short-term borrowing.
 - Identifying potential amendment to the County’s Unassigned Fund Balance policy.
- 4. Evaluation of the County’s Debt Structure:** Review of the County’s Debt Portfolio in an effort to identify potential refunding candidates that would provide the County with cash flow savings or opportunities to manage future debt payments.

Continued on the next page.



Overview | Davenport Approach

- As part of this Comprehensive Review, Davenport addresses the following topics (cont):
 5. **Debt Capacity Analysis:** Review of Debt Capacity (i.e. ability to incur additional debt for capital projects while maintaining compliance with “best practices” for local governments).
 - Identifying potential Debt Management Policies for the County’s consideration.
 6. **Debt Affordability Analysis:** Review of County’s Debt Affordability (i.e. the budgetary impact of incurring additional debt for capital projects under a variety of scenarios).
 - Analyzing approaches to address potential General Fund capital needs.
 7. **Review of the Sussex Service Authority:** Review of the Authority’s historic finances, current budget and preliminary projections for supporting additional debt related to planned capital improvements.

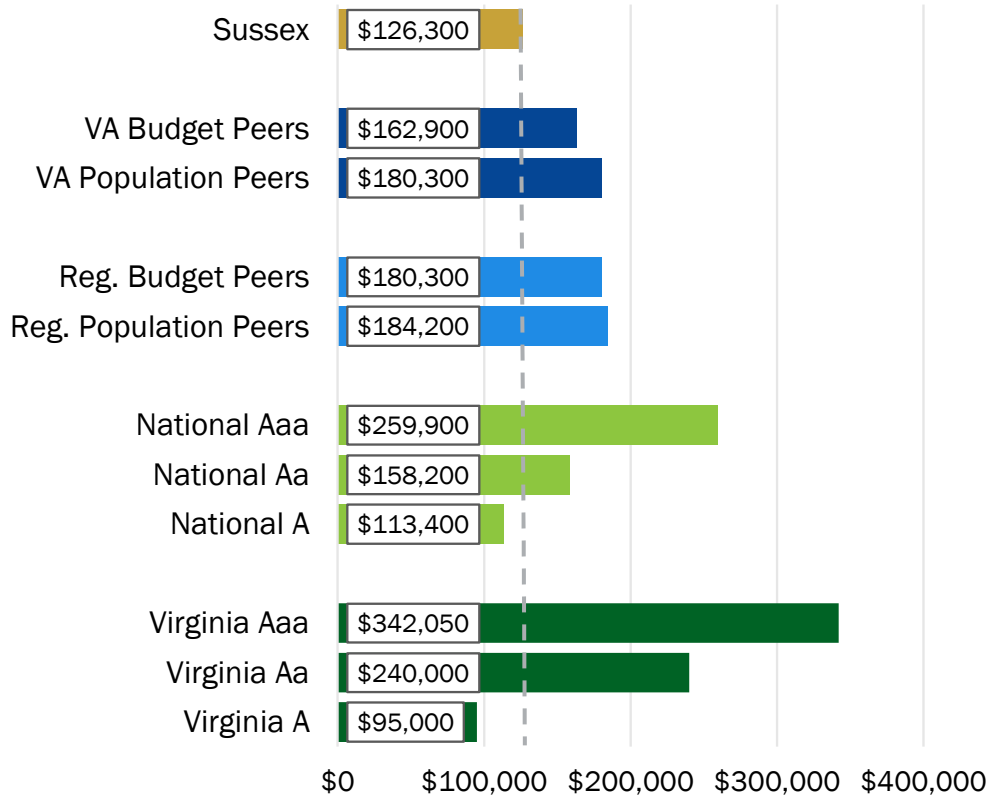


C. Financial Review



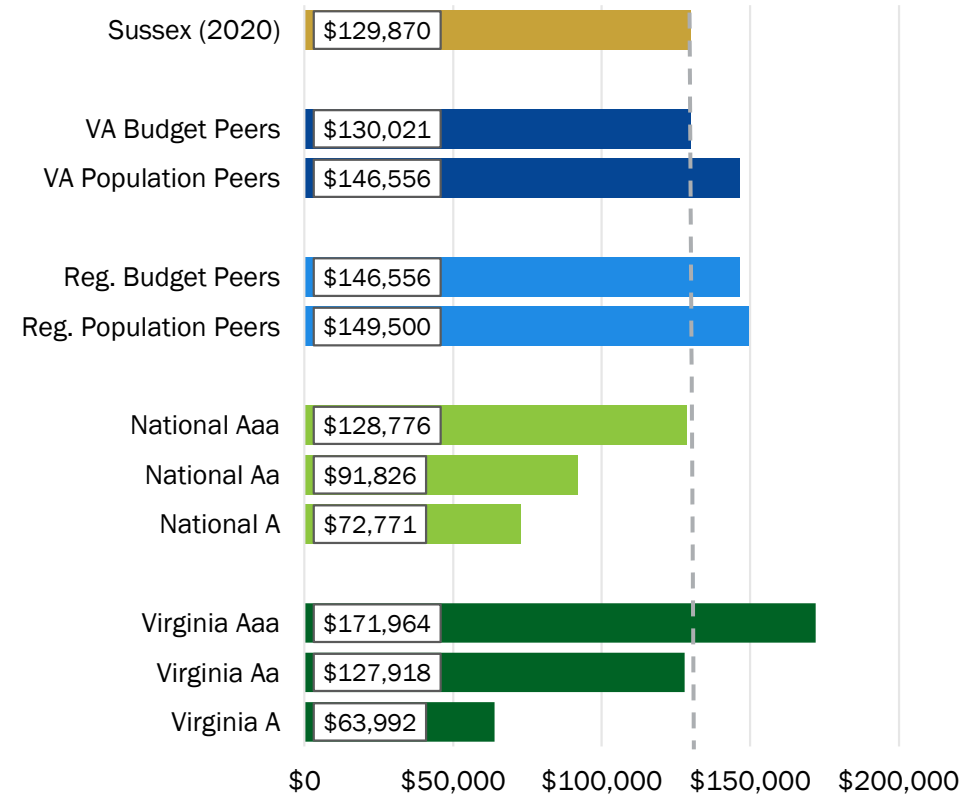
1. Peer Comparatives | Key Economic Statistics

Median Home Value



Full Value per Capita⁽¹⁾

(1) Population adjusted for prisons.



The County's Median Home Value is below its Regional Peer Group Medians and falls between the 'A' and 'Aa' Virginia and National Medians.

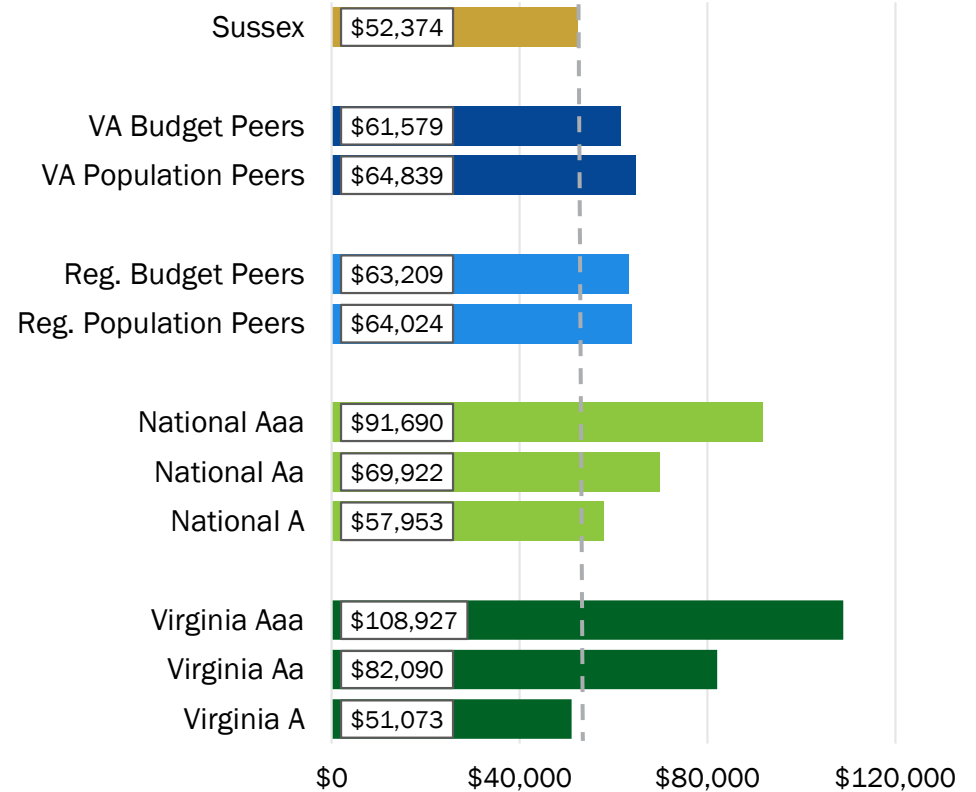
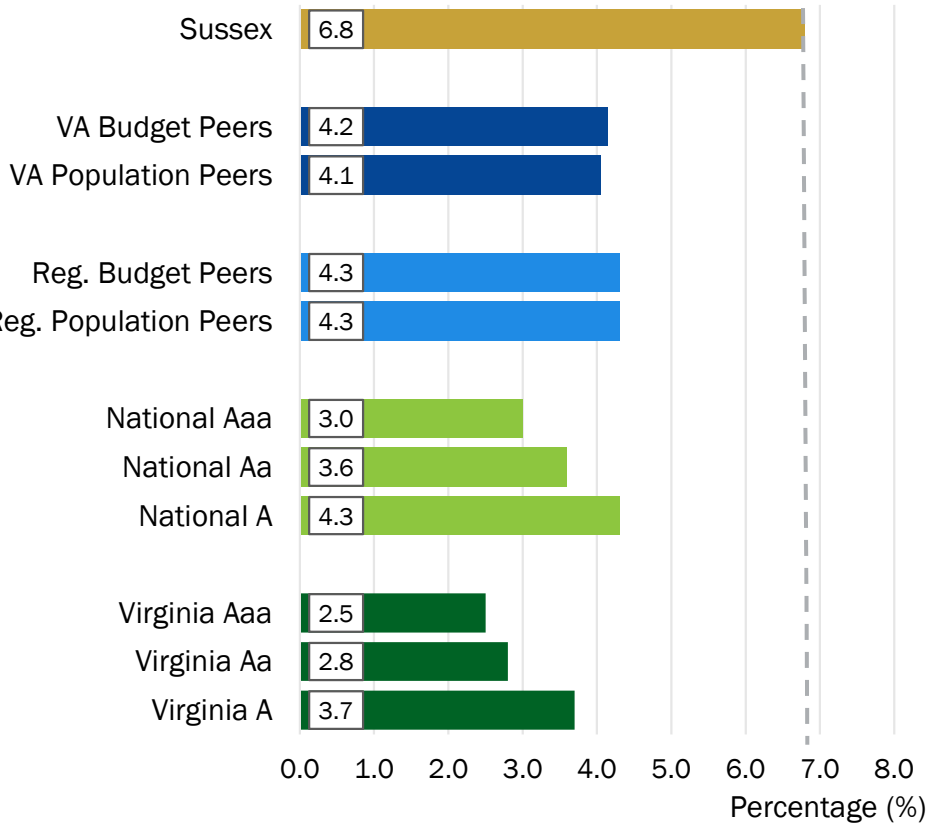
The County's Full Value per Capita is below its Regional Peer Group Medians and falls between the 'A' and 'Aa' Virginia and National Medians.



1. Peer Comparatives | Key Economic Statistics

Unemployment

Median Family Income



The County's Unemployment Rate is higher than its Regional Peer Group Medians and rated Virginia and National Medians.

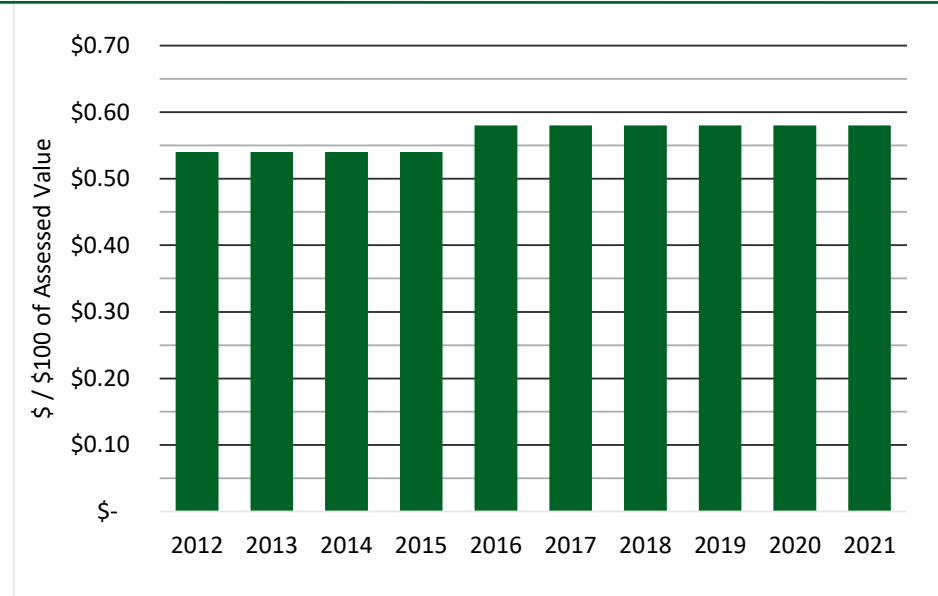
The County's Median Family Income is below its Regional Peer Group Medians and National Medians.



1. Peer Comparatives | Real Estate Tax Rate

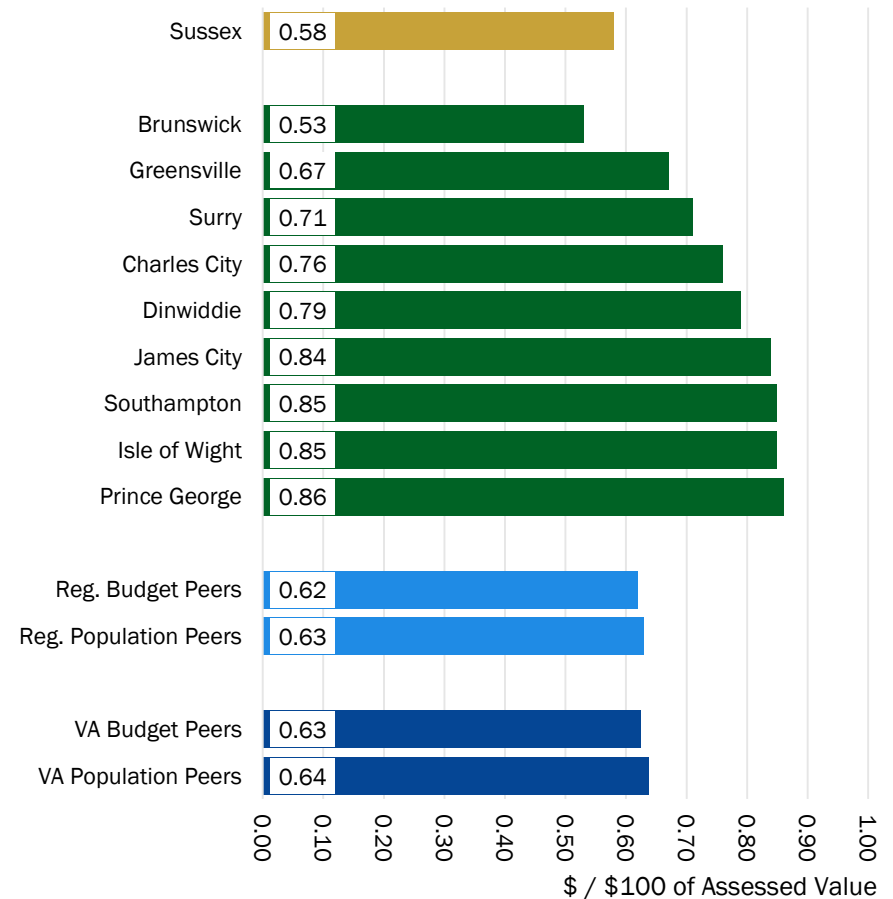
The County's Real Estate Tax Rate was increased once in the past decade from 54¢ to 58¢ per \$100 of A.V. and is amongst the lowest of the counties in the immediate area.

Historical Real Estate Tax Rate



Real Estate Tax	
Tax Year	Rate
2021	\$0.58
2020	\$0.58
2019	\$0.58
2018	\$0.58
2017	\$0.58
2016	\$0.58
2015	\$0.54
2014	\$0.54
2013	\$0.54
2012	\$0.54

Peer Comparative | Counties



2. General Fund Trend Analysis | FY 2016 – FY 2020



The County's recurring General Fund Operations have been managed very well allowing the County to generate break-even to positive financial results and invest in capital projects.

■ General Fund Operations:

- The County has historically operated with structurally balanced budgets over the past five years.
- Transfers out generally reflect amounts that have been transferred to the County Capital Projects Fund that are applied to CIP needs in a give year or “banked” in anticipation of larger capital needs.
- FY 2019 excess was related to larger than expected landfill tipping fees which were transferred out the following year in FY 2020.

	1	2	3	4	5	
GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
1 Changes in General Fund Balance						
2 Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
3 Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
4 Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
5 Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
6 Other Sources (Uses)	-	-	-	-	-	
7 Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	

2. General Fund Operations | FY 2021 Budgeted Revenues



Key Observations:

- Real Property tax rate is unchanged at \$0.58 per \$100 of A.V.
- Total General Property Taxes (\$10.0 Million) are the largest local revenue source and are 39.4% of Total General Fund Revenue.
 - As a subset of the above, Real Property taxes (\$5.1 Million) comprise approximately 20.1% of Total General Fund Revenue.
- Landfill tipping fees (\$5.5 Million) are the second largest local revenue source and are 21.7% of Total General Fund Revenue.
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County.
 - This lost revenue translates into an approximate Real Estate tax impact of 9.4¢ on the County's Real Estate Tax Rate (assuming 1¢ = \$88,200)

	1	2	3	4
REVENUE	2020	2021	2020 to 2021 % Change	% of Gen Fund Rev
1 General Property Taxes				
2 Real Estate	\$ 5,289,150	\$ 5,115,400	-3.3%	20.1%
3 Personal Property	2,673,495	2,728,900	2.1%	10.7%
4 Machinery & Tools	945,942	1,118,800	18.3%	4.4%
5 Public Service Corp	746,544	792,560	6.2%	3.1%
6 Other Categories	270,923	276,250	2.0%	1.1%
7 General Property Taxes	\$ 9,926,054	\$ 10,031,910	1.1%	39.4%
9 Other Local Taxes				
10 Local Sales and Use	\$ 990,054	\$ 897,528	-9.3%	3.5%
11 Transient Occupancy	-	-		
12 Other Categories	398,210	384,150	-3.5%	1.5%
13 Other Local Taxes	\$ 1,388,264	\$ 1,281,678	-7.7%	5.0%
14 Permits, Privilege Fees and Licenses	\$ 444,260	\$ 446,400	0.5%	1.8%
15 Fines & Forfeitures	\$ 1,050,000	\$ 1,125,000	7.1%	4.4%
16 Revenue from Use of Money/Property	\$ 117,500	\$ 145,000	23.4%	0.6%
17 Charges for Services				
18 Landfill Tipping Fees	\$ 5,700,000	\$ 5,536,489	-2.9%	21.7%
19 Other	186,165	179,565	-3.5%	0.7%
20 Designated Use of Unassigned Fund Balance	188,524	-		
21 Charges for Services	\$ 6,074,689	\$ 5,716,054	-5.9%	22.4%
22 Misc/Recovered Costs	\$ 348,358	\$ 379,174	8.8%	1.5%
23 TOTAL LOCAL REVENUE	\$ 19,349,125	\$ 19,125,216	-1.2%	75.1%
24 INTERGOVERNMENTAL - COMMONWEALTH	\$ 3,983,294	\$ 3,973,184	-0.3%	15.6%
25 INTERGOVERNMENTAL - FEDERAL	\$ -	\$ -		
26 SUBTOTAL GENERAL FUND REVENUE (Before other misc	\$ 23,332,419	\$ 23,098,400	-1.0%	90.7%
27 VPA/DSS FUND REVENUE (Excl Local Transfer)	\$ 1,792,109	\$ 1,809,468	1.0%	7.1%
28 CSA FUND REVENUE (Excl Local Transfer)	\$ 551,942	\$ 551,942	0.0%	2.2%
29 IPR PROGRAM REVENUE	\$ 2,025	\$ 2,025	0.0%	0.0%
30 CDBG FUND REVENUE	\$ 3,425	\$ 3,425	0.0%	0.0%
31 LAW LIBRARY FUND REVENUE	\$ -	\$ -	*Note	0.0%
32 TOTAL GENERAL FUND REVENUE (Net of Local Transfers)	\$ 25,681,920	\$ 25,465,260		100.0%
34 School Board				
35 Commonwealth	\$ 9,180,083	\$ 9,773,966	6.5%	
36 Federal	1,989,678	2,039,598	2.5%	
37 Other Miscellaneous	381,855	374,855	-1.8%	
38 TOTAL SCHOOL BOARD	\$ 11,551,616	\$ 12,188,419	5.5%	
40 TOTAL REVENUE	\$ 37,233,536	\$ 37,653,679	1.1%	

*Note: Special Revenue Fund; Excluded for purposes of this analysis.

2. General Fund Operations | FY 2021 Budgeted Expenditures



■ Key Observations:

- Debt Service as a percentage of Total General Fund Expenditures is healthy at 5.7%.
 - As a percentage of the Total Expenditures (General Fund and School Component), Debt Service represents 3.8%, which is low.
 - The industry standard benchmark target is no greater than approximately 10%.
- Based on the County's structurally balanced FY 2021 budget, approximately \$417,000 is budgeted as a transfer to the Capital Projects Fund (i.e. reserves for capital).

	1	2	3	4
	2020	2021	2020 to 2021	% of Gen Fund Rev
EXPENDITURES			% Change	
1 General Government Administration	\$ 2,090,590	\$ 2,314,348	10.7%	9.2%
2 Judicial Administration	1,136,158	1,124,824	-1.0%	4.5%
3 Public Safety	6,357,247	6,447,804	1.4%	25.7%
4 Public Works	1,395,244	1,518,340	8.8%	6.1%
5 Health and Welfare	408,711	365,838	-10.5%	1.5%
6 Education (Excl Local Transfer)	4,495	4,482	-0.3%	0.0%
7 Education (Local Transfer to Sussex Schools)	7,999,170	7,999,170	0.0%	31.9%
8 Parks, Recreation and Cultural	231,698	240,065	3.6%	1.0%
9 Community Development	646,426	619,208	-4.2%	2.5%
10 Debt Service	1,892,533	1,421,641	-24.9%	5.7%
11 Non-Departmental	114,830	121,000	5.4%	0.5%
12 SUBTOTAL GENERAL FUND (Before other misc funds)	\$ 22,277,102	\$ 22,176,720	-0.5%	88.5%
13 VPA/DSS FUND	2,127,832	2,140,958	0.6%	8.5%
14 CSA FUND	725,000	725,000	0.0%	2.9%
15 IPR PROGRAM REVENUE	2,025	2,025	0.0%	0.0%
16 CDBG FUND REVENUE	3,425	3,425	0.0%	0.0%
17 LAW LIBRARY FUND REVENUE	-	-	*Note	
18 TOTAL GENERAL FUND EXPENDITURES (Net of Local Trar	\$ 25,135,384	\$ 25,048,128		100.0%
19				
20 Transfer to Capital Projects Fund	\$ 546,536	\$ 417,132		
21 SCHOOL BOARD EXPENDITURES (Non-Local Portion)	\$ 11,551,616	\$ 12,188,419		
22 TOTAL EXPENDITURES	\$ 37,233,536	\$ 37,653,679		

*Note: Special Revenue Fund; Excluded for purposes of this analysis.

2. General Fund | Importance of Landfill Revenue



The County's Landfill Revenues represent over 1/5 of the County's Total General Fund Revenue.

■ Landfill Revenue

- Landfill revenues are a large component of the County's operating budget having averaged about 22% of the General Fund revenues over the past five years.
- On average Landfill revenues average approximately \$5.6 Million per year and are greater than the County's Real Estate Property Taxes.
 - This amount of recurring Landfill revenues translates to a Real Estate tax equivalent 61¢ on the County's Real Estate tax rate (assuming 1¢ = \$88,200).
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County, which may adversely impact this revenue stream on a going forward basis.

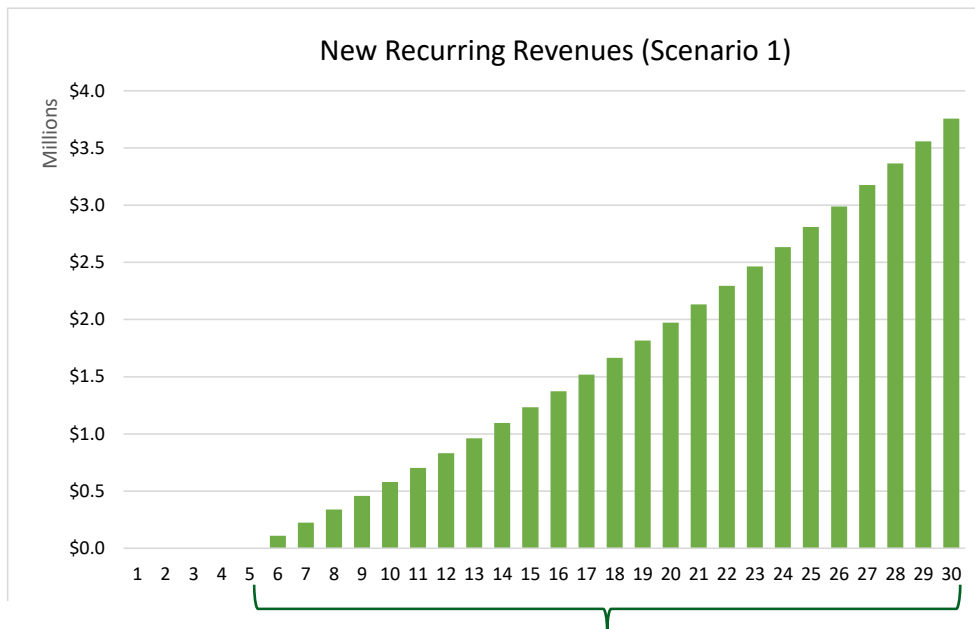
	1	2	3	4	5	
REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes - Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
2 General Property Taxes - Other	4,340,174	4,399,131	4,712,494	4,390,892	4,635,019	0.4%
3 Landfill Tipping Fees	4,396,660	4,746,266	5,497,539	7,547,372	5,591,223	2.2%
4 All Other General Fund Revenue	9,452,601	9,145,444	9,161,798	10,163,036	10,015,973	2.1%
5 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
6						
7 Landfill Tipping Fees % of Total Revenue	19.3%	20.5%	22.6%	27.7%	22.0%	



2. General Fund | Replacing Landfill Revenue (Scenario 1)

■ Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:

- No New Recurring Revenues over first 5 years - assumes County investment is required.
- Economic Development results in New Recurring Revenues over time beginning in Year 6.
- New Recurring Revenues are added regularly (averaging \$110,000 per year) and assumed to have the potential to grow at approximately 2.5%.
- New Recurring Revenue stream is “banked” to create an approximate \$45 to \$50 Million endowment.



1. *New Recurring Revenues grow to a \$3.7 Million annual recurring stream.*

2. *New Recurring Revenues grow and then are banked to create an “Endowment” that can generate approximately \$1.3 Million in interest income annually.*

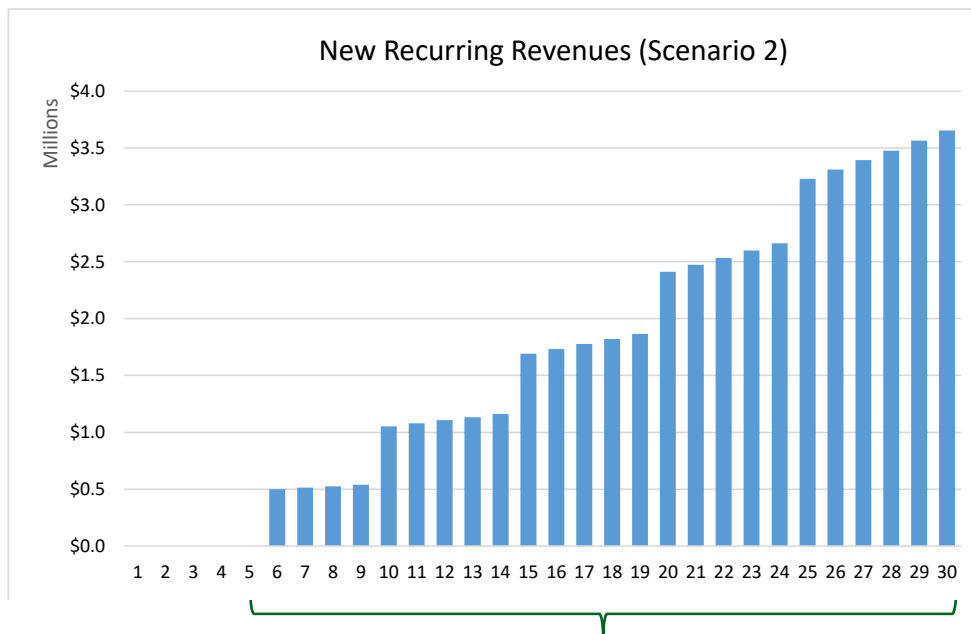
Combination of 1 + 2 results in an approximate \$5+ Million cash flow that could replace Landfill Revenues.



2. General Fund | Replacing Landfill Revenue (Scenario 2)

■ Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:

- No New Recurring Revenues over first 5 years - assumes County investment is required.
- Economic Development results in New Recurring Revenues over time beginning in Year 6.
- New Recurring Revenues are added regularly (averaging \$500,000 every 5 years) and assumed to have the potential to grow at approximately 2.5%.
- New Recurring Revenue stream is “banked” to create an approximate \$45 to \$50 Million endowment.



1. *New Recurring Revenues grow to a \$3.7 Million annual recurring stream.*

2. *New Recurring Revenues grow and then are banked to create an “Endowment” that can generate approximately \$1.3 Million in interest income annually.*

Combination of 1 + 2 results in an approximate \$5+ Million cash flow that could replace Landfill Revenues.



3. Unassigned Fund Balance | Observations/Proposed Policy

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

Recommendation:

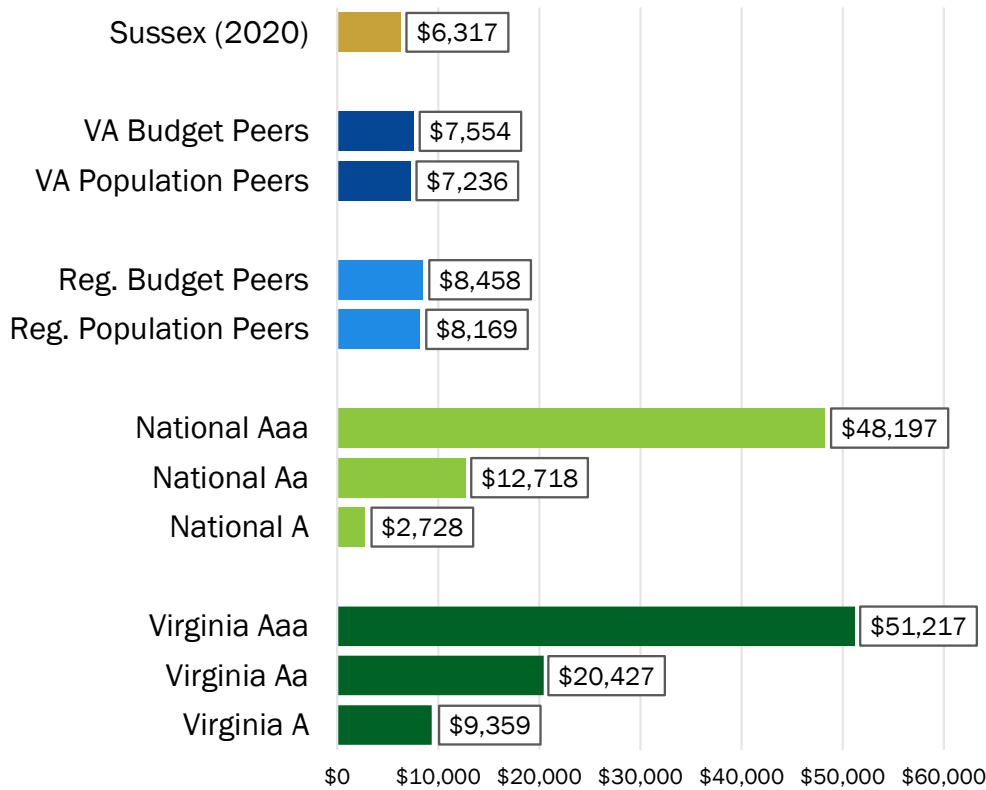
- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.



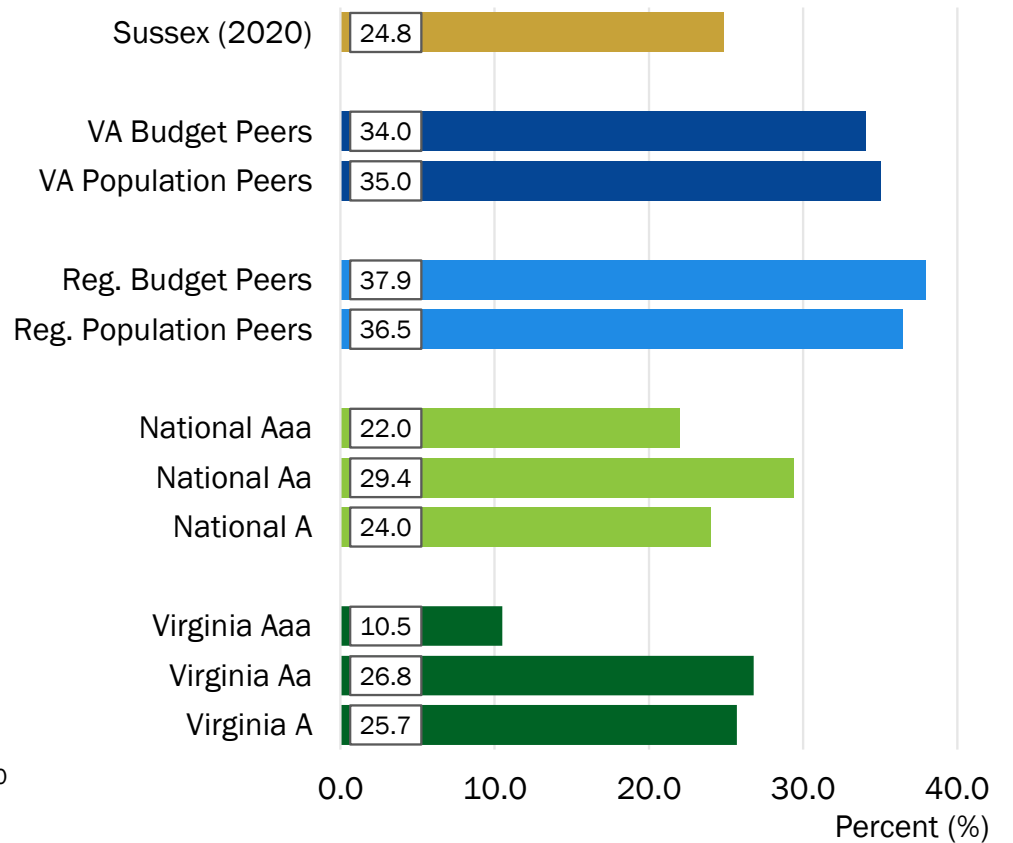
3. Peer Comparison | Unassigned Fund Balance

- The County's Unassigned Fund Balance is slightly below its Peers when measured in terms of Dollars (\$) and as a Percentage (%) of General Fund Revenues.

Unassigned Fund Balance (\$)



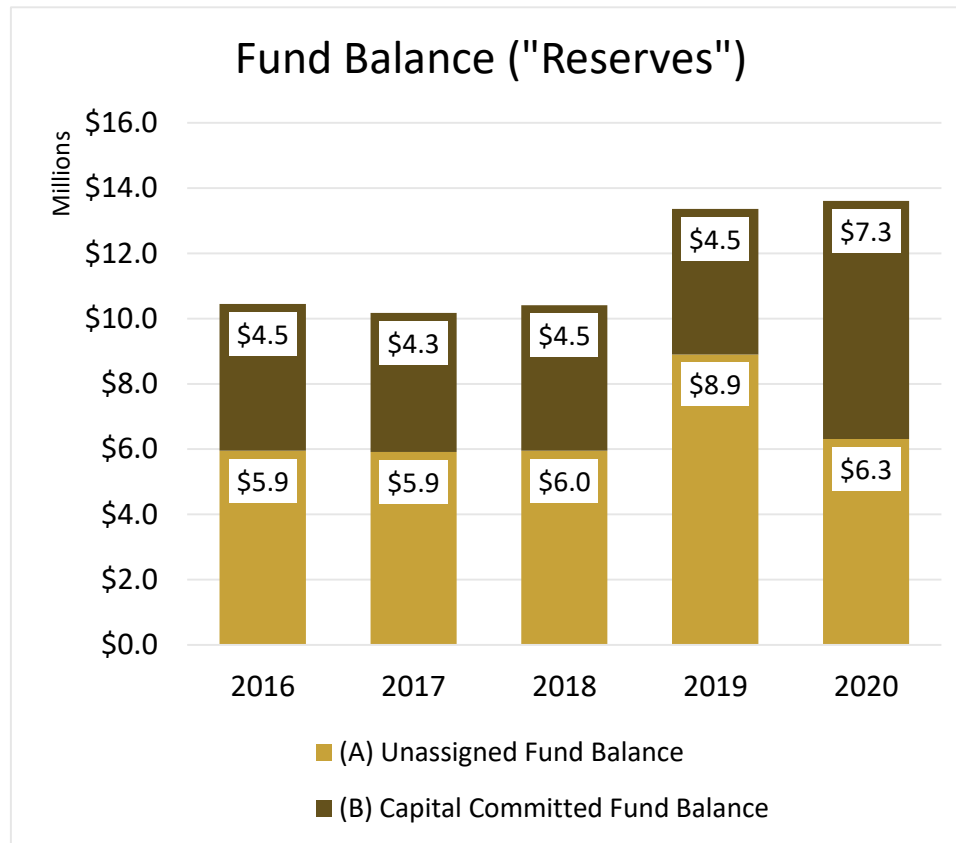
Unassigned Fund Balance as a % of General Fund Revenues





3. Fund Balance | “Reserves”

- The County maintains “Fund Balances” that function as “Reserves”. These are found in two primary buckets:
 - Unassigned Fund Balance; and
 - Capital Projects Committed Fund Balance.



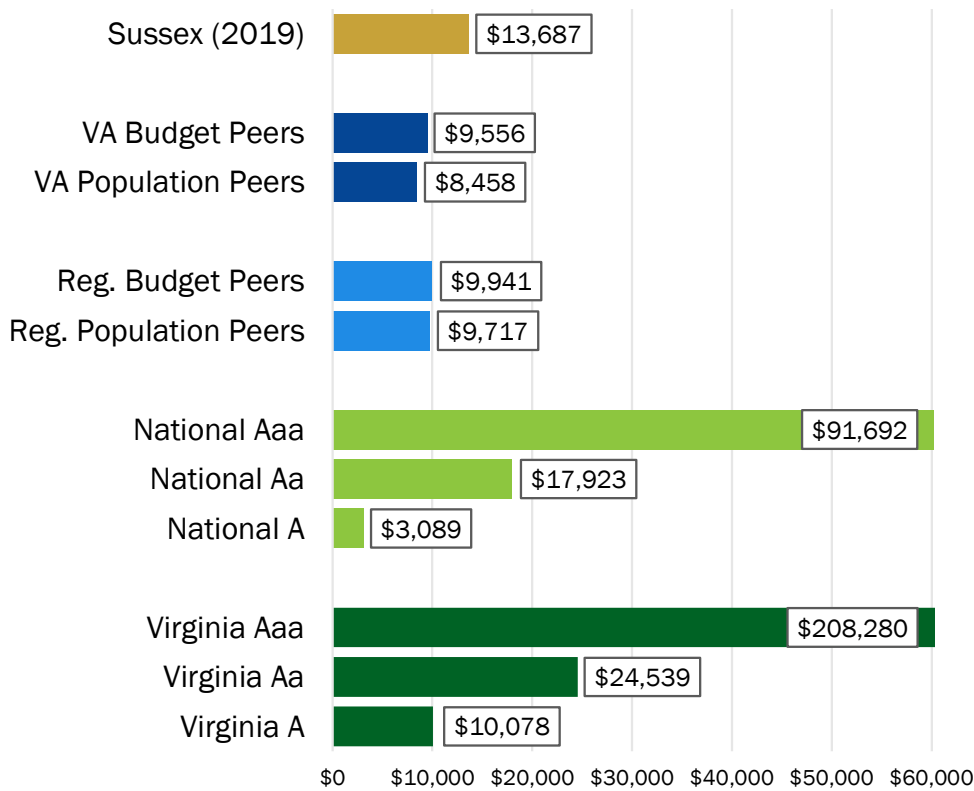
- The County has a very solid level of Capital Reserve Funds that is separate from its Unassigned Fund Balance.
- Collectively, these Reserves approximate \$13.6 Million as of FYE 2020.
- This amount translates into about 53.8% of General Fund Revenues.



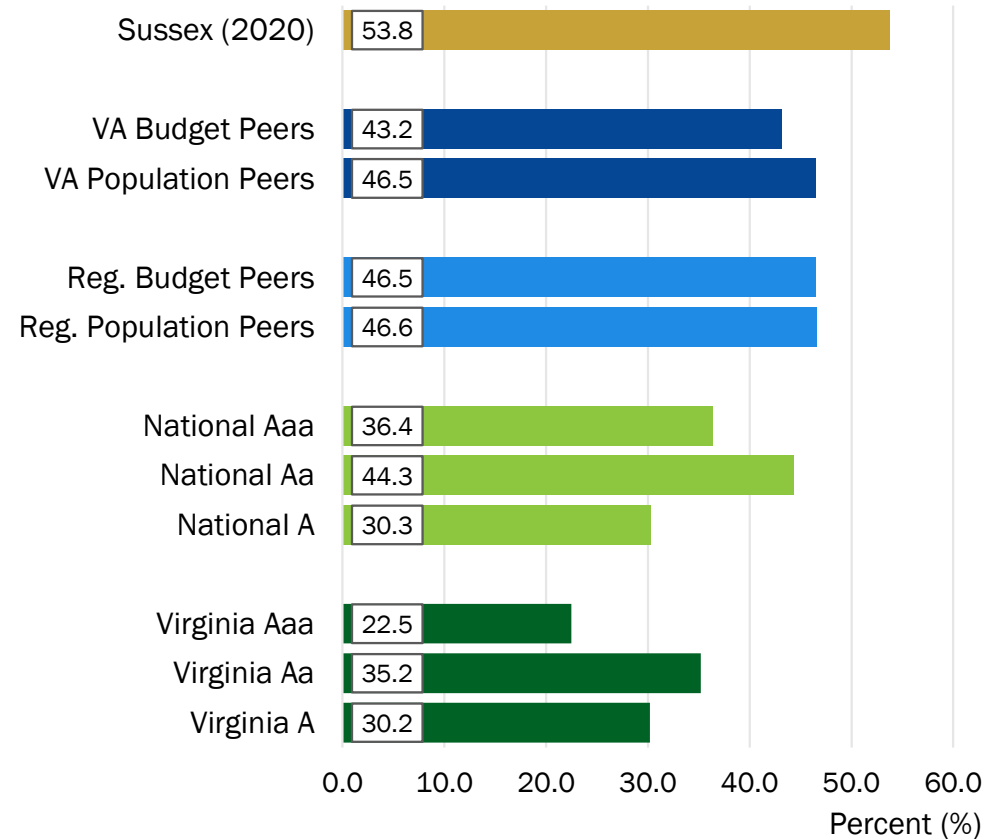
3. Peer Comparison | “Reserves” or Available Fund Balance

- The County’s Available Fund Balance (i.e. Reserves comprised of Unassigned Fund Balance and Capital Projects Committed Fund Balance) is **above** its Peers when measured in terms of Dollars (\$) and as a Percentage (%) of General Fund Revenues.

Available Fund Balance (\$)



Available Fund Balance as a % of General Fund Revenues





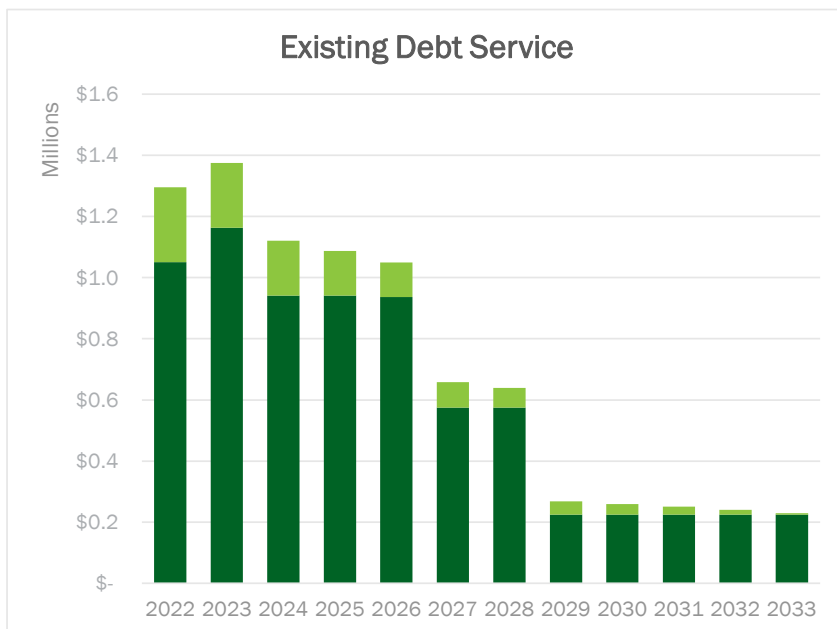
4.

Existing Tax Supported (General Fund/Schools) Debt Profile

Existing Debt – Observations and Considerations:

- There are no refunding opportunities at this time.
- The County’s 10-year payout ratio of its General Fund Debt is approximately 93.8%.
- All of the County’s existing debt is school related and is comprised of VPSA, direct Literary Loans and QZABs with no significant refunding opportunities.
- By FY 2027, the County begins to have a significant decline in debt service and increasing new debt affordability.

Total Tax-Supported Debt Service



Total Tax-Supported Debt Service

	Fiscal Year	Principal	Interest	Total
1	2022	\$ 1,050,600	\$ 244,644	\$ 1,295,245
2	2023	1,162,840	211,688	1,374,528
3	2024	941,397	178,731	1,120,128
4	2025	941,397	145,774	1,087,171
5	2026	936,400	112,943	1,049,343
6	2027	575,127	82,489	657,616
7	2028	575,117	63,997	639,114
8	2029	225,000	43,256	268,256
9	2030	225,000	34,144	259,144
10	2031	225,000	25,594	250,594
11	2032	225,000	15,356	240,356
12	2033	225,000	5,119	230,119
Total		\$ 7,307,878	\$ 1,163,734	\$ 8,471,612



5. Debt Capacity | Proposed Policy: Debt vs. Assessed Valuation

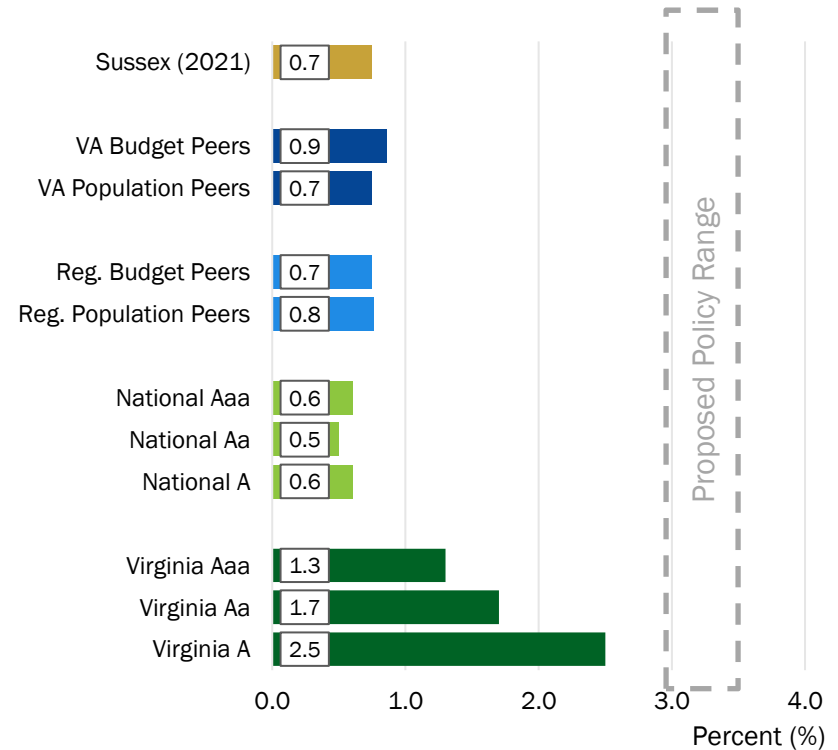
General Fund Debt Capacity

- Debt vs. Assessed Value of taxable property is a key ratio that answers the question *“Can I Borrow This?”*. It is commonly used by rating agencies to measure an issuer’s capacity to support existing and additional debt.
- The County’s ratio is “Strong” from the Rating Agencies’ perspective.

Recommendation:

- *Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.*
- *Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt vs. Assessed Value Policy in the 3.0% to 3.5% range.*
- *At 3.0%, the County would have approximately \$26 Million of borrowing capacity.*
- *At 3.5%, the County would have approximately \$32 Million of borrowing capacity.*

Debt to Assessed Value Peer Comparative



Rating Considerations:

- Moody’s: Criteria for General Obligation Credits defines categories of Debt to Assessed Values as:
 - Very Strong (Aaa): < 0.75%
 - **Strong (Aa): 0.75% - 1.75%**
 - Moderate (A): 1.75% - 4.0%
 - Weak - Very Poor (Baa and below): > 4.0%
- S&P: A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.0%, while a negative adjustment is made for a ratio above 10.0%.



5. Debt Capacity | Proposed Policy: Debt Service vs. Expenditures

General Fund Debt Capacity

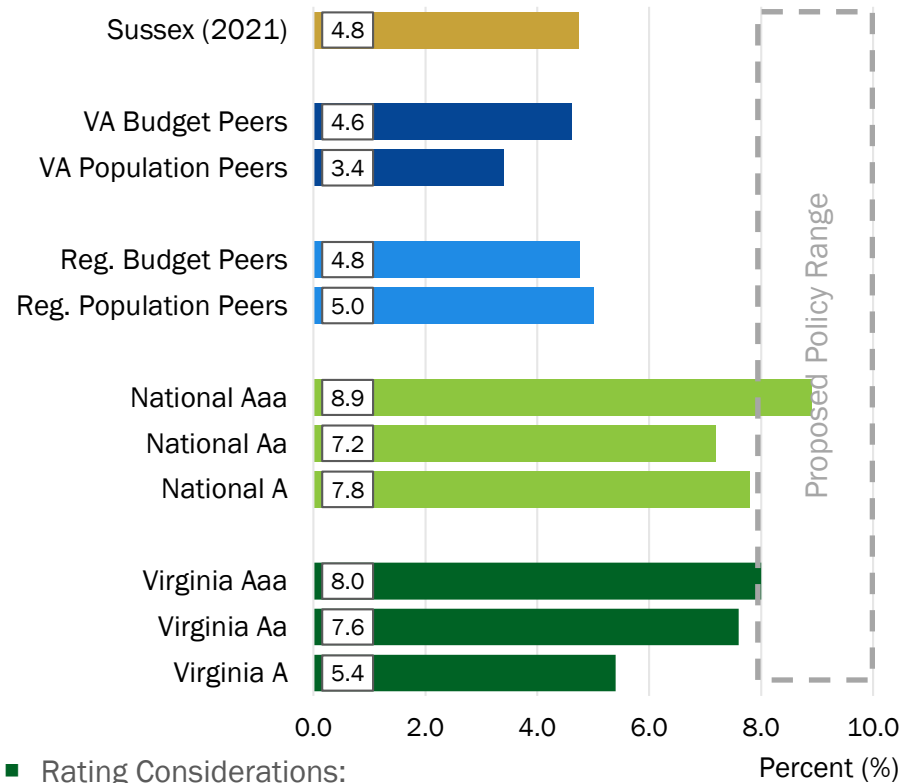
- Debt Service vs. Expenditures is a key ratio because it measures how much of the annual budget is being spent to pay for debt, and can show how much additional debt service can be added before exceeding prudent levels. It answers the *“Can I Afford This?”* question.
- The County’s ratio is “Very Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt Services vs. Expenditures Policy in the 8% to 10% range.
- At 8.0%, the County would have approximately \$20 Million of borrowing capacity.
- At 10.0%, the County would have approximately \$32 Million of borrowing capacity.

Borrowing capacity assumes 25 year financing at 3.5%.

Debt Service vs. Expenditures Peer Comparative



Rating Considerations:

- Moody’s: Moody’s criteria allows for a scorecard adjustment if an issuer has very high or low debt service relative to its budget Percent.
- S&P: The Debt and Contingent Liabilities section defines categories of Net Direct Debt as a % of Total Governmental Funds Expenditures as follows:

– Very Strong:	<8%
– Strong:	8% to 15%
– Adequate:	15% - 25%
– Weak:	25% - 35%
– Very Weak:	> 35%

Source: County CAFRs, Moody’s Investor Services, and S&P.



5. Debt and Contingent Liability Policies | Rating Agency and GFOA Guidance

■ S&P Views on Debt Management Policies:

- “Has the organization established policies pertaining to the issuance of debt, such as projects that may or may not be funded with debt (including economic development projects); maturity and debt service structure; use of security and pledges, credit enhancement, and derivatives; and debt refunding guidelines?”
 - **Strong:** Debt policies exist and are well defined; strong reporting and monitoring mechanisms exist and are functioning. If swaps are allowed, a formal swap management plan that follows S&P’s guidelines has been adopted.
 - **Standard:** Basic policies exist; policies are widely communicated and followed. If swaps are allowed there is a swap management plan in place, but it does not follow S&P’s guidelines.
 - **Vulnerable:** Absence of basic policies or clear evidence that basic policies are followed. Swaps are allowed but there is no swap management plan in place, and/or there is no local (non-FA) knowledge about the swap.

■ GFOA Debt Management Commentary:

- “Debt Limits. The Policy should consider setting specific limits or acceptable ranges for each type of debt. Limits generally are set for legal, public policy, and financial reasons.”
- “Financial restrictions or planning considerations generally reflect public policy or other financial resources constraints, such as reduced use of a particular type of debt due to changing financial conditions. Appropriate debt limits can have a positive impact on bond ratings, particularly if the government demonstrates adherence to such policies over time. Financial limits often are expressed as ratios customarily used by credit analysts. Different financial limits are used for different types of debt.” Examples include:
 - Direct Debt, including general obligation bonds, are subject to legal requirements and may be able to be measured or limited by the following ratios:
 - Debt per capita,
 - Debt to personal income,
 - Debt to taxable property value, and
 - Debt service payments as a percentage of general fund revenues or expenditures.



6. Potential Debt Affordability | CIP Assumptions (cont.)

- Davenport has analyzed the potential cash flow and Equivalent Real Estate Tax impact of Future CIP Projects totaling approximately \$23.5 Million which are comprised of the following:

Projects Financed	Amount	Timing	Financing Type	Interest Rate	Repayment
Equipment	\$ 11,806,448	FY2021-FY2031	Bank Lease	2.25%	7-10 Years
Fire Stations	\$ 5,000,000	FY2022	USDA	2.25%	40 Years
Subtotal Fire/EMS Needs	\$ 16,806,448				
County Facilities (Option 1)					
Subtotal County Facilities	\$ 6,667,000	FY 2023	USDA	2.25%	40 Years
Total All Needs	\$ 23,473,448				

- Note: Based on presentations to the Finance Committee and Board of Supervisors in early February, the County has given direction to proceed with the Master Lease funding approach for Equipment needs.

- Our analysis provides an estimated Equivalent Tax Impact assuming a potential combination of Bank Lease Financing for Equipment and USDA for “bricks and mortar” facilities (i.e. Fire Stations and County Buildings). We have analyzed the following two Scenarios:
 - Scenario 1: Equivalent Tax Impact as new revenues are needed; Without Capital Reserve Funds.
 - Scenario 2: Potential Upfront Equivalent Tax Impact; With \$2.4 Million of Capital Reserve Funds strategically used to “offset” debt service.



6. Potential Debt Affordability | Preliminary Results Scenario 1 Without Use of Capital Reserve Funds

■ Scenario 1 assumes:

- New revenues (Equivalent Real Estate Tax) are raised beginning in FY 2023 and continuing through FY 2026;
- No Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 1	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.07¢	--	--	2.07¢	-
2023	1.97¢	1.16¢	--	3.13¢	-
2024	--	--	--	--	-
2025	--	--	1.77¢	1.77¢	-
2026	--	--	1.63¢	1.63¢	-
Total	4.04¢	1.16¢	3.40¢	8.60¢	\$ -

Capital Reserve (Per Project): \$0 \$0 \$0 \$0

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



6. Potential Debt Affordability | Preliminary Results Scenario 2 With Use of Capital Reserve Funds

■ Scenario 2 assumes:

- New revenues (Equivalent Real Estate Tax) are raised upfront in FY 2022;
- Approximately \$2.4 Million of Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 2	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000
2023	--	--	--	--	-
2024	--	--	--	--	-
2025	--	--	--	--	-
2026	--	--	--	--	-
Total	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000

Capital Reserve (Per Project): \$400,000 \$1,000,000 \$1,000,000 \$2,400,000

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



7. Sussex Service Authority | Historic Operations

	Actual	Actual	Actual	Yr End Proj	Budget
Fiscal Year:	2017	2018	2019	2020	2021
Utility System					
TOTAL REVENUES	4,393,473	4,740,072	4,737,827	4,740,205	4,980,810
TOTAL EXPENSES	2,561,556	2,618,418	2,804,304	2,833,053	3,052,343
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,831,917	2,121,654	1,933,523	1,907,152	1,928,467
Total Debt Service	1,494,935	1,492,660	1,478,717	1,787,006	1,666,046
SURPLUS (DEFICIT)	336,982	628,994	454,806	120,146	262,421
Debt Service Coverage	1.25	1.45	1.32	1.08	1.18
Total Other One-time Rev/Transfers	0	16,123	0	63,830	8,200
Utility Restricted Cash					
Beginning Balance	3,591,533	3,410,154	3,459,013	3,580,575	3,439,552
-Plus Surplus/(Less Deficit)	336,982	403,248	403,248	120,146	262,421
-Plus(Less): Non-Oper Rev/Transfers	0	0	0	63,830	8,200
-Less Capital Exp	0	0	0	(325,000)	(300,000)
-Plus(Less) Adjustment	(518,361)	(354,389)	(281,686)	0	0
Ending Balance	3,410,154	3,459,013	3,580,575	3,439,552	3,410,172
Utility Unrestricted Cash					
Beginning Balance	31,746	31,746	113,082	153,074	153,074
-Plus Surplus/(Less Deficit)	0	225,746	51,558	0	0
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	16,123	0	0	0
-Plus(Less) Adjustment	0	(160,533)	(11,567)	0	0
Ending Balance	31,746	113,082	153,074	153,074	153,074

- Based on audited statements for FY 2017 through FY 2019, the Authority has maintained Debt Service Coverage in excess of its 1.15x requirement.
- Preliminary year end projection numbers for FY 2020 indicated that the Authority may not achieve its 1.15x Debt Service Coverage requirement.
- The FY 2021 Budget incorporates a 1.18x Debt Service Coverage target.
 - However, if the Authority’s actual performance is consistent with its FY 2021 Budget, it appears that there will be insufficient revenues to fully fund the \$403,248 deposit to the DOC Repair and Replacement Fund.

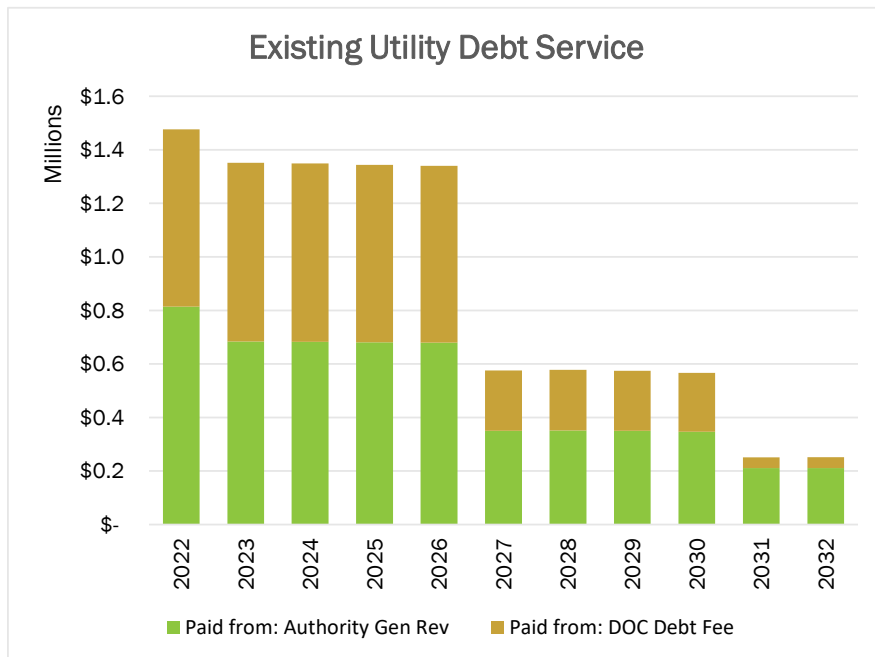


7. Sussex Service Authority Debt Profile

Existing Debt – Observations and Considerations:

- The Authority’s 10-year payout ratio of its Debt is approximately 97.0%.
- Approximately 40%-45% of the annual debt service of the Authority is funded directly from DOC Debt Fees related to borrowings that benefited DOC.
- Based on current market conditions, the Authority has approximately \$2 Million of existing 2011 and 2012 Bonds that could potentially be refunded in mid-August 2021 for interest rate savings.
 - Total cash flow savings is currently estimated at \$158,000 or about 7.4% on a present value basis (Note: Industry standard benchmark for a transaction to be considered worthwhile is 3.0%)
 - This savings approximates \$14,350 per year through FY 2032.

Total Utility Debt Service



Total Utility Debt Service

Fiscal Year	Total Debt Service	Paid from: Authority Gen Revenue	Paid from: DOC Debt Fee
2022	\$ 1,476,597	\$ 814,443	\$ 662,155
2023	1,352,053	684,474	667,578
2024	1,349,263	683,422	665,842
2025	1,343,736	680,946	662,790
2026	1,340,955	679,753	661,202
2027	575,568	350,623	224,945
2028	578,538	351,980	226,559
2029	575,346	350,492	224,854
2030	566,847	346,870	219,977
2031	250,883	211,010	39,873
2032	252,776	211,911	40,865
Total	\$ 9,662,563	\$ 5,365,923	\$ 4,296,640



Scenario 1

■ Key Revenue Assumptions:

- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- DOC Finance Charges tied to existing debt service only on the Series 2009, 2011 and 2019 Bonds.
- Other Fees held constant at \$430,000.
- Management Fees held constant at \$195,000.

■ Key Expense Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- \$30,000 additional Maintenance expense per year to address I&I (Beginning in FY 2023).

■ Additional Debt:

- \$475,000 in FY 2021.

Scenario 2

■ Key Revenue Assumptions:

- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- DOC Finance Charges tied to existing debt service only on the Series 2009, 2011 and 2019 Bonds.
- Other Fees held constant at \$430,000.
- Management Fees held constant at \$195,000.

■ Key Expense Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- \$30,000 additional Maintenance expense per year to address I&I (Beginning in FY 2023).

■ Additional Debt:

- \$475,000 in FY 2021
- \$5,000,000 in FY 2023.

7. Sussex Service Authority | Future Capital Projects



- Shown below are the Potential Future Capital Projects as provided by the Sussex Service Authority.
 - DOC Water Filter Financing assumes \$475,000 at 1.25% for 20 years (Authority assumption – currently in process).
 - The Potential Economic Development-related Projects totaling \$5 Million assume additional debt financing at 3.0% for 20 years as shown below for projection purposes only (Note: Davenport has assumed the project cost/timing below for analytical demonstration purposes only – Projects costs are not yet finalized and timing is TBD).

	Description	Estimated Cost	Funding	Timing Assumption	Shared with DOC	Fully Paid by Authority
	1 Debt Funded					
<u>Potential Economic Development-related Projects are estimated to be \$5 Million and occur in FY 2023</u>	2 DOC Water Filter	\$ 475,000	Debt	FY 2021	TBD	TBD
	3 Upgrade of Stoney Creek Lagoons	2,500,000	Debt	FY 2023	No	Yes
	4 Upgrade Water Treatment Plant	2,000,000	Debt	FY 2023	No	Yes
	5 Water Lines for Mega Site	500,000	Debt	FY 2023	No	Yes
	6 Total Debt Funded	\$ 5,475,000				
	7					
	8 Pay-Go Funded					
	9 DOC Water Tower Painting	\$ 500,000	DOC R&R Fund	FY 2022	Yes	No
	10 Bank Street Pumping Station Upgrade	250,000	Authority R&R Fund	FY 2023	No	Yes
	11 Total Pay-Go Funded	\$ 750,000				
	12 Total Debt/Pay-Go	\$ 6,225,000				
	13					
	14 Funded in Operating Budget (Each Year)					
	15 I&I Improvements	\$ 30,000	O&M Budget (Cash Flow)	FY 2023+	No	Yes



7. Sussex Service Authority | Preliminary Results Scenario 1

■ Preliminary Results are estimated as follows:

- Note: Does not incorporate \$5 Million of Debt for Economic Development-related Projects.
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- Debt Capacity is rather limited at approximately \$1 Million through FY 2025.
- The Authority’s Debt Capacity increases on/about FY 2027 as its existing debt service declines (i.e. existing debt is paid off).

	Fiscal Year	DOC Service Charge Increase	Non-DOC Service Charge Increase	Expense Increase	Debt Service Coverage	Debt Issued	Cumulative Debt Capacity	DOC R&R Fund Fully Funded
1	2022	4.50%	4.50%	2.0%	1.30	\$0	\$80,000	Yes
2	2023	0.00%	2.25%	2.0%	1.36	0	660,000	Yes
3	2024	4.25%	2.25%	2.0%	1.39	0	930,000	Yes
4	2025	0.00%	2.25%	2.0%	1.39	0	930,000	Yes
5	2026	4.25%	2.25%	2.0%	1.43	0	1,990,000	Yes
6	2027	0.00%	2.25%	2.0%	2.53	0	5,980,000	Yes
7	2028	4.25%	2.25%	2.0%	2.60	0	6,280,000	Yes
8	2029	0.00%	2.25%	2.0%	2.57	0	6,280,000	Yes
9	2030	4.25%	2.25%	2.0%	2.69	0	6,960,000	Yes
10	2031	0.00%	2.25%	2.0%	5.02	0	8,450,000	Yes

■ Note: additional key assumptions include:

- Other/Management Fees held constant at \$625,000 per year



7. Sussex Service Authority | Preliminary Results Scenario 2

- Preliminary Results are estimated as follows:
 - Note: Incorporates \$5 Million of Debt for Economic Development-related Projects.
 - FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
 - Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
 - DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.

	Fiscal Year	DOC Service Charge Increase	Non-DOC Service Charge Increase	Expense Increase	Debt Service Coverage	Debt Issued	Cumulative Debt Capacity	DOC R&R Fund Fully Funded
1	2022	4.50%	4.50%	2.0%	1.30	\$0	\$0	Yes
2	2023	0.00%	16.50%	2.0%	1.31	5,200,000	0	Yes
3	2024	4.25%	2.25%	2.0%	1.26	0	0	Yes
4	2025	0.00%	2.25%	2.0%	1.26	0	0	Yes
5	2026	4.25%	2.25%	2.0%	1.30	0	980,000	Yes
6	2027	0.00%	2.25%	2.0%	1.89	0	5,050,000	Yes
7	2028	4.25%	2.25%	2.0%	1.95	0	5,520,000	Yes
8	2029	0.00%	2.25%	2.0%	1.93	0	5,520,000	Yes
9	2030	4.25%	2.25%	2.0%	2.01	0	6,280,000	Yes
10	2031	0.00%	2.25%	2.0%	2.71	0	7,860,000	Yes

- Note: additional key assumptions include:
 - Other/Management Fees held constant at \$625,000 per year



D. Credit Ratings, Peer Comparatives, and Financial Policy Overview Supporting Information



Introduction | Credit Ratings

- The County is not currently rated by the National Rating Agencies.

- There are three (3) National Rating Agencies, from which the County could potentially obtain ratings:
 - Moody’s Investors Service (Moody’s)
 - Standard and Poor’s (S&P)
 - Fitch Ratings (Fitch)

	Moody's	Standard & Poor's	Fitch	
Top Tier "Highest Possible Rating"	Aaa	AAA	AAA	
	Aa1	AA+	AA+	(Highest)
	Aa2	AA	AA	(Middle)
2nd Tier "Very Strong"	Aa3	AA-	AA-	(Lowest)
	A1	A+	A+	(Highest)
3rd Tier "Strong"	A2	A	A	(Middle)
	A3	A-	A-	(Lowest)
	Baa1	BBB+	BBB+	(Highest)
4th Tier "Adequate Capacity to Repay"	Baa2	BBB	BBB	(Middle)
	Baa3	BBB-	BBB-	(Lowest)
	Non Investment Grade			



Introduction | Peer Comparatives

- The following pages contain peer comparatives based on the Moody's rating categories shown below.

- National Counties

- Aaa 117 Credits
- Aa 565 Credits
- A 142 Credits

- Virginia Counties

- Aaa 10 Credits
- Aa 27 Credits
- A 2 Credits

- The data shown in the peer comparatives is from Moody's Municipal Financial and Ratio Analysis database. The figures shown are derived from the most recent financial statement available as of February 2020 (mostly 2019 figures).

Virginia Credits (Moody's)

Aaa		
Albemarle	Henrico	Prince William
Arlington	James City	Stafford
Chesterfield	Loudoun	Goochland
Hanover		
Aa		
Appomattox	Frederick	Pulaski
Campbell	Henry	Roanoke
Caroline	Isle of Wight	Rockingham
Carroll	King George	Spotsylvania
Culpeper	Montgomery	Warren
Dinwiddie	Northumberland	Washington
Fauquier	Orange	Westmoreland
Fluvanna	Pittsylvania	Wise
Franklin	Prince George	York
A		
Patrick	Smyth	



Rating Agency Methodology Updates | Moody's

Moody's Rating Methodology

- On January 15, 2014, Moody's updated its US Local Governments General Obligation Debt methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of four key factors:

US Local Governments General Obligation Debt Methodology	
1. Economy / Tax Base	30%
Tax Base Size (Full Value)	10%
Full Value Per Capita	10%
Wealth (Median Family Income)	10%
2. Finances	30%
Fund Balance (% of Revenues)	10%
Fund Balance Trend (5-Year Change)	5%
Cash Balance (% of Revenues)	10%
Cash Balance Trend (5-Year Change)	5%
3. Management	20%
Institutional Framework	10%
Operating History	10%
4. Debt / Pensions	20%
Debt to Full Value	5%
Debt to Revenue	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Full Value	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Revenue	5%

Moody's Local Control

Category	Rating Percentage	Short-Term Control	Long Term Control
1. Economy / Tax Base	30%		✓
2. Finances	30%	✓	✓
3. Management	20%	✓	✓
4. Debt / Pensions	20%	✓	✓

Policy discussions herein will focus on these categories.

- Up to a one-notch adjustment can be made from the indicative rating based on other qualitative factors.



Rating Agency Methodology Updates | S&P

S&P Rating Methodology

- On September 12, 2013, Standard & Poor's updated its US Local Governments General Obligation Ratings methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of seven key factors:

US Local Governments General Obligation Ratings Methodology	
1. Institutional Framework	10%
Legal and practical environment in which the local gov't operates	
2. Economy	30%
Total Market Value Per Capita	
Projected per capita effective buying income as a % of US projected effective buying income	
3. Management	20%
Impact of management conditions on the likelihood of repayment	
4. Budgetary Flexibility	10%
Available Fund Balance as a % of Expenditures	
5. Budgetary Performance	10%
Total Government Funds Net Result (%)	
General Fund Net Revenue	
6. Liquidity	10%
Total Gov't Available Cash as a % of Total Gov't Funds Debt Service	
Total Gov't Cash as a % of Total Gov't Funds Expenditures	
7. Debt and Contingent Liabilities	10%
Net Direct Debt as a % of Total Governmental Funds Revenue	
Total Governmental Funds Debt Service as a % of Total Governmental Funds Expenditures	

- Up to a one-notch adjustment can be made from the indicative rating based on other qualitative factors.

S&P Local Control

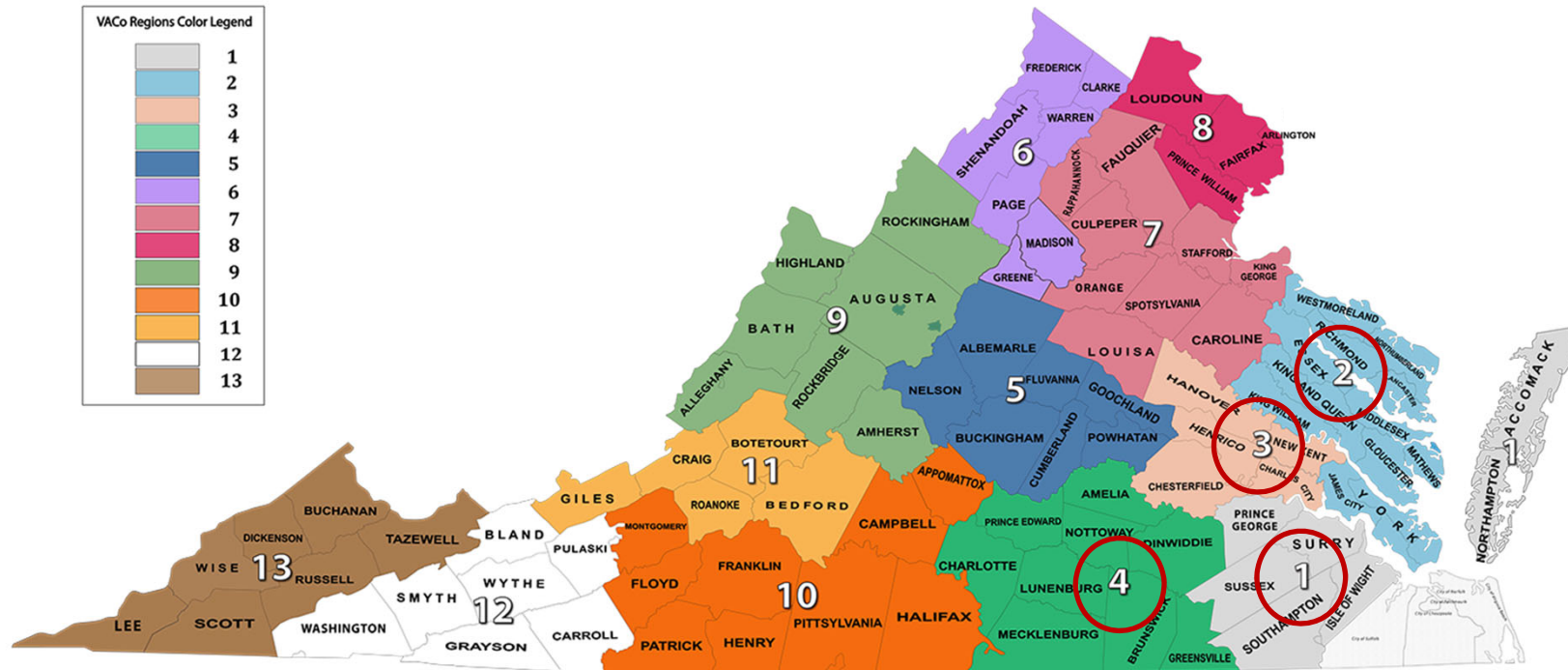
Category	Rating Percentage	Short-Term Control	Long Term Control
1. Institutional Framework	10%		✓
2. Economy	30%		✓
3. Management	20%	✓	✓
4. Budgetary Flexibility	10%	✓	✓
5. Budgetary Performance	10%	✓	✓
6. Liquidity	10%	✓	✓
7. Debt and Contingent Liabilities	10%	✓	✓

Policy discussions herein will focus on these categories.

Selection of Peer Comparatives

- In order to provide perspective on key ratios and operations, the following peer groups have been compiled:
 1. **Virginia County “Budget” Peers** - Counties in Virginia with a Total Revenue Budget⁽¹⁾ +/- \$25 Million in comparison to Sussex County.
 2. **Regional County “Budget” Peers** - Counties in VACo Regions 1, 2, 3, and 4 with a Total Revenue Budget⁽¹⁾ +/- \$25 Million in comparison to Sussex County.
 3. **Virginia County “Population” Peers** - Counties in Virginia with an estimated 2019 population (adjusted for DOC inmates) +/- 4,500 in comparison to Sussex County.
 4. **Regional County “Population” Peers** - Counties in VACo Regions 1, 2, 3, and 4 with an estimated 2019 population +/- 9,000 (adjusted for DOC inmates) +/- 4,500 in comparison to Sussex County.

Please see following page for more details on the Peer Groups.



(1) Total Revenue Budget data is sourced from the Auditor of Public Accounts Comparative Report. Where data is unavailable from the Comparative Report, the Local Revenue Budget is calculated as General Fund Revenues plus School Fund Revenues less the Local Contribution to Schools.



Peer Comparatives | Virginia and Regional

Virginia County Peers | Budget Size and Population

All Virginia Counties in Peer Group					
Entity	Budget (\$MM)	Region	Entity	Population	Region
Alleghany	54.8	9	Amelia	13,053	4
Amelia	34.2	4	Bland	6,364	12
Appomattox	44.5	10	Charles City	7,016	3
Bath	21.8	9	Charlotte	11,928	4
Bland	21.2	12	Craig	5,108	11
Brunswick	49.0	4	Cumberland	9,855	5
Buckingham	45.2	5	Essex	10,765	2
Charles City	24.6	3	Greensville	11,408	4
Charlotte	39.2	4	King And Queen	6,902	2
Clarke	43.5	6	Lancaster	10,829	2
Cumberland	33.2	5	Lunenburg	12,246	4
Dickenson	52.7	13	Madison	13,251	6
Essex	34.8	2	Mathews	8,645	2
Floyd	41.5	10	Middlesex	10,712	2
Giles	55.2	11	Northampton	11,810	1
Grayson	40.9	12	Northumberland	11,981	2
Greene	61.3	6	Rappahannock	7,285	7
Greensville	39.6	4	Richmond	9,192	2
King And Queen	23.0	2	Surry	6,561	1
King William	46.7	2			
Lancaster	32.9	2			
Lee	64.2	13			
Lunenburg	30.8	4			
Madison	43.1	6			
Mathews	27.1	2			
Middlesex	32.4	2			
Nelson	49.6	5			
Northampton	48.3	1			
Northumberland	33.7	2			
Nottoway	37.5	4			
Patrick	51.1	10			
Prince Edward	50.4	4			
Rappahannock	27.1	7			
Richmond	26.9	2			
Surry	32.6	1			
Westmoreland	46.2	2			

Regional County Peers | Budget Size and Population

Virginia Counties in Regional Peer Group					
Entity	Budget (\$MM)	Region	Entity	Population	Region
Amelia	34.2	4	Amelia	13,053	4
Brunswick	49.0	4	Charles City	7,016	3
Charles City	24.6	3	Charlotte	11,928	4
Charlotte	39.2	4	Essex	10,765	2
Essex	34.8	2	Greensville	11,408	4
Greensville	39.6	4	King And Queen	6,902	2
King And Queen	23.0	2	Lancaster	10,829	2
King William	46.7	2	Lunenburg	12,246	4
Lancaster	32.9	2	Mathews	8,645	2
Lunenburg	30.8	4	Middlesex	10,712	2
Mathews	27.1	2	Northampton	11,810	1
Middlesex	32.4	2	Northumberland	11,981	2
Northampton	48.3	1	Richmond	9,192	2
Northumberland	33.7	2	Surry	6,561	1
Nottoway	37.5	4			
Prince Edward	50.4	4			
Richmond	26.9	2			
Surry	32.6	1			
Westmoreland	46.2	2			



Rating Agency Commentary on Management and Policies

Moody's

- “A local government’s success in navigating the legal, political and practical environment in which it operates depends on a multitude of factors, including management’s mastery in understanding its resources and managing its responsibilities, public and executive support for its plans, and its willingness to use the tools at its disposal.”
- **“When evaluating a credit, we seek to understand the probable impact of fund balance policies, multi-year financial or capital planning, liquidity management, accuracy of budget forecasts, and willingness to make midyear adjustments. Reliance on non-recurring, or “one-shot” revenues, such as proceeds from the sale of assets, windfall delinquent tax collections, or the use of fund balance as a revenue source, leaves the municipality vulnerable should these one-time revenues fail to materialize.”**

Source: Moody's US Local Government General Obligation Debt, January 2014

S&P

- “The rigor of a government’s financial management practices is an important factor in Standard & Poor’s Ratings Services analysis of that government’s creditworthiness. Managerial decisions, policies, and practices apply directly to the government’s financial position and operations, debt burden, and other key credit factors. A government’s ability to implement timely and sound financial and operational decisions in response to economic and fiscal demands is a primary determinant of near-term changes in credit quality.”
- S&P measures the strength of governmental financial management through seven key factors:
 - Revenue and expenditure assumptions
 - Budget amendments and updates
 - Long term financial planning
 - Long term capital planning
 - Investment management policies
 - Debt management policies
 - Reserve and liquidity policies

Source: S&P's U.S. Local Governments General Obligation Ratings: Methodology And Assumptions, September 2013



Financial Policy Best Practices⁽¹⁾

- Financial Policies that are adopted, adhered to, and regularly reviewed are recognized as a cornerstone of sound financial management.

- Effective Financial Policies:
 - Contribute to the County's ability to insulate itself from fiscal crisis;
 - Enhance access to short-term and long-term financial credit markets (and when/if appropriate, achieve the highest rating possible);
 - Promote long-term financial stability by establishing clear and consistent guidelines;
 - Direct attention to the total financial picture of the County rather than single issue areas;
 - Promote the view of linking long-run financial planning with day-to-day operations; and
 - Provide the County Staff, the Board of Supervisors, and County citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

- Financial Policies should be reviewed periodically by County Staff and any recommended changes should be presented to the Governing Body for formal approval / adoption.

- Policy areas to consider:
 - Reserve Policies;
 - Cash Management / Investment Policies;
 - Debt / Contingent Liability Policies;
 - Budget Policies; and
 - Capital Improvement Planning Policies.



E. General Fund Operations and Policy Guidance

General Fund Operations | Revenues



REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes						
2 Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
3 Personal Property	2,181,038	2,349,048	2,601,043	2,399,154	2,449,363	1.8%
4 Machinery & Tools	1,227,595	1,076,338	1,082,947	972,765	1,120,472	-4.2%
5 Public Service Corp	644,197	721,445	754,404	727,714	766,419	6.3%
6 Other Categories	287,344	252,300	274,100	291,259	298,765	-3.2%
7 General Property Taxes	\$ 8,973,765	\$ 9,257,445	\$ 9,617,447	\$ 9,525,228	\$ 9,840,157	1.1%
9 Other Local Taxes						
10 Local Sales and Use	\$ 828,000	\$ 868,292	\$ 900,300	\$ 885,439	\$ 929,808	4.3%
11 Transient Occupancy	53,558	63,681	56,659	63,354	48,121	-1.1%
12 Other Categories	406,677	384,615	393,882	407,931	382,291	-0.4%
13 Other Local Taxes	\$ 1,288,235	\$ 1,316,588	\$ 1,350,841	\$ 1,356,724	\$ 1,360,220	2.7%
14 Permits, Privilege Fees and Licenses	\$ 89,085	\$ 83,095	\$ 75,098	\$ 66,026	\$ 81,849	3.4%
15 Fines & Forfeitures	\$ 761,045	\$ 1,113,847	\$ 1,131,786	\$ 1,143,885	\$ 1,019,225	5.1%
16 Revenue from Use of Money/Property	\$ 105,826	\$ 100,397	\$ 139,195	\$ 179,611	\$ 172,540	13.6%
17 Charges for Services						
18 Landfill Tipping Fees	\$ 4,396,660	\$ 4,746,266	\$ 5,497,539	\$ 7,547,372	\$ 5,591,223	2.2%
19 Other	433,791	451,965	353,771	908,689	530,028	4.7%
20 Charges for Services	\$ 4,830,451	\$ 5,198,231	\$ 5,851,310	\$ 8,456,061	\$ 6,121,251	2.4%
21 Misc/Recovered Costs	\$ 676,116	\$ 357,580	\$ 595,913	\$ 489,613	\$ 492,040	-6.2%
22 TOTAL LOCAL REVENUE	\$ 16,724,523	\$ 17,427,183	\$ 18,761,590	\$ 21,217,148	\$ 19,087,282	1.7%
23 INTERGOVERNMENTAL - COMMONWEALTH	\$ 5,028,149	\$ 4,575,570	\$ 4,412,521	\$ 4,750,590	\$ 4,859,351	0.7%
24 INTERGOVERNMENTAL - FEDERAL	\$ 1,070,354	\$ 1,146,402	\$ 1,102,673	\$ 1,267,898	\$ 1,500,720	7.1%
25 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
27 School Board						
28 Commonwealth	\$ 7,409,530	\$ 8,150,127	\$ 7,943,115	\$ 8,495,685	\$ 8,811,900	2.9%
29 Federal	1,125,683	1,276,912	1,295,607	1,558,487	895,496	-2.7%
30 Other Miscellaneous	222,441	453,228	389,103	88,785	100,780	-16.3%
31 TOTAL SCHOOL BOARD	\$ 8,757,654	\$ 9,880,267	\$ 9,627,825	\$ 10,142,957	\$ 9,808,176	2.0%



General Fund Operations | Expenditures

EXPENDITURES		2016	2017	2018	2019	2020	5-Year CAGR
1	County						
2	General Government Administration	\$ 1,651,120	\$ 1,739,744	\$ 1,875,141	\$ 1,934,844	\$ 2,160,421	6.2%
3	Judicial Administration	1,146,584	1,153,653	1,118,576	1,236,305	1,300,786	3.6%
4	Public Safety	5,302,180	5,545,255	5,434,931	5,612,557	5,875,895	1.9%
5	Public Works	712,289	781,823	698,071	715,457	660,541	-3.0%
6	Health and Welfare	2,781,880	2,664,504	2,518,382	2,571,008	2,793,474	-1.0%
7	Education	7,952,062	7,457,522	8,137,551	7,747,188	8,175,100	0.5%
8	Parks, Recreation and Cultural	199,567	186,310	195,985	188,485	236,698	3.6%
9	Community Development	606,219	708,609	747,541	1,554,230	1,857,527	24.4%
10	Total Current Expenditures	\$ 20,351,901	\$ 20,237,420	\$ 20,726,178	\$ 21,560,074	\$ 23,060,442	2.4%
11	Capital Projects(1)						
12	Debt Service	1,839,568	1,788,896	1,737,194	1,684,687	1,632,397	-4.3%
13	TOTAL EXPENDITURES	\$ 22,191,469	\$ 22,026,316	\$ 22,463,372	\$ 23,244,761	\$ 24,692,839	1.8%
14							
15							
16	School Board						
17	Expenditures	\$ 16,578,990	\$ 17,168,849	\$ 17,591,725	\$ 17,719,572	\$ 17,816,962	
18	Less: (County Funded)	(7,947,062)	(7,414,308)	(8,035,626)	(7,731,313)	(8,163,484)	
19	Debt Service	125,726	125,726	125,726	154,698	154,698	
20	TOTAL SCHOOL BOARD (Net of County Funds)	\$ 8,757,654	\$ 9,880,267	\$ 9,681,825	\$ 10,142,957	\$ 9,808,176	
21							
22	CHANGES In GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
23	Changes in General Fund Balance						
24	Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
25	Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
26	Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
27	Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
28	Other Sources (Uses)	-	-	-	-	-	
29	Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	



General Fund Operations | Fund Balance

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

Recommendation:

- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.



Reserves | Rating Agency and GFOA Guidance

■ S&P Views on Reserve and Liquidity Policies:

- “Has the organization established a formalized operating reserve policy, which takes into account the government’s cash flow/operating requirements and the historic volatility of revenues and expenditures through economic cycles?”
 - **Strong:** A formal operating reserve policy is well defined. Reserve levels are clearly linked to the government’s cash flow needs and the historic volatility of revenues and expenditures throughout economic cycles. Management has historically adhered to it.
 - **Standard:** A less defined policy exists, which has no actual basis but has been historically adhered to.
 - **Vulnerable:** Absence of basic policies or, if they exist, are not followed.

■ GFOA Reserve Commentary:

- “GFOA recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund. Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.”
- “The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of **no less than two months** of regular general fund operating revenues or regular general fund operating expenditures. The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances. **Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level.** In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.”



Cash Management / Investment Policies | Rating Agency and GFOA Guidance

■ S&P Views on Investment Management Policies

- “Has the organization established policies pertaining to investments, such as the selection of financial institutions for services and transactions; risk assessment; investment objectives; investment maturities and volatility; portfolio diversification; safekeeping and custody; and investment performance reporting, benchmarking, and disclosure?”
 - **Strong:** Investment policies exist and are well defined; strong reporting and monitoring mechanisms exist and are functioning.
 - **Standard:** Informal or non-published policies exist; policies are widely communicated and followed.
 - **Vulnerable:** Absence of informal or non-published policies.

■ GFOA Investment Policy Guidance

- “An investment policy should describe the most prudent primary objectives for a sound policy: safety, liquidity, and yield. It should also indicate the type of instruments eligible for purchase by a government entity, the investment process, and the management of a portfolio.”
- “The process of creating an investment policy should include:
 - Examination of state public funds investment statutes and collateral statutes
 - Establishment of written investment procedures. Topics should include: procedures for taking competitive bids, delivering and paying for purchases, recording transactions, and obtaining approval before buying or selling decisions.
 - Annual review of investment policy. The written investment policy should be a living document that is reviewed each year by a government entity's investment officials and modified as needed. The policy should be presented each year to the governing body for formal review and approval.”



F. Capital Funding Scenarios



6. Potential Debt Affordability / Scenario 1A (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448.
- 4.05¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											4.05¢	0.00¢
o 2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
o 2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
o 2023	0	1,328,202	46,326	356,151	1,730,678	1,374,528	309,825	1,684,352	46,326	46,326	1.97¢	0.00¢
o 2024	46,326	1,328,202	0	356,151	1,684,352	1,120,128	391,580	1,511,708	172,644	218,970	0.00¢	0.00¢
1 2025	218,970	1,328,202	0	356,151	1,684,352	1,087,171	523,880	1,611,051	73,301	292,271	0.00¢	0.00¢
o 2026	292,271	1,328,202	0	356,151	1,684,352	1,049,343	581,402	1,630,745	53,607	345,879	0.00¢	0.00¢
o 2027	345,879	1,328,202	0	356,151	1,684,352	657,616	880,515	1,538,131	146,222	492,100	0.00¢	0.00¢
o 2028	492,100	1,328,202	0	356,151	1,684,352	639,114	1,076,089	1,715,203	(30,851)	461,249	0.00¢	0.00¢
o 2029	461,249	1,328,202	0	356,151	1,684,352	268,256	1,208,333	1,476,590	207,763	669,012	0.00¢	0.00¢
1 2030	669,012	1,328,202	0	356,151	1,684,352	259,144	1,269,157	1,528,300	156,052	825,064	0.00¢	0.00¢
o 2031	825,064	1,328,202	0	356,151	1,684,352	250,594	1,325,453	1,576,047	108,305	933,369	0.00¢	0.00¢
o 2032	933,369	1,328,202	0	356,151	1,684,352	240,356	1,153,872	1,394,228	290,124	1,223,494	0.00¢	0.00¢
o 2033	1,223,494	1,328,202	0	356,151	1,684,352	230,119	1,084,846	1,314,964	369,388	1,592,881	0.00¢	0.00¢
o 2034	1,592,881	1,328,202	0	356,151	1,684,352	0	1,015,820	1,015,820	668,533	2,261,414	0.00¢	0.00¢
1 2035	2,261,414	1,328,202	0	356,151	1,684,352	0	883,520	883,520	800,833	3,062,246	0.00¢	0.00¢
o 2036	3,062,246	1,328,202	0	356,151	1,684,352	0	730,526	730,526	953,826	4,016,073	0.00¢	0.00¢
o 2037	4,016,073	1,328,202	0	356,151	1,684,352	0	431,413	431,413	1,252,939	5,269,012	0.00¢	0.00¢
o 2038	5,269,012	1,328,202	0	356,151	1,684,352	0	235,839	235,839	1,448,513	6,717,525	0.00¢	0.00¢
o 2039	6,717,525	1,328,202	0	356,151	1,684,352	0	155,309	155,309	1,529,044	8,246,569	0.00¢	0.00¢
1 2040	8,246,569	1,328,202	0	356,151	1,684,352	0	69,026	69,026	1,615,326	9,861,895	0.00¢	0.00¢
o 2041	9,861,895	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	11,546,247	0.00¢	0.00¢
o 2042	11,546,247	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	13,230,600	0.00¢	0.00¢
o 2043	13,230,600	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	14,914,952	0.00¢	0.00¢
o 2044	14,914,952	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	16,599,304	0.00¢	0.00¢
1 2045	16,599,304	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	18,283,656	0.00¢	0.00¢
o 2046	18,283,656	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	19,968,008	0.00¢	0.00¢
o 2047	19,968,008	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	21,652,361	0.00¢	0.00¢
o 2048	21,652,361	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	23,336,713	0.00¢	0.00¢
o 2049	23,336,713	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	25,021,065	0.00¢	0.00¢
1 2050	25,021,065	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	26,705,417	0.00¢	0.00¢

Include Tax Impact: **Yes**
 Max Debt Service Budget: **1,730,678** Maximum DS: **1,715,203** Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 1B (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations
- 5.65¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											5.65¢	0.00¢
2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
2023	0	1,328,202	46,326	458,151	1,832,678	1,374,528	411,825	1,786,352	46,326	46,326	3.13¢	0.00¢
2024	46,326	1,328,202	0	458,151	1,786,352	1,120,128	493,580	1,613,708	172,644	218,970	0.00¢	0.00¢
2025	218,970	1,328,202	0	477,554	1,805,756	1,087,171	718,585	1,805,756	0	218,970	0.22¢	0.00¢
2026	218,970	1,328,202	0	497,248	1,825,450	1,049,343	776,107	1,825,450	0	218,970	0.22¢	0.00¢
2027	218,970	1,328,202	0	497,248	1,825,450	657,616	1,075,220	1,732,835	92,615	311,585	0.00¢	0.00¢
2028	311,585	1,328,202	0	497,248	1,825,450	639,114	1,270,793	1,909,908	(84,458)	227,127	0.00¢	0.00¢
2029	227,127	1,328,202	0	497,248	1,825,450	268,256	1,403,038	1,671,294	154,156	381,282	0.00¢	0.00¢
2030	381,282	1,328,202	0	497,248	1,825,450	259,144	1,463,861	1,723,005	102,445	483,727	0.00¢	0.00¢
2031	483,727	1,328,202	0	497,248	1,825,450	250,594	1,520,158	1,770,751	54,698	538,425	0.00¢	0.00¢
2032	538,425	1,328,202	0	497,248	1,825,450	240,356	1,348,576	1,588,933	236,517	774,942	0.00¢	0.00¢
2033	774,942	1,328,202	0	497,248	1,825,450	230,119	1,279,550	1,509,669	315,781	1,090,723	0.00¢	0.00¢
2034	1,090,723	1,328,202	0	497,248	1,825,450	0	1,210,524	1,210,524	614,925	1,705,649	0.00¢	0.00¢
2035	1,705,649	1,328,202	0	497,248	1,825,450	0	1,078,224	1,078,224	747,225	2,452,874	0.00¢	0.00¢
2036	2,452,874	1,328,202	0	497,248	1,825,450	0	925,230	925,230	900,219	3,353,093	0.00¢	0.00¢
2037	3,353,093	1,328,202	0	497,248	1,825,450	0	626,118	626,118	1,199,332	4,552,425	0.00¢	0.00¢
2038	4,552,425	1,328,202	0	497,248	1,825,450	0	430,544	430,544	1,394,906	5,947,331	0.00¢	0.00¢
2039	5,947,331	1,328,202	0	497,248	1,825,450	0	350,013	350,013	1,475,436	7,422,768	0.00¢	0.00¢
2040	7,422,768	1,328,202	0	497,248	1,825,450	0	263,731	263,731	1,561,719	8,984,487	0.00¢	0.00¢
2041	8,984,487	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	10,615,232	0.00¢	0.00¢
2042	10,615,232	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	12,245,977	0.00¢	0.00¢
2043	12,245,977	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	13,876,722	0.00¢	0.00¢
2044	13,876,722	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	15,507,467	0.00¢	0.00¢
2045	15,507,467	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	17,138,212	0.00¢	0.00¢
2046	17,138,212	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	18,768,958	0.00¢	0.00¢
2047	18,768,958	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	20,399,703	0.00¢	0.00¢
2048	20,399,703	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	22,030,448	0.00¢	0.00¢
2049	22,030,448	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	23,661,193	0.00¢	0.00¢
2050	23,661,193	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	25,291,938	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,832,678** Maximum DS: **1,909,908** Value of 1¢: **88,000**



6.

Potential Debt Affordability / Scenario 1C (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations and \$6,667,000 County Facilities.
- 8.6¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											8.60¢	0.00¢
o 2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
o 2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
o 2023	0	1,328,202	46,326	458,151	1,832,678	1,374,528	411,825	1,786,352	46,326	46,326	3.13¢	0.00¢
o 2024	46,326	1,328,202	0	458,151	1,786,352	1,120,128	629,587	1,749,715	36,637	82,963	0.00¢	0.00¢
1 2025	82,963	1,328,202	0	613,561	1,941,762	1,087,171	854,592	1,941,762	0	82,963	1.77¢	0.00¢
o 2026	82,963	1,328,202	0	756,867	2,085,069	1,049,343	1,035,726	2,085,069	0	82,963	1.63¢	0.00¢
o 2027	82,963	1,328,202	0	756,867	2,085,069	657,616	1,334,839	1,992,454	92,615	175,578	0.00¢	0.00¢
o 2028	175,578	1,328,202	0	756,867	2,085,069	639,114	1,530,413	2,169,527	(84,458)	91,120	0.00¢	0.00¢
o 2029	91,120	1,328,202	0	756,867	2,085,069	268,256	1,662,657	1,930,913	154,156	245,276	0.00¢	0.00¢
1 2030	245,276	1,328,202	0	756,867	2,085,069	259,144	1,723,480	1,982,624	102,445	347,720	0.00¢	0.00¢
o 2031	347,720	1,328,202	0	756,867	2,085,069	250,594	1,779,777	2,030,371	54,698	402,419	0.00¢	0.00¢
o 2032	402,419	1,328,202	0	756,867	2,085,069	240,356	1,608,196	1,848,552	236,517	638,936	0.00¢	0.00¢
o 2033	638,936	1,328,202	0	756,867	2,085,069	230,119	1,539,169	1,769,288	315,781	954,716	0.00¢	0.00¢
o 2034	954,716	1,328,202	0	756,867	2,085,069	0	1,470,143	1,470,143	614,925	1,569,642	0.00¢	0.00¢
1 2035	1,569,642	1,328,202	0	756,867	2,085,069	0	1,337,843	1,337,843	747,225	2,316,867	0.00¢	0.00¢
o 2036	2,316,867	1,328,202	0	756,867	2,085,069	0	1,184,850	1,184,850	900,219	3,217,086	0.00¢	0.00¢
o 2037	3,217,086	1,328,202	0	756,867	2,085,069	0	885,737	885,737	1,199,332	4,416,419	0.00¢	0.00¢
o 2038	4,416,419	1,328,202	0	756,867	2,085,069	0	690,163	690,163	1,394,906	5,811,325	0.00¢	0.00¢
o 2039	5,811,325	1,328,202	0	756,867	2,085,069	0	609,632	609,632	1,475,436	7,286,761	0.00¢	0.00¢
1 2040	7,286,761	1,328,202	0	756,867	2,085,069	0	523,350	523,350	1,561,719	8,848,480	0.00¢	0.00¢
o 2041	8,848,480	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	10,479,225	0.00¢	0.00¢
o 2042	10,479,225	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	12,109,970	0.00¢	0.00¢
o 2043	12,109,970	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	13,740,715	0.00¢	0.00¢
o 2044	13,740,715	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	15,371,461	0.00¢	0.00¢
1 2045	15,371,461	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	17,002,206	0.00¢	0.00¢
o 2046	17,002,206	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	18,632,951	0.00¢	0.00¢
o 2047	18,632,951	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	20,263,696	0.00¢	0.00¢
o 2048	20,263,696	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	21,894,441	0.00¢	0.00¢
o 2049	21,894,441	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	23,525,186	0.00¢	0.00¢
1 2050	23,525,186	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	25,155,931	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **2,085,069** Maximum DS: **2,169,527** Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 2A (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448.
- 2.5¢ Upfront Tax Impact (FY 2022) and \$400,000 Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	2.50¢
o 2021	400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	400,000	0.00¢	0.00¢
o 2022	400,000	1,328,202	0	220,000	1,548,202	1,295,245	215,339	1,510,584	37,618	437,618	0.00¢	2.50¢
o 2023	437,618	1,328,202	46,326	220,000	1,594,528	1,374,528	309,825	1,684,352	(89,825)	347,793	0.00¢	0.00¢
o 2024	347,793	1,328,202	0	220,000	1,548,202	1,120,128	391,580	1,511,708	36,494	384,287	0.00¢	0.00¢
1 2025	384,287	1,328,202	0	220,000	1,548,202	1,087,171	523,880	1,611,051	(62,849)	321,437	0.00¢	0.00¢
o 2026	321,437	1,328,202	0	220,000	1,548,202	1,049,343	581,402	1,630,745	(82,543)	238,894	0.00¢	0.00¢
o 2027	238,894	1,328,202	0	220,000	1,548,202	657,616	880,515	1,538,131	10,071	248,965	0.00¢	0.00¢
o 2028	248,965	1,328,202	0	220,000	1,548,202	639,114	1,076,089	1,715,203	(167,001)	81,963	0.00¢	0.00¢
o 2029	81,963	1,328,202	0	220,000	1,548,202	268,256	1,208,333	1,476,590	71,612	153,575	0.00¢	0.00¢
1 2030	153,575	1,328,202	0	220,000	1,548,202	259,144	1,269,157	1,528,300	19,901	173,477	0.00¢	0.00¢
o 2031	173,477	1,328,202	0	220,000	1,548,202	250,594	1,325,453	1,576,047	(27,845)	145,631	0.00¢	0.00¢
o 2032	145,631	1,328,202	0	220,000	1,548,202	240,356	1,153,872	1,394,228	153,974	299,605	0.00¢	0.00¢
o 2033	299,605	1,328,202	0	220,000	1,548,202	230,119	1,084,846	1,314,964	233,237	532,842	0.00¢	0.00¢
o 2034	532,842	1,328,202	0	220,000	1,548,202	0	1,015,820	1,015,820	532,382	1,065,224	0.00¢	0.00¢
1 2035	1,065,224	1,328,202	0	220,000	1,548,202	0	883,520	883,520	664,682	1,729,906	0.00¢	0.00¢
o 2036	1,729,906	1,328,202	0	220,000	1,548,202	0	730,526	730,526	817,676	2,547,582	0.00¢	0.00¢
o 2037	2,547,582	1,328,202	0	220,000	1,548,202	0	431,413	431,413	1,116,789	3,664,371	0.00¢	0.00¢
o 2038	3,664,371	1,328,202	0	220,000	1,548,202	0	235,839	235,839	1,312,363	4,976,733	0.00¢	0.00¢
o 2039	4,976,733	1,328,202	0	220,000	1,548,202	0	155,309	155,309	1,392,893	6,369,626	0.00¢	0.00¢
1 2040	6,369,626	1,328,202	0	220,000	1,548,202	0	69,026	69,026	1,479,176	7,848,802	0.00¢	0.00¢
o 2041	7,848,802	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	9,397,003	0.00¢	0.00¢
o 2042	9,397,003	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	10,945,205	0.00¢	0.00¢
o 2043	10,945,205	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	12,493,407	0.00¢	0.00¢
o 2044	12,493,407	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	14,041,608	0.00¢	0.00¢
1 2045	14,041,608	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	15,589,810	0.00¢	0.00¢
o 2046	15,589,810	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	17,138,011	0.00¢	0.00¢
o 2047	17,138,011	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	18,686,213	0.00¢	0.00¢
o 2048	18,686,213	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	20,234,415	0.00¢	0.00¢
o 2049	20,234,415	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	21,782,616	0.00¢	0.00¢
1 2050	21,782,616	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	23,330,818	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,594,528**

Maximum DS: **1,715,203**

Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 2B (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations.
- 3.0¢ Upfront Tax Impact (FY 2022) and \$1.4 Million Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE 6/30	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	3.00¢
2021	1,400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	1,400,000	0.00¢	0.00¢
2022	1,400,000	1,328,202	0	264,000	1,592,202	1,295,245	215,339	1,510,584	81,618	1,481,618	0.00¢	3.00¢
2023	1,481,618	1,328,202	46,326	264,000	1,638,528	1,374,528	411,825	1,786,352	(147,825)	1,333,793	0.00¢	0.00¢
2024	1,333,793	1,328,202	0	264,000	1,592,202	1,120,128	493,580	1,613,708	(21,506)	1,312,287	0.00¢	0.00¢
2025	1,312,287	1,328,202	0	264,000	1,592,202	1,087,171	718,585	1,805,756	(213,554)	1,098,733	0.00¢	0.00¢
2026	1,098,733	1,328,202	0	264,000	1,592,202	1,049,343	776,107	1,825,450	(233,248)	865,484	0.00¢	0.00¢
2027	865,484	1,328,202	0	264,000	1,592,202	657,616	1,075,220	1,732,835	(140,634)	724,851	0.00¢	0.00¢
2028	724,851	1,328,202	0	264,000	1,592,202	639,114	1,270,793	1,909,908	(317,706)	407,145	0.00¢	0.00¢
2029	407,145	1,328,202	0	264,000	1,592,202	268,256	1,403,038	1,671,294	(79,093)	328,052	0.00¢	0.00¢
2030	328,052	1,328,202	0	264,000	1,592,202	259,144	1,463,861	1,723,005	(130,803)	197,249	0.00¢	0.00¢
2031	197,249	1,328,202	0	264,000	1,592,202	250,594	1,520,158	1,770,751	(178,550)	18,699	0.00¢	0.00¢
2032	18,699	1,328,202	0	264,000	1,592,202	240,356	1,348,576	1,588,933	3,269	21,968	0.00¢	0.00¢
2033	21,968	1,328,202	0	264,000	1,592,202	230,119	1,279,550	1,509,669	82,533	104,501	0.00¢	0.00¢
2034	104,501	1,328,202	0	264,000	1,592,202	0	1,210,524	1,210,524	381,677	486,178	0.00¢	0.00¢
2035	486,178	1,328,202	0	264,000	1,592,202	0	1,078,224	1,078,224	513,977	1,000,155	0.00¢	0.00¢
2036	1,000,155	1,328,202	0	264,000	1,592,202	0	925,230	925,230	666,971	1,667,126	0.00¢	0.00¢
2037	1,667,126	1,328,202	0	264,000	1,592,202	0	626,118	626,118	966,084	2,633,210	0.00¢	0.00¢
2038	2,633,210	1,328,202	0	264,000	1,592,202	0	430,544	430,544	1,161,658	3,794,868	0.00¢	0.00¢
2039	3,794,868	1,328,202	0	264,000	1,592,202	0	350,013	350,013	1,242,188	5,037,057	0.00¢	0.00¢
2040	5,037,057	1,328,202	0	264,000	1,592,202	0	263,731	263,731	1,328,471	6,365,528	0.00¢	0.00¢
2041	6,365,528	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	7,763,025	0.00¢	0.00¢
2042	7,763,025	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	9,160,522	0.00¢	0.00¢
2043	9,160,522	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	10,558,019	0.00¢	0.00¢
2044	10,558,019	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	11,955,516	0.00¢	0.00¢
2045	11,955,516	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	13,353,013	0.00¢	0.00¢
2046	13,353,013	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	14,750,510	0.00¢	0.00¢
2047	14,750,510	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	16,148,007	0.00¢	0.00¢
2048	16,148,007	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	17,545,504	0.00¢	0.00¢
2049	17,545,504	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	18,943,001	0.00¢	0.00¢
2050	18,943,001	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	20,340,498	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,638,528**

Maximum DS: 1,909,908

Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 2C (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations and \$6,667,000 County Facilities
- 4.25¢ Upfront Tax Impact (FY 2022) and \$2.4 Million Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE 6/30	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	4.25¢
2021	2,400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	2,400,000	0.00¢	0.00¢
2022	2,400,000	1,328,202	0	374,000	1,702,202	1,295,245	215,339	1,510,584	191,618	2,591,618	0.00¢	4.25¢
2023	2,591,618	1,328,202	46,326	374,000	1,748,528	1,374,528	411,825	1,786,352	(37,825)	2,553,793	0.00¢	0.00¢
2024	2,553,793	1,328,202	0	374,000	1,702,202	1,120,128	629,587	1,749,715	(47,513)	2,506,280	0.00¢	0.00¢
2025	2,506,280	1,328,202	0	374,000	1,702,202	1,087,171	854,592	1,941,762	(239,561)	2,266,719	0.00¢	0.00¢
2026	2,266,719	1,328,202	0	374,000	1,702,202	1,049,343	1,035,726	2,085,069	(382,867)	1,883,852	0.00¢	0.00¢
2027	1,883,852	1,328,202	0	374,000	1,702,202	657,616	1,334,839	1,992,454	(290,253)	1,593,599	0.00¢	0.00¢
2028	1,593,599	1,328,202	0	374,000	1,702,202	639,114	1,530,413	2,169,527	(467,325)	1,126,274	0.00¢	0.00¢
2029	1,126,274	1,328,202	0	374,000	1,702,202	268,256	1,662,657	1,930,913	(228,712)	897,562	0.00¢	0.00¢
2030	897,562	1,328,202	0	374,000	1,702,202	259,144	1,723,480	1,982,624	(280,423)	617,139	0.00¢	0.00¢
2031	617,139	1,328,202	0	374,000	1,702,202	250,594	1,779,777	2,030,371	(328,169)	288,971	0.00¢	0.00¢
2032	288,971	1,328,202	0	374,000	1,702,202	240,356	1,608,196	1,848,552	(146,350)	142,620	0.00¢	0.00¢
2033	142,620	1,328,202	0	374,000	1,702,202	230,119	1,539,169	1,769,288	(67,087)	75,534	0.00¢	0.00¢
2034	75,534	1,328,202	0	374,000	1,702,202	0	1,470,143	1,470,143	232,058	307,592	0.00¢	0.00¢
2035	307,592	1,328,202	0	374,000	1,702,202	0	1,337,843	1,337,843	364,358	671,950	0.00¢	0.00¢
2036	671,950	1,328,202	0	374,000	1,702,202	0	1,184,850	1,184,850	517,352	1,189,302	0.00¢	0.00¢
2037	1,189,302	1,328,202	0	374,000	1,702,202	0	885,737	885,737	816,465	2,005,767	0.00¢	0.00¢
2038	2,005,767	1,328,202	0	374,000	1,702,202	0	690,163	690,163	1,012,039	3,017,806	0.00¢	0.00¢
2039	3,017,806	1,328,202	0	374,000	1,702,202	0	609,632	609,632	1,092,569	4,110,375	0.00¢	0.00¢
2040	4,110,375	1,328,202	0	374,000	1,702,202	0	523,350	523,350	1,178,852	5,289,227	0.00¢	0.00¢
2041	5,289,227	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	6,537,105	0.00¢	0.00¢
2042	6,537,105	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	7,784,982	0.00¢	0.00¢
2043	7,784,982	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	9,032,860	0.00¢	0.00¢
2044	9,032,860	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	10,280,738	0.00¢	0.00¢
2045	10,280,738	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	11,528,616	0.00¢	0.00¢
2046	11,528,616	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	12,776,494	0.00¢	0.00¢
2047	12,776,494	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	14,024,372	0.00¢	0.00¢
2048	14,024,372	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	15,272,250	0.00¢	0.00¢
2049	15,272,250	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	16,520,127	0.00¢	0.00¢
2050	16,520,127	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	17,768,005	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,748,528**

Maximum DS: 2,169,527

Value of 1¢: **88,000**



G. Sussex Service Authority Detail Cash Flow Analysis



7. Sussex Service Authority | Preliminary Pro Forma Scenario 1

Excludes \$5 Million of Economic Development Related CIP Debt

Key Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases beginning in FY 2024 (and every other year thereafter) are estimated at 4.25%.

	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection
Fiscal Year:	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Utility System										
TOTAL REVENUES	4,980,810	5,071,664	5,081,969	5,183,689	5,233,539	5,345,588	4,983,622	5,100,211	5,145,445	5,260,681
TOTAL EXPENSES	3,052,343	3,111,635	3,202,113	3,264,400	3,327,933	3,392,737	3,458,836	3,526,258	3,595,028	3,665,174
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,928,467	1,960,029	1,879,857	1,919,289	1,905,606	1,952,852	1,524,786	1,573,953	1,550,417	1,595,507
Total Debt Service	1,666,046	1,540,705	1,416,160	1,413,371	1,407,844	1,367,944	602,558	605,528	602,335	593,837
SURPLUS (DEFICIT)	262,421	419,324	463,696	505,918	497,762	584,907	922,228	968,425	948,081	1,001,670
Debt Service Coverage	1.18	1.30	1.36	1.39	1.39	1.43	2.53	2.60	2.57	2.69
Surplus to: DOC R&R Fund	262,421	413,479	412,319	411,596	425,577	431,382	460,079	461,215	462,375	463,557
Surplus Available for: New Debt Service	0	5,845	51,377	94,322	72,185	153,525	462,150	507,209	485,707	538,112
Projected Debt Capacity	0	80,000	660,000	1,220,000	930,000	1,990,000	5,980,000	6,560,000	6,280,000	6,960,000
Total Other One-time Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
Utility Restricted Cash										
Beginning Balance	3,439,552	3,410,172	3,023,651	2,782,722	2,791,070	2,813,398	2,841,532	2,898,363	2,956,330	3,015,457
-Plus Surplus/(Less Deficit)	262,421	413,479	412,319	411,596	425,577	431,382	460,079	461,215	462,375	463,557
-Plus(Less): Non-Oper Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
-Less Capital Exp	(300,000)	(800,000)	(653,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	3,410,172	3,023,651	2,782,722	2,791,070	2,813,398	2,841,532	2,898,363	2,956,330	3,015,457	3,075,766
Utility Unrestricted Cash										
Beginning Balance	153,074	153,074	169,150	229,598	332,268	426,781	608,441	1,127,421	1,692,598	2,237,431
-Plus Surplus/(Less Deficit)	0	16,076	60,448	102,670	94,514	181,659	518,980	565,177	544,833	598,422
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	0	0	0	0	0	0	0	0	0
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	153,074	169,150	229,598	332,268	426,781	608,441	1,127,421	1,692,598	2,237,431	2,835,852



7. Sussex Service Authority | Preliminary Pro Forma Scenario 2 Includes \$5 Million of Economic Development Related CIP Debt

Key Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
- DOC increases beginning in FY 2024 (and every other year thereafter) are estimated at 4.25%.

	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection
Fiscal Year:	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Utility System										
TOTAL REVENUES	4,980,810	5,071,664	5,336,769	5,444,076	5,499,588	5,617,465	5,261,188	5,384,101	5,435,802	5,557,650
TOTAL EXPENSES	3,052,343	3,111,635	3,202,113	3,264,400	3,327,933	3,392,737	3,458,836	3,526,258	3,595,028	3,665,174
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,928,467	1,960,029	2,134,656	2,179,676	2,171,655	2,224,728	1,802,351	1,857,843	1,840,773	1,892,476
Total Debt Service	1,666,046	1,540,705	1,662,727	1,762,893	1,757,366	1,717,466	952,079	955,050	951,857	943,359
SURPLUS (DEFICIT)	262,421	419,324	471,929	416,783	414,289	507,262	850,272	902,793	888,916	949,117
Debt Service Coverage	1.18	1.30	1.31	1.26	1.26	1.30	1.89	1.95	1.93	2.01
Surplus to: DOC R&R Fund	262,421	413,479	412,319	411,596	414,289	431,269	459,851	460,983	462,137	463,315
Surplus Available for: New Debt Service	0	5,845	59,610	5,187	0	75,993	390,422	441,810	426,779	485,802
Projected Debt Capacity	0	80,000	770,000	70,000	0	980,000	5,050,000	5,720,000	5,520,000	6,280,000
Total Other One-time Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
Utility Restricted Cash										
Beginning Balance	3,439,552	3,410,172	3,023,651	2,782,722	2,791,070	2,802,111	2,830,132	2,886,735	2,944,469	3,003,359
-Plus Surplus/(Less Deficit)	262,421	413,479	412,319	411,596	414,289	431,269	459,851	460,983	462,137	463,315
-Plus(Less): Non-Oper Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
-Less Capital Exp	(300,000)	(800,000)	(653,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	3,410,172	3,023,651	2,782,722	2,791,070	2,802,111	2,830,132	2,886,735	2,944,469	3,003,359	3,063,426
Utility Unrestricted Cash										
Beginning Balance	153,074	153,074	169,150	237,831	251,366	262,407	366,421	813,445	1,312,990	1,798,659
-Plus Surplus/(Less Deficit)	0	16,076	68,681	13,535	11,041	104,014	447,024	499,545	485,668	545,869
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	0	0	0	0	0	0	0	0	0
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	153,074	169,150	237,831	251,366	262,407	366,421	813,445	1,312,990	1,798,659	2,344,528

Disclosure



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BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointments to the Board of Zoning Appeals

Board Meeting Date: February 18 2021

=====
Summary: Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January 31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

The BZA needs to have at least three (3) members to have a quorum.

Recommendation: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, and expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

Attachments: (1) BZA ByLaws
(2) Roster of BZA

=====
ACTION: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

**BY-LAWS
OF
THE BOARD OF ZONING APPEALS
SUSSEX COUNTY, VIRGINIA**

ARTICLE I. MEMBERSHIP

- 1-1. The Sussex County Board of Zoning Appeals, hereafter referred to as the "Board", shall be appointed by the Sussex County Circuit Court and each member shall be sworn in by the Clerk of the Circuit Court prior to assuming his or her duties.
- 1-2. The Board shall consist of five (5) members. One of the five members may be a member of the Planning Commission. Members of the Board shall hold no other public office in the County.
- 1-3. The term of each regular member shall be five (5) years.
- 1-4. A member whose term expires shall continue to serve until his or her successor is qualified and appointed to serve on the Board of Zoning Appeals.
- 1-5. Any member of the Board shall be eligible for reappointment.

ARTICLE II. OFFICERS

- 2-1. The Board shall organize and elect a Chairman and Vice-Chairman as officers annually in the month of January for a one (1) year term. The officers may be re-elected to successive terms.
- 2-2. The Chairman shall preside at all meetings and hearings of the Board, shall decide all points of order and procedures and shall appoint any committees that may be found necessary.
- 2-3. The Vice-Chairman shall assume the duties of Chairman in the Chairman's absence.
- 2-4. The Zoning Administrator of Sussex County or his/her duly assigned agent shall, (1) serve as the Secretary to the Board and shall handle all the official correspondence subject to these rules at the direction of the Board; (2) send out all public notices required by the rules of procedures; (3) keep minutes of the Board's proceedings; (4) notify members of all meetings; and (5) keep a file on each case that comes before the Board.

ARTICLE III. MEETINGS

- 3-1. Meetings of the Board shall be scheduled by the Chairman in coordination with the Secretary. Meetings shall begin at 6:00 p.m.
- 3-2. A quorum shall consist of three (3) Board members.

- 3-3. The Board may adjourn a meeting to another certain date and time if all cases/applications/appeals cannot be disposed of on the day set, and no further public notice shall be necessary for such a meeting.
- 3-4. A meeting shall be cancelled due to inclement weather if the County is closed on the day of the meeting. The meeting will be rescheduled for another date by the Chairman in coordination with the Secretary following the public notice guidelines under Article IV.

ARTICLE IV. PROCUEURES FOR HEARING BOARD CASES

- 4-1. Appeals to the Board may be taken by any person aggrieved of by any officer, department, board, or bureau of the County affected by a decision of the Zoning Administrator; or from any order, requirement, decision or determination made by any other administrative officer in the enforcement of the Zoning Ordinance.
- 4-2. The applicant shall provide the Zoning Administrator with all the information requested on the application form prescribed by the Board and any such additional information and data as may be required to advise the Board fully with reference to the application for an appeal or variance request, whether such information is called for by the official application form or not. No application for an appeal or variance will be considered by the Board unless it is made on the application required and the appropriate application fees have been paid.
- 4-3. An application for an appeal or variance filed according to the above procedure shall be given a case number within five (5) days of the date filed. Application for an appeal or variance will be assigned for a hearing in the order in which they are received.
- 4-4. The Secretary of the Board shall notify the parties of interests (applicant, adjacent landowners, etc.) of the date and time for the public hearing of the case and give public notice in a newspaper of general circulation in accordance with Section 15.2-2204, the Code of Virginia (1950, as amended).
- 4-5. At the time of the public hearing, the applicant may appear on behalf of the application or be represented by counsel or an agent. The Zoning Administrator's statement shall be made first, followed by the applicant's statement and then comments from any private citizen or business owner for or against the request. The Administrator shall be given the opportunity for a final rebuttal.
- 4-6. A final decision of any application for an appeal or variance to the Board must be approved by a quorum of the membership of the Board. The decision may be delayed so to allow Board members additional time to consider the evidence presented or to allow any additional material to be submitted as requested by the Board prior to rendering a decision.

No member of the Board may act upon any case with respect to property in which the member has an interest. In such cases the member must declare their conflict of interest and abstain from voting.
- 4-7. Within fifteen (15) days after the public hearing, the Secretary on behalf of the Board shall notify the applicant and any other interested party in writing of the final decision of the Board.

ARTICLE V. BOARD RECORDS

- 5-1. A file of all materials and decisions relating to each case shall be kept by the Secretary as part of the records of the Board.
- 5-2. All records of the Board shall be public record in accordance with the Freedom of Information Act.

ARTICLE VI. AMENDMENTS

- 6-1. These By-Laws may be amended, revised or repealed by a majority vote of the Board.

ARTICLE VII. ENACTMENT

- 7-1. These By-Laws shall replace all others and are adopted effective this **22nd** day of **October**, 2014.

**SUSSEX COUNTY
BOARD OF ZONING APPEALS**

(Updated December 2020)

George O’N. Urquhart, Chairman
7201 Newville Road, Waverly VA 23890
Office: 804-897-6500, Ext.9715
Home: 804-834-3594
Cell: 804-516 5775
Term expires: 01/31/2022

~~William B. Savedge
Post Office Box 67, Courtland VA 23837
Term expires 01/31/2021~~

~~Robert Pegram
Post Office Box 34, Jarratt VA 23867
Term expires: 01/31/2024~~

C. Tyrone Griffin
10310 Kelly Lane, Wakefield VA 23888
757.556.1715
Term expires: 01/31/2025

~~George C. Powell
Post Office Box 139
Waverly VA 23890
Term expires: 01/31/2023~~

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointments to Virginia's Gateway Region Board of Directors (2)

Board Meeting Date: March 18 2021

=====

Summary: The terms of Chairman Seward, 34220 Walnut Hill Road, Waverly, VA 23890 and Mr. Rex Davis, 612 Brentmoore Drive, Glen Allen, VA 23859, on the Virginia's Gateway Region Board of Directors expired February 28, 2021.

Staff has contacted Chairman Seward and Mr. Rex Davis. Mr. Davis is willing to serve, if reappointed. However, Chairman Seward does not wish to be reappointed.

Recommendation: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2021; and makes an appointments to fill the vacancy for Chairman Seward.

Attachments: Copies of Verification Letters for Chairman Seward and Mr. Rex Davis

=====

ACTION: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2022; and

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

White (Tie Breaker) ___ ___



Board of Supervisors

Susan B. Seward, Chairperson
Wayne O. Jones, Vice Chairman
C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Richard Douglas
County Administrator
rdouglas@sussexcountvva.gov

Telephone: (434) 246-1000
Facsimile: (434) 246-6013
www.sussexcountyva.gov

February 19, 2021

Ms. Susan Seward
34220 Walnut Hill Road
Waverly, VA 23890

Re: Virginia's Gateway Region Board of Directors

Dear Ms. Seward:

Our records indicate that your appointment to the Virginia's Gateway Region Board of Directors will expire February 28, 2021. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Virginia's Gateway Region Board of Directors.

Please complete the area below and return in the self-addressed, stamped envelope by March 5, 2021. You may retain a copy for your records.

Sincerely,

Shilton R. Butts
Assistant to County Administrator/
Deputy Clerk to the Board

_____ I wish to be reappointed to the Virginia's Gateway Region Board of Directors.

I do not wish to be reappointed to the Virginia's Gateway Region Board of Directors.

Signature: verified via Text, jpb

Date: March 11, 2021



Board of Supervisors

Susan B. Seward, Chairperson
Wayne O. Jones, Vice Chairman
C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Richard Douglas
County Administrator
rdouglas@sussexcountyva.gov

Telephone: (434) 246-1000
Facsimile: (434) 246-6013
www.sussexcountyva.gov

February 19, 2021

Mr. Rex Davis
612 Brentmoor Drive
Glen Allen, VA 23859

Re: Virginia's Gateway Region Board of Directors

Dear Mr. Davis:

Our records indicate that your appointment to the Virginia's Gateway Region Board of Directors will expire February 28, 2021. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Virginia's Gateway Region Board of Directors.

Please complete the area below and return in the self-addressed, stamped envelope by March 5, 2021. You may retain a copy for your records.

Sincerely,

Shilton R. Butts
Assistant to County Administrator/
Deputy Clerk to the Board

=====

I wish to be reappointed to the Virginia's Gateway Region Board of Directors.

I do not wish to be reappointed to the Virginia's Gateway Region Board of Directors.

Signature: verified via Ms. Mond Rooks
mb

Date: March 11, 2021

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Master Lease Agreement – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

=====

Summary: Roland Kooch with Davenport & Company will present an overview of a recommended master lease program to provide up to \$12.2 million in funding for future fire and EMS vehicles over the next ten years, including three fire engines and one ambulance recently approved by the Board of Supervisors. Davenport issued a master lease program RFP in February to address these services, and recommends a proposal from Banc of America Public Capital (attached).

A resolution is attached for your consideration (prepared by bond counsel and reviewed by the County Attorney), approving the master lease program with Banc of America Public Capital, to include Schedule 1, in an amount not to exceed \$2,150,000 at a maximum interest rate of 1.6 percent and maximum term of ten years, to cover the cost of recently purchased equipment.

Recommendation: Staff recommends approval of resolution approving the master lease program with Bank of America Public Capital.

- Attachments:** (1) RFP for Master Lease Program for Sussex County
(2) Sussex County Discussion Material
(3) Resolution
(4) RFP Responses and Summary

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Senior Vice President
Public Finance
One James Center
901 East Cary Street – 11th Floor
Richmond, Virginia 23219
(804) 697-2906
rkooch@investdavenport.com

VIA EMAIL

REQUEST FOR PROPOSALS

February 8, 2021



Up to \$12,200,000

Master Lease Program

Proposals Due: 11:00 a.m. Friday, March 5, 2021

In our capacity as Financial Advisor to Sussex County, Virginia (the “County”), Davenport & Company LLC (“Davenport”) is issuing this Request for Proposals (“RFP”) for a Master Lease Program for the County (the “Master Lease”). The County has identified approximately \$12.2 million in financing needs for a multi-year program to upgrade and replace the County Fire/EMS Equipment and other assets with useful lives of seven to ten years (the “Equipment”). As such, this RFP is being issued to request proposals from interested financial institutions to provide up to \$12.2 Million of new money lease financing to be drawn down over a multi-year period to pay for: 1) County Equipment, and 2) the costs of issuance associated with the Master Lease. **The County is requesting responses to the RFP by Friday, March 5, 2021 at 11:00 a.m.**

Financial Information Regarding the County

Audited Financials: <https://www.sussexcountyva.gov/departments/finance-department/audited-financial-reports>

The County’s FY 2018 and FY 2020 Audited Financials are included in the distribution of this RFP. The County’s FY 2016, FY 2017, and FY 2019 Audited Financials can be found at the link above.

Adopted Budgets: <https://www.sussexcountyva.gov/departments/finance-department/adopted-budgets>

Respondents having questions related to any of the financial information of the County, or who would like to request any additional information, are asked to contact the undersigned, who will work to facilitate a timely response.

The County is not currently rated by Moody’s, Standard & Poor’s, or Fitch Ratings.

Overview of Projects to be Financed:

As part of its multi-year Fire/EMS equipment replacement program, the County has identified up to \$12.2 Million of lease financing needs over the fiscal years 2021 to 2030. The County’s estimated expectations to draw for these needs can be found in the Proposed Terms below. Taken together, these draws will finance the acquisition of the \$12.2 million for County Equipment.

The County desires to enter into a cost effective and administratively efficient agreement with a financial institution to provide capital leasing for these projected needs.

The County anticipates financing these projects over a period of up to 10 years per draw.

The County is acting as the Lessee under the Master Lease. The County will be responsible, subject to annual appropriation, for making the lease payments under the Master Lease, as well as related maintenance and insurance expenses.

Please utilize the following set of criteria when formulating your response:

The Master Lease Proposed Terms:

Obligor/Lessee: Sussex County, Virginia.

Purpose: 1) Fund the acquisition of various equipment; and,
2) To pay the costs of issuance.

Size of Issuance: Up to \$12,200,000.

Equipment:

	Description	Fiscal Year	Amount	Term (Years)
1	Engine 82	2021	\$ 612,471	10
2	Engine 120	2021	603,000	10
3	Engine 520	2021	582,212	10
4	Medic 340	2021	250,000	7
5	Brush 450	2022	25,000	7
6	Engine 410	2022	600,000	10
7	Brush 8	2022	80,000	7
8	Brush 140	2022	80,000	7
9	Engine 210	2023	600,000	10
10	Brush 240	2023	80,000	7
11	Engine 81	2024	650,000	10
12	Tanker 480	2024	500,000	10
13	Tanker 180	2025	500,000	10
14	Squad 290	2026	800,000	10
15	Heavy Rescue 8	2026	800,000	10
16	Truck 4	2026	1,000,000	10
17	Engine 110	2027	700,000	10
18	Truck 1	2027	1,000,000	10
19	Engine 510	2028	700,000	10
20	Medic 340	2028	300,000	7
21	Medic 750	2028	300,000	7
22	Engine 420	2029	750,000	10
23	Tanker 8	2030	600,000	10
24	Total		\$ 12,112,683	

Tax Treatment: Fully Tax-Exempt.

Bank Qualification: Bank Qualified and Non-Bank Qualified proposals are Requested,.

Security: Payments under the Master Lease will be subject to annual appropriation. The County will provide a security interest in its own financed equipment located in the County as collateral for the Master Lease; please specify any other security requirements.

Rating: The County is not currently rated by Fitch Ratings, Moody's, or Standard & Poor's, respectively. The County does not anticipate obtaining ratings for the Master Lease.

Draws: The County the ability to draw funds on the Master Lease at least annually through the end of fiscal year 2030. The County anticipates the flexibility to draw more often than annually (i.e. semi-annually). More flexibility would be a positive factor.

Please specify any minimum draw requirements.

Please also discuss in detail the process for obtaining a new draw on the line including any UCC filings or equipment title requirements. Will additional credit approval(s) be required for each draw? What is the process for approval by your institution?

Final Maturity: Financing each draw for an up to 10-year period, as described in the table above.

Interest Rate: The County prefers a fixed rate of interest for each draw.

The County will consider proposals that set forth a fixed numerical rate of interest or a formula by which such fixed numerical rate of interest can be determined at closing of each draw. Formula based rates must be tied to indices that are publicly available. Interest will be calculated based on a 360-day year and twelve 30-day months. ***For comparative purposes, please show the calculation as of March 3, 2021.*** Please discuss how this formula (index/credit spread) is renewed, or may be changed, throughout the duration of the Master Lease for each draw.

Please provide rates and/or formula for both Bank Qualified and Non-Bank Qualified borrowings.

Payment Frequency: The County desires to make payments of principal and interest on the Master Lease semi-annually on March 1 and September 1, commencing the next March 1 or September 1 following any draw.

Prepayment: The County is looking for maximum flexibility. Please specify the call structure that would provide the County with the most flexibility at the lowest cost of funds.

Documentation: The agreement and related documentation may be prepared by the County's Bond Counsel, or the respondent may submit its standard agreement and related documentation, which shall be subject to the County's review and acceptance. Exclusive of standard leasing provisions please identify any significant concepts or provisions included in the respondent's standard agreement that must be reflected in any County-prepared agreement.

Please specify:

- 1) Whether Bond Counsel or whether the Bank or its counsel will draft the Lease Documents; and,

- 2) Whether the Lease will require adjustments to the interest rates if the maximum corporate tax rate is reduced.

Annual/Ongoing Fees: Please detail any up-front fees / expenses to be paid by the County (i.e. bank legal counsel) and provide a not-to-exceed amount. The County does not anticipate paying any on-going fees. Please specify any exceptions.

Ongoing Disclosure: The County will provide annual audited financial statements. Please specify any additional requirements.

Bond Counsel Opinion: To be provided by Sands Anderson PC, Bond Counsel to the County. Please specify if an opinion will be required for each draw.

Direct Bank Loan: Proposals are requested for a direct bank loan evidenced by the Master Lease by a single financial institution or a syndicate of financial institutions represented by one lead institution with which the County and their consultants will deal exclusively on all aspects of the financing. The successful proposer(s) will be expected to provide a letter in form satisfactory to the County and Bond Counsel regarding the qualifications of the lender and stating that the loan is being made for its own account, with the present intent to hold the loan to maturity and with no intention of sale or distribution. No formal disclosure documents will be prepared, although the proposers should feel free to direct any questions about the County or its finances to the undersigned.

Other Requirements: Please include detail on any key deadlines such as proposal expiration and the deadline for closing the transaction. **The County requires that the interest rates for the initial draw be held firm through April 16 to allow sufficient time for closing on the transaction. Moreover, proposals must not bind the County to take action to accept an offer prior to March 19, which is the day after the regularly scheduled meeting of the County Board of Supervisors wherein proposals will be considered and an award potentially made.**

Please specify any other terms or conditions that would affect the proposed structure of the financing agreement. The preliminary timetable for action is shown below.

Preliminary Timetable:

Date	Action
February 8, 2021	RFP is distributed to local, regional and national banking institutions.
March 5, 2021	RFP responses due back to Davenport at 11:00 a.m. Eastern Time.
March 18, 2021	County Board meeting – Davenport to present summary of responses and recommendation and Council to award Master Lease to preferred lender.
Balance of March	Negotiate, on behalf of the County, the terms and conditions of the responses with prospective financial institutions.
April 16, 2021	Latest-possible Closing Date (please hold rates through this date) for first draw.

Inquiries:

All inquiries concerning clarification of this RFP must be made to Davenport, in writing (e-mail is acceptable). As it is expected that each firm may have different needs for information, it is incumbent on each firm to make whatever inquiries it deems necessary in order to respond to the RFP. Any contact initiated by any banking institution with the County's elected or appointed officials or Bond Counsel concerning this RFP is prohibited. Any such unauthorized contact may cause the disqualification of the respondent from consideration.

Submission of Proposals:

By submitting a proposal for the Master Lease, we are anticipating that the financing has received final or near final credit approval by your banking institution and that your banking institution is ready and able to provide the financing for the Master Lease should it receive an award. If this financing requires additional credit approvals after submission of your response, please clearly indicate in your response the process by which these additional approvals will be obtained, the timing of receiving these approvals, and any additional information that will need to be provided by the County.

We look forward to your response by Friday, March 5, 2021 at 11:00 a.m. Responses can be e-mailed to our office as follows:

Roland Kooch
Davenport & Company LLC
Senior Vice President
Phone: (804) 697-2906
rkooch@investdavenport.com

Ben Wilson
Davenport & Company LLC
Associate Vice President
Phone: (804) 697-2920
bwilson@investdavenport.com

Please feel free to contact my colleagues or me with any questions. Thank you in advance for your response.

Sincerely,



Roland M. Kooch, Jr.
Senior Vice President

CC: Richard Douglas, *Sussex County*
Kelly Moore, *Sussex County*
Dan Siegel, *Sands Anderson PC*
Jesse Bausch, *Sands Anderson PC*
David Rose, *Davenport & Company LLC*
Ben Wilson, *Davenport & Company LLC*

Municipal Advisor Disclaimer

The enclosed information relates to an existing or potential municipal advisor engagement.

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

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author's and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

This material has been prepared for information purposes only and is not a solicitation of any offer to buy or sell any security/instrument or to participate in any trading strategy. Any such offer would be made only after a prospective participant had completed its own independent investigation of the securities, instruments or transactions and received all information it required to make its own investment decision, including, where applicable, a review of any offering circular or memorandum describing such security or instrument. That information would contain material information not contained herein and to which prospective participants are referred. This material is based on public information as of the specified date, and may be stale thereafter. We have no obligation to tell you when information herein may change. We make no representation or warranty with respect to the completeness of this material. Davenport has no obligation to continue to publish information on the securities/instruments mentioned herein. Recipients are required to comply with any legal or contractual restrictions on their purchase, holding, sale, exercise of rights or performance of obligations under any securities/instruments transaction.

The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

Version 01.13.14 | BW | RK | DR |

**RESOLUTION OF BOARD OF SUPERVISORS OF THE
COUNTY OF SUSSEX, VIRGINIA APPROVING LEASE PURCHASE FINANCING**

WHEREAS, the Board of Supervisors (**the “Board”**) of the County of Sussex, Virginia (**the “County”**) has determined (i) that a true and very real need exists for the acquisition, installation and equipping of various vehicles and related equipment by the County (**the “Equipment”**) described in the Master Lease Agreement (as hereinafter defined) and any schedules thereunder; (ii) that the Equipment is essential to the governmental functions of the County; and (iii) that it reasonably expects the Equipment to continue to be essential to the governmental functions of the County for a period not less than the term of the Master Lease Agreement; and

WHEREAS, the Board has taken the necessary steps under the Virginia Procurement Act, as amended, to acquire the Equipment; and

WHEREAS, the Board proposes to enter into a Master Equipment Lease/Purchase Agreement and one or more schedules thereunder, in the aggregate principal amount of not to exceed \$12,200,000 (**the “Master Lease Agreement”**) with Banc of America Public Capital Corp (**the “Lessor”**) to finance the purchase of the Equipment from time to time, with each such schedule having a term not to exceed ten (10) years, such Master Lease Agreement being in accordance with the Proposal (as defined below); and

WHEREAS, the Board proposes to enter into an Equipment Schedule pursuant to the Master Lease Agreement with the Lessor in the principal amount not to exceed \$2,150,000 (**the “Schedule No. 1”**) to finance the purchase of certain Equipment over a term not to exceed ten (10) years, in accordance with the Proposal; and

WHEREAS, (i) all amounts payable by the County under the Master Lease Agreement, Schedule No. 1 and similar future schedules (**the “Lease Obligations”**) are subject to annual appropriation by the Board; (ii) the Board is not under any obligation to make any appropriation with respect to the Lease Obligations; (iii) the Lease Obligations are not a general obligation of the County or a charge against the general credit or taxing power of the County; and (iv) amounts payable by the County under the Lease Obligations do not constitute a debt of the County within the meaning of any constitutional, charter or statutory limitation; and

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The Board hereby accepts the proposal of the Lessor submitted on March 4, 2021, (**the “Proposal”**) for the financing of the Equipment on the terms set forth therein, including without limitation, for Schedule No. 1, a maximum principal amount not to exceed \$2,150,000, a maximum annual interest rate of 1.60% and a maximum term of approximately ten years, and an interest rate formula for future schedules under the Master Lease Agreement as set forth in the Proposal.

2. It is hereby found and determined that the terms of the Lease Obligations as provided in the Proposal are in the best interests of the County for the design, acquisition, improvement, installation and equipping of the Equipment.

3. The Master Lease Agreement and Schedule No. 1 and related financing documents are hereby approved. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act (the "Authorized Officials"), are hereby authorized to execute, acknowledge and deliver the Master Lease Agreement and Schedule No. 1 and related financing documents, including but not limited to an escrow agreement with an authorized escrow agent, if required, as selected by the Chairman, Vice Chairman or County Administrator, and/or a restricted account agreement if utilized by the County, with any changes, insertions and omissions therein as may be approved by the individuals executing the Master Lease Agreement and Schedule No. 1 and such documents, including but not limited to the annual interest rate, payment dates, lease term, description of Equipment and prepayment provisions, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act, are each hereby designated as authorized representatives of the County under the Master Lease Agreement and Schedule No. 1 and any escrow agreement or other related agreement until such time as the Board designates other authorized representatives. Without further authorization from the Board, (a) the aggregate principal component of Rental Payments under all schedules entered into pursuant to the Master Lease Agreement shall not exceed \$12,200,000; (b) the maximum term under any schedule entered into pursuant to the Master Lease Agreement shall not exceed ten (10) years; and (c) the maximum interest rate used to determine the interest component of rental payments under each schedule shall not exceed the lesser of the maximum rate permitted by law or five percent (5.00%) per annum. Future schedules under the Master Lease Agreement beyond Schedule No. 1 require future approval by the Board.

4. The same officers of the Board, and the County Administrator and the County Attorney are authorized and directed to execute and deliver any and all other agreements, financing statements, papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out the purposes and intents of this resolution and the Master Lease Agreement and Schedule No. 1.

5. The County covenants that it shall not take or omit to take any action the taking or omission of which will cause the Lease Obligations to be "arbitrage bonds" within the meaning of Section 148 of the Code, or otherwise cause interest on the Lease Obligations derived from the interest component of rental payments made by the County under the Master Lease Agreement to be includable in the gross income for Federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require it at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Lease Obligations.

6. The County further covenants that it shall not permit the proceeds of the Lease Obligations to be used in any manner that would result in (a) 10% or more of such proceeds being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, provided that no more than 5% of such proceeds may be used in a

trade or business unrelated to the County's use of the Equipment, (b) 5% or more of such proceeds being used with respect to any "output facility" (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Lease Obligations from being includable in the gross income for Federal income tax purposes of the registered owner thereof under existing law, the County need not comply with such covenants.

7. The Board hereby determines that it is in the best interests of the County to authorize the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Lease Obligations, if directed by the Chairman.

8. The recitals to this resolution are hereby incorporated by reference and are declared to be findings of the County in connection with its decision to acquire and finance the Equipment.

9. All acts of the officers, agents and representatives of the County that are in conformity with the purposes and intent of this resolution and in furtherance of the leasing of the Equipment by the County to finance the Equipment and the design, acquisition, improvement, installation and equipping of the Equipment are hereby approved, ratified and confirmed.

10. This resolution shall be effective immediately upon its adoption.

Date of Adoption: March 18, 2021.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Board of Supervisors of the County of Sussex, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on March 18, 2021, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this 18th day of March, 2021.

By: _____
Clerk, Board of Supervisors

Charles T. Maguire
Senior Vice President

Government Finance Group
1111 E. Main Street, 18th FL. VA2-300-18-02
Richmond, VA 23219
T 804.489.5044 F 804.262.8344 M 804.432.9572
Charles.maguire@BofA.com

March 4, 2021

Sussex County, VA
c/o: Roland Kooch, Davenport & Co.
Ben Wilson, Davenport & Co.

Dear Roland and Ben,

Banc of America Public Capital Corporation (“BAPCC”), is pleased to submit to you (“Lessee”) the lease financing proposal (the “Proposed Transaction”) described in the attached Summary of Terms and Conditions (the “Term Sheet”).

This letter and the Term Sheet (collectively, the “Proposal” or “Proposal Letter”) include only a brief description of the principal terms of the Proposed Transaction, and are intended for discussion purposes only. This Proposal Letter is not intended to and does not create any binding legal obligation on the part of either party. BAPCC will not be obligated to provide any financing until the satisfactory completion of its credit, legal and investment approval process. The terms and conditions of this Proposal Letter shall be superseded by and shall no longer be effective upon the execution and delivery of final legal documentation with respect to this Proposed Transaction.

This Proposal must be accepted on or before **March 12, 2021** in order for BAPCC to proceed with its consideration of the Proposed Transaction. To accept this proposal, please sign the enclosed copy of this letter and return it, by no later than March 12th to:

Banc of America Public Capital Corp
1111 E. Main Street, 18th Floor
Richmond, VA 23832
P – 804-788-3345
F – 804-788-3432

We appreciate this opportunity to present Bank of America.

Very truly yours,

BANC OF AMERICA PUBLIC CAPITAL CORP

Charles T. Maguire

Charles T. Maguire
Senior Vice President

The undersigned, by its authorized representative below, accepts the above proposal, agrees to furnish Lessor, its successors and assigns, any information relating to the business or financial condition of Lessee or its affiliates, and authorizes Lessor, Bank of America, National Association, and their affiliates to disclose to, discuss with and distribute such information (and any information they may already have) to any other affiliates or proposed assignees or successors of Lessor.

Sussex County, VA

By: _____

Title: _____

Date: _____

This proposal is submitted in response to your Invitation to Bid Tax-Exempt Lease-Purchase Financing February 8, 2021. The contents of this proposal and any subsequent discussions between us, including any and all information, recommendations, opinions, indicative pricing, quotations and analysis with respect to any municipal financial product or issuance of municipal securities, are provided to you in reliance upon the exemption provided for responses to requests for proposals or qualifications under the municipal advisor rules (the "Rules") of the Securities and Exchange Commission (240 CFR 15Ba1-1 et seq.).

The Staff of the SEC's Office of Municipal Securities has issued guidance which provides that, in order for a request for proposals to be consistent with this exemption, it must (a) identify a particular objective, (b) be open for not more than a reasonable period of time (up to six months being generally considered as reasonable), and (c) involve a competitive process (such as by being provided to at least three reasonably competitive market participants) or by being publicly posted to your official website. In submitting this proposal, we have relied upon your compliance with this guidance.

In submitting this proposal, we are not undertaking to act as a "municipal advisor" to you or any other person within the meaning of the Rules. In connection with this proposal and the transactions described herein, we are not subject to, and we hereby disclaim, any fiduciary duty to you or to any other person. We understand that you will consult with and rely on the advice of your own municipal, financial, tax, legal and other advisors as and to the extent you deem necessary in connection with your evaluation of this proposal and the transactions described herein.

SUMMARY OF TERMS AND CONDITIONS

- Date:** March 4, 2021
- Lessee:** Sussex County, VA.
- Lessor:** Banc of America Public Capital (“BAPCC”) or its assignee or designee ("Lessor")
- Equipment:** Various fire apparatus and vehicles and equipment.
- Security:** BAPCC will have a security interest in the Equipment.
- Structure:** The Lease-Agreement is intended as either a **BANK QUALIFIED** or **NON-BANK QUALIFIED** secured transaction; all tax benefits will remain with Lessee; all expenses, including (but not limited to) insurance, maintenance, and taxes, will be for the account of Lessee.
- Availability:** The proposed line of credit will be in place for one (1) year with optional annual extensions, if requested by Lessee, subject to annual credit and index pricing review. The extension will be mutually agreeable to Lessee and Lessor.
- Term:** 7 and 10 Years.
- Funding:** \$2.1mm for 2021.

The Maximum Funding amount, \$12.2mm, will be allocated in annual increments per the RFP. Based on the needs of the County, the annual financings can be increased upon mutual agreement of the parties.

<u>Rate:</u>	<u>BQ</u>	<u>NBQ</u>
7 years:	1.238%	1.224%
10 years:	1.587%	1.566%

The current rates are locked until April 16, 2021, and will be honored so long as the transaction is funded before such date. After April 16, 2021, after which rates will be based on index and conditions below.

In order to lock the rate, the City must notify (email is fine) BAPCC of acceptance of the rates within 5 business days from the issuance of this proposal.

Index: Any funding after April 16, 2021 will be based on the formula below, which will be good for one year from date of proposal, after which time it will be subject to review and mutual agreement of both parties:

NBQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.737%	1.224%
10 years	5 years	0.826%	0.653%	0.913%	1.566%

BQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.751%	1.238%
10 years	5 years	0.826%	0.653%	0.934%	1.587%

*Swap Index Rate as of March 3, 2021

The actual Tax-Exempt Interest Rate for future Schedules will be calculated in accordance with the formula in the above pricing grid and will be based on the then current Swap Index Rate published on the Bloomberg Terminal on the date pricing is set (no more than 8 days prior to funding), which the Swap Index Rate shall not be less than 0%.

Payments: Payments will be in accordance with the attached amortization schedule. Please note if alternative payment frequencies (i.e. quarterly, semiannual or annual) or changes to the principal amounts due on each payment date are requested, this may be accommodated but any changes to the average life may also impact the rate quoted herein.

Insurance: Lessee may be required to provide, at its expense, casualty insurance (with such deductibles as Lessor may approve) Lessor has the ability, if necessary, to obtain and provide any insurance certificate required.

Prepayment: Pre-payable in whole on any payment date at par after the first half of the term has expired.

Governmental

Entity Lease: The Base Rent installments are calculated on the assumptions, and Lessee will represent, that Lessee is a state or political subdivision of a state within the meaning of Section 103(c) of the Internal Revenue Code (the "Code"), that this transaction will constitute an obligation of Lessee within the meaning of Section 103(a) of the Code, notwithstanding Section 103(b) of the Code. Lessee shall provide Lessor with such evidence as Lessor may request to substantiate and maintain such tax status.

Lessee will indemnify Lessor only as to the actions or omissions of the lessee, on an after-tax basis, against any loss of Federal income tax exemption of the interest portion of the rentals and against any penalties and interest imposed by the Internal Revenue Service on Lessor in connection therewith on a lump-sum basis.

Non-Appropriation

Termination: Lessee affirms that funds are available for the current fiscal year and reasonably believes that sufficient funds can be obtained to make all rental payments during each subsequent fiscal year. Lessee will regularly budget for and otherwise use its best efforts to obtain funds for the continuation of the rentals in this transaction.

Expenses: Each party will be responsible for their own closing costs.

Escrow

Account: *Lessee may deposit*, subject to compliance with applicable regulations under the Internal Revenue Code, including, but not limited to arbitrage regulations, the proceeds of the Lease in an escrow acceptable to Lessor, and disbursements made therefrom to pay for the Project upon the execution and delivery of an acceptance certificate (and related documents) by Lessee and approved by Lessor.

Documents: Lease documents in form and substance satisfactory to Lessor and its local counsel must be executed and delivered. If Lessor requests, Lessee will also furnish duly executed landlord and mortgage waivers and supporting information. Lessee will also provide board resolutions, incumbency certificates and other documentation required by Lessor.

Conditions

Precedent: If the vendor is receiving advance payments from the lease proceeds prior to delivery, then BAPCC will receive a payment and performance bond; also, BAPCC will take assignment of the vendor contract which is to be reviewed by our legal department.

LIBOR-Based

Swap Succession: In the event the LIBOR-based swap index ceases (a) to be determined and made available through the Bloomberg Daily Summary, (b) to be a representative index for approximating movements in Lessor's costs of funding fixed-rate transactions, or (c) to be the generally accepted swap index in the marketplace, Lessor may in its discretion use a replacement swap index applicable to U.S. Dollar collateralized funding that is generally accepted in the interbank credit marketplace as a comparable substitute for the LIBOR-based swap.

SEC

Disclosure: Lessee acknowledges and agrees that, if, in connection with its efforts to comply with the requirements of SEC Rule 15c2-12(b)(5) of the Securities and Exchange Act of 1934, Lessee decides to file any documentation related to the proposed transaction to EMMA (the "*Disclosed Documents*"), such Disclosed Documents shall be filed with redactions that will be mutually agreed upon by the parties to ensure that there is no confidential information of Lessor included in the posted documents (i.e. account information, names of signatories).

Private

Placement: The proposed transaction is a private placement that will not require (i) any additional public ongoing disclosure requirements, (ii) any additional public offering document generation requirements, or (iii) any underwriting or related fees.

Market

Disruption: Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets after the date of this Proposal Letter, including but not limited to any governmental action or other event which materially adversely affects the extension of credit by banks, leasing companies or other lending institutions, the Lessor may modify the indicative pricing described above.

USA Patriot Act

Compliance: The Lessee acknowledges that pursuant to the requirements of the USA Patriot Act, as amended from time to time (including as amended by the USA Freedom Act of 2015) (the "Patriot Act"), the Lessor is required to obtain, verify and record information that identifies the Lessee, which information includes the name and address of the Lessee and other information that will allow the Lessor to identify the Lessee in accordance with the Patriot Act.

Credit Due

Diligence: In order to complete its credit due diligence, Banc of America Public Capital Corp Credit Administration will need you to provide:

- Three years of most recent audited financial statements;
- Most recent fiscal year's Budget
- Insurance Certificate
- W-9

7-YR BQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,668.49	\$ 1,160.63	\$ 17,507.86	\$232,492.14
3/1/2022		\$ 18,668.49	\$ 1,439.13	\$ 17,229.36	\$215,262.78
9/1/2022		\$ 18,668.49	\$ 1,332.48	\$ 17,336.01	\$197,926.77
3/1/2023		\$ 18,668.49	\$ 1,225.17	\$ 17,443.32	\$180,483.45
9/1/2023		\$ 18,668.49	\$ 1,117.20	\$ 17,551.29	\$162,932.16
3/1/2024		\$ 18,668.49	\$ 1,008.55	\$ 17,659.94	\$145,272.22
9/1/2024		\$ 18,668.49	\$ 899.24	\$ 17,769.25	\$127,502.97
3/1/2025		\$ 18,668.49	\$ 789.25	\$ 17,879.24	\$109,623.72
9/1/2025		\$ 18,668.49	\$ 678.57	\$ 17,989.92	\$ 91,633.80
3/1/2026		\$ 18,668.49	\$ 567.21	\$ 18,101.28	\$ 73,532.53
9/1/2026		\$ 18,668.49	\$ 455.17	\$ 18,213.32	\$ 55,319.21
3/1/2027		\$ 18,668.49	\$ 342.43	\$ 18,326.06	\$ 36,993.14
9/1/2027		\$ 18,668.49	\$ 228.99	\$ 18,439.50	\$ 18,553.64
3/1/2028		\$ 18,668.49	\$ 114.85	\$ 18,553.64	\$ -
	-----	-----	-----	-----	
	\$250,000.00	\$261,358.86	\$11,358.86	\$250,000.00	

7-YR NBQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,659.20	\$ 1,147.50	\$ 17,511.70	\$232,488.30
3/1/2022		\$ 18,659.20	\$ 1,422.83	\$ 17,236.37	\$215,251.92
9/1/2022		\$ 18,659.20	\$ 1,317.34	\$ 17,341.86	\$197,910.06
3/1/2023		\$ 18,659.20	\$ 1,211.21	\$ 17,447.99	\$180,462.07
9/1/2023		\$ 18,659.20	\$ 1,104.43	\$ 17,554.77	\$162,907.30
3/1/2024		\$ 18,659.20	\$ 996.99	\$ 17,662.21	\$145,245.09
9/1/2024		\$ 18,659.20	\$ 888.90	\$ 17,770.30	\$127,474.78
3/1/2025		\$ 18,659.20	\$ 780.14	\$ 17,879.06	\$109,595.73
9/1/2025		\$ 18,659.20	\$ 670.72	\$ 17,988.48	\$ 91,607.25
3/1/2026		\$ 18,659.20	\$ 560.64	\$ 18,098.56	\$ 73,508.69
9/1/2026		\$ 18,659.20	\$ 449.87	\$ 18,209.33	\$ 55,299.36
3/1/2027		\$ 18,659.20	\$ 338.43	\$ 18,320.77	\$ 36,978.59
9/1/2027		\$ 18,659.20	\$ 226.31	\$ 18,432.89	\$ 18,545.70
3/1/2028		\$ 18,659.20	\$ 113.50	\$ 18,545.70	\$ (0.00)
	-----	-----	-----	-----	
	\$250,000.00	\$261,228.80	\$11,228.80	\$250,000.00	

10-YR BO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,368.42	\$ 10,698.46	\$ 86,669.96	\$ 1,711,013.04
3/1/2022		\$ 97,368.42	\$ 13,576.89	\$ 83,791.53	\$ 1,627,221.52
9/1/2022		\$ 97,368.42	\$ 12,912.01	\$ 84,456.41	\$ 1,542,765.10
3/1/2023		\$ 97,368.42	\$ 12,241.84	\$ 85,126.58	\$ 1,457,638.53
9/1/2023		\$ 97,368.42	\$ 11,566.37	\$ 85,802.05	\$ 1,371,836.47
3/1/2024		\$ 97,368.42	\$ 10,885.53	\$ 86,482.89	\$ 1,285,353.58
9/1/2024		\$ 97,368.42	\$ 10,199.28	\$ 87,169.14	\$ 1,198,184.44
3/1/2025		\$ 97,368.42	\$ 9,507.60	\$ 87,860.82	\$ 1,110,323.62
9/1/2025		\$ 97,368.42	\$ 8,810.42	\$ 88,558.00	\$ 1,021,765.62
3/1/2026		\$ 97,368.42	\$ 8,107.71	\$ 89,260.71	\$ 932,504.91
9/1/2026		\$ 97,368.42	\$ 7,399.43	\$ 89,968.99	\$ 842,535.92
3/1/2027		\$ 97,368.42	\$ 6,685.52	\$ 90,682.90	\$ 751,853.02
9/1/2027		\$ 97,368.42	\$ 5,965.96	\$ 91,402.46	\$ 660,450.56
3/1/2028		\$ 97,368.42	\$ 5,240.68	\$ 92,127.74	\$ 568,322.82
9/1/2028		\$ 97,368.42	\$ 4,509.64	\$ 92,858.78	\$ 475,464.04
3/1/2029		\$ 97,368.42	\$ 3,772.81	\$ 93,595.61	\$ 381,868.43
9/1/2029		\$ 97,368.42	\$ 3,030.13	\$ 94,338.29	\$ 287,530.13
3/1/2030		\$ 97,368.42	\$ 2,281.55	\$ 95,086.87	\$ 192,443.27
9/1/2030		\$ 97,368.42	\$ 1,527.04	\$ 95,841.38	\$ 96,601.88
3/1/2031		\$ 97,368.42	\$ 766.54	\$ 96,601.88	\$ (0.00)
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,947,368.40	\$ 149,685.40	\$ 1,797,683.00	

10-YR NBO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,267.13	\$ 10,556.89	\$ 86,710.24	\$ 1,710,972.76
3/1/2022		\$ 97,267.13	\$ 13,396.92	\$ 83,870.21	\$ 1,627,102.55
9/1/2022		\$ 97,267.13	\$ 12,740.21	\$ 84,526.92	\$ 1,542,575.64
3/1/2023		\$ 97,267.13	\$ 12,078.37	\$ 85,188.76	\$ 1,457,386.87
9/1/2023		\$ 97,267.13	\$ 11,411.34	\$ 85,855.79	\$ 1,371,531.08
3/1/2024		\$ 97,267.13	\$ 10,739.09	\$ 86,528.04	\$ 1,285,003.04
9/1/2024		\$ 97,267.13	\$ 10,061.57	\$ 87,205.56	\$ 1,197,797.49
3/1/2025		\$ 97,267.13	\$ 9,378.75	\$ 87,888.38	\$ 1,109,909.11
9/1/2025		\$ 97,267.13	\$ 8,690.59	\$ 88,576.54	\$ 1,021,332.57
3/1/2026		\$ 97,267.13	\$ 7,997.03	\$ 89,270.10	\$ 932,062.48
9/1/2026		\$ 97,267.13	\$ 7,298.05	\$ 89,969.08	\$ 842,093.39
3/1/2027		\$ 97,267.13	\$ 6,593.59	\$ 90,673.54	\$ 751,419.86
9/1/2027		\$ 97,267.13	\$ 5,883.62	\$ 91,383.51	\$ 660,036.34
3/1/2028		\$ 97,267.13	\$ 5,168.08	\$ 92,099.05	\$ 567,937.30
9/1/2028		\$ 97,267.13	\$ 4,446.95	\$ 92,820.18	\$ 475,117.12
3/1/2029		\$ 97,267.13	\$ 3,720.17	\$ 93,546.96	\$ 381,570.16
9/1/2029		\$ 97,267.13	\$ 2,987.69	\$ 94,279.44	\$ 287,290.72
3/1/2030		\$ 97,267.13	\$ 2,249.49	\$ 95,017.64	\$ 192,273.08
9/1/2030		\$ 97,267.13	\$ 1,505.50	\$ 95,761.63	\$ 96,511.45
3/1/2031		\$ 97,267.13	\$ 755.68	\$ 96,511.45	\$ -
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,945,342.60	\$ 147,659.60	\$ 1,797,683.00	

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of a Medical Vehicle

AMOUNT: \$250,000.00

TERM OR MATURITY DATE: 7 years

INTEREST RATE: a. 1.82%
b. 1.89%

TAX STATUS: a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified

PAYMENTS: Interest: Semi-Annual
Principal: Semi-Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Medical Vehicle purchased with the proceeds

PREPAYMENT TERMS: Prepayable in whole at any time without penalty

RATE EXPIRATION: April 19, 2021

DOCUMENTATION/ LEGAL REVIEW FEE: To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of Fire Trucks**AMOUNT:** \$1,797,683.00**TERM OR
MATURITY DATE:** 10 years**INTEREST RATE:** a. 1.82%
b. 1.92%**TAX STATUS:** a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified**PAYMENTS:** Interest: Semi-Annual
Principal: Semi-Annual**INTEREST RATE
CALCULATION:** 30/360**SECURITY:** Fire Trucks purchased with the proceeds**PREPAYMENT
TERMS:** Prepayable in whole at any time with a 1% prepayment penalty. Or, non-callable for the first half of the term, then on or after that date, callable in whole at any time at par.**RATE
EXPIRATION:** April 19, 2021**DOCUMENTATION/
LEGAL REVIEW
FEE:** To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Master Lease Agreement – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

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Summary: Roland Kooch with Davenport & Company will present an overview of a recommended master lease program to provide up to \$12.2 million in funding for future fire and EMS vehicles over the next ten years, including three fire engines and one ambulance recently approved by the Board of Supervisors. Davenport issued a master lease program RFP in February to address these services, and recommends a proposal from Banc of America Public Capital (attached).

A resolution is attached for your consideration (prepared by bond counsel and reviewed by the County Attorney), approving the master lease program with Banc of America Public Capital, to include Schedule 1, in an amount not to exceed \$2,150,000 at a maximum interest rate of 1.6 percent and maximum term of ten years, to cover the cost of recently purchased equipment.

Recommendation: Staff recommends approval of resolution approving the master lease program with Bank of America Public Capital.

- Attachments:** (1) RFP for Master Lease Program for Sussex County
(2) Sussex County Discussion Material
(3) Resolution
(4) RFP Responses and Summary

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ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Senior Vice President
Public Finance
One James Center
901 East Cary Street – 11th Floor
Richmond, Virginia 23219
(804) 697-2906
rkooch@investdavenport.com

VIA EMAIL

REQUEST FOR PROPOSALS

February 8, 2021



Up to \$12,200,000

Master Lease Program

Proposals Due: 11:00 a.m. Friday, March 5, 2021

In our capacity as Financial Advisor to Sussex County, Virginia (the “County”), Davenport & Company LLC (“Davenport”) is issuing this Request for Proposals (“RFP”) for a Master Lease Program for the County (the “Master Lease”). The County has identified approximately \$12.2 million in financing needs for a multi-year program to upgrade and replace the County Fire/EMS Equipment and other assets with useful lives of seven to ten years (the “Equipment”). As such, this RFP is being issued to request proposals from interested financial institutions to provide up to \$12.2 Million of new money lease financing to be drawn down over a multi-year period to pay for: 1) County Equipment, and 2) the costs of issuance associated with the Master Lease. **The County is requesting responses to the RFP by Friday, March 5, 2021 at 11:00 a.m.**

Financial Information Regarding the County

Audited Financials: <https://www.sussexcountyva.gov/departments/finance-department/audited-financial-reports>

The County’s FY 2018 and FY 2020 Audited Financials are included in the distribution of this RFP. The County’s FY 2016, FY 2017, and FY 2019 Audited Financials can be found at the link above.

Adopted Budgets: <https://www.sussexcountyva.gov/departments/finance-department/adopted-budgets>

Respondents having questions related to any of the financial information of the County, or who would like to request any additional information, are asked to contact the undersigned, who will work to facilitate a timely response.

The County is not currently rated by Moody’s, Standard & Poor’s, or Fitch Ratings.

Overview of Projects to be Financed:

As part of its multi-year Fire/EMS equipment replacement program, the County has identified up to \$12.2 Million of lease financing needs over the fiscal years 2021 to 2030. The County’s estimated expectations to draw for these needs can be found in the Proposed Terms below. Taken together, these draws will finance the acquisition of the \$12.2 million for County Equipment.

The County desires to enter into a cost effective and administratively efficient agreement with a financial institution to provide capital leasing for these projected needs.

The County anticipates financing these projects over a period of up to 10 years per draw.

The County is acting as the Lessee under the Master Lease. The County will be responsible, subject to annual appropriation, for making the lease payments under the Master Lease, as well as related maintenance and insurance expenses.

Please utilize the following set of criteria when formulating your response:

The Master Lease Proposed Terms:

Obligor/Lessee: Sussex County, Virginia.

Purpose: 1) Fund the acquisition of various equipment; and,
2) To pay the costs of issuance.

Size of Issuance: Up to \$12,200,000.

Equipment:

	Description	Fiscal Year	Amount	Term (Years)
1	Engine 82	2021	\$ 612,471	10
2	Engine 120	2021	603,000	10
3	Engine 520	2021	582,212	10
4	Medic 340	2021	250,000	7
5	Brush 450	2022	25,000	7
6	Engine 410	2022	600,000	10
7	Brush 8	2022	80,000	7
8	Brush 140	2022	80,000	7
9	Engine 210	2023	600,000	10
10	Brush 240	2023	80,000	7
11	Engine 81	2024	650,000	10
12	Tanker 480	2024	500,000	10
13	Tanker 180	2025	500,000	10
14	Squad 290	2026	800,000	10
15	Heavy Rescue 8	2026	800,000	10
16	Truck 4	2026	1,000,000	10
17	Engine 110	2027	700,000	10
18	Truck 1	2027	1,000,000	10
19	Engine 510	2028	700,000	10
20	Medic 340	2028	300,000	7
21	Medic 750	2028	300,000	7
22	Engine 420	2029	750,000	10
23	Tanker 8	2030	600,000	10
24	Total		\$ 12,112,683	

Tax Treatment: Fully Tax-Exempt.

Bank Qualification: Bank Qualified and Non-Bank Qualified proposals are Requested,.

Security: Payments under the Master Lease will be subject to annual appropriation. The County will provide a security interest in its own financed equipment located in the County as collateral for the Master Lease; please specify any other security requirements.

Rating: The County is not currently rated by Fitch Ratings, Moody's, or Standard & Poor's, respectively. The County does not anticipate obtaining ratings for the Master Lease.

Draws: The County the ability to draw funds on the Master Lease at least annually through the end of fiscal year 2030. The County anticipates the flexibility to draw more often than annually (i.e. semi-annually). More flexibility would be a positive factor.

Please specify any minimum draw requirements.

Please also discuss in detail the process for obtaining a new draw on the line including any UCC filings or equipment title requirements. Will additional credit approval(s) be required for each draw? What is the process for approval by your institution?

Final Maturity: Financing each draw for an up to 10-year period, as described in the table above.

Interest Rate: The County prefers a fixed rate of interest for each draw.

The County will consider proposals that set forth a fixed numerical rate of interest or a formula by which such fixed numerical rate of interest can be determined at closing of each draw. Formula based rates must be tied to indices that are publicly available. Interest will be calculated based on a 360-day year and twelve 30-day months. ***For comparative purposes, please show the calculation as of March 3, 2021.*** Please discuss how this formula (index/credit spread) is renewed, or may be changed, throughout the duration of the Master Lease for each draw.

Please provide rates and/or formula for both Bank Qualified and Non-Bank Qualified borrowings.

Payment Frequency: The County desires to make payments of principal and interest on the Master Lease semi-annually on March 1 and September 1, commencing the next March 1 or September 1 following any draw.

Prepayment: The County is looking for maximum flexibility. Please specify the call structure that would provide the County with the most flexibility at the lowest cost of funds.

Documentation: The agreement and related documentation may be prepared by the County's Bond Counsel, or the respondent may submit its standard agreement and related documentation, which shall be subject to the County's review and acceptance. Exclusive of standard leasing provisions please identify any significant concepts or provisions included in the respondent's standard agreement that must be reflected in any County-prepared agreement.

Please specify:

- 1) Whether Bond Counsel or whether the Bank or its counsel will draft the Lease Documents; and,

- 2) Whether the Lease will require adjustments to the interest rates if the maximum corporate tax rate is reduced.

Annual/Ongoing Fees: Please detail any up-front fees / expenses to be paid by the County (i.e. bank legal counsel) and provide a not-to-exceed amount. The County does not anticipate paying any on-going fees. Please specify any exceptions.

Ongoing Disclosure: The County will provide annual audited financial statements. Please specify any additional requirements.

Bond Counsel Opinion: To be provided by Sands Anderson PC, Bond Counsel to the County. Please specify if an opinion will be required for each draw.

Direct Bank Loan: Proposals are requested for a direct bank loan evidenced by the Master Lease by a single financial institution or a syndicate of financial institutions represented by one lead institution with which the County and their consultants will deal exclusively on all aspects of the financing. The successful proposer(s) will be expected to provide a letter in form satisfactory to the County and Bond Counsel regarding the qualifications of the lender and stating that the loan is being made for its own account, with the present intent to hold the loan to maturity and with no intention of sale or distribution. No formal disclosure documents will be prepared, although the proposers should feel free to direct any questions about the County or its finances to the undersigned.

Other Requirements: Please include detail on any key deadlines such as proposal expiration and the deadline for closing the transaction. **The County requires that the interest rates for the initial draw be held firm through April 16 to allow sufficient time for closing on the transaction. Moreover, proposals must not bind the County to take action to accept an offer prior to March 19, which is the day after the regularly scheduled meeting of the County Board of Supervisors wherein proposals will be considered and an award potentially made.**

Please specify any other terms or conditions that would affect the proposed structure of the financing agreement. The preliminary timetable for action is shown below.

Preliminary Timetable:

Date	Action
February 8, 2021	RFP is distributed to local, regional and national banking institutions.
March 5, 2021	RFP responses due back to Davenport at 11:00 a.m. Eastern Time.
March 18, 2021	County Board meeting – Davenport to present summary of responses and recommendation and Council to award Master Lease to preferred lender.
Balance of March	Negotiate, on behalf of the County, the terms and conditions of the responses with prospective financial institutions.
April 16, 2021	Latest-possible Closing Date (please hold rates through this date) for first draw.

Inquiries:

All inquiries concerning clarification of this RFP must be made to Davenport, in writing (e-mail is acceptable). As it is expected that each firm may have different needs for information, it is incumbent on each firm to make whatever inquiries it deems necessary in order to respond to the RFP. Any contact initiated by any banking institution with the County's elected or appointed officials or Bond Counsel concerning this RFP is prohibited. Any such unauthorized contact may cause the disqualification of the respondent from consideration.

Submission of Proposals:

By submitting a proposal for the Master Lease, we are anticipating that the financing has received final or near final credit approval by your banking institution and that your banking institution is ready and able to provide the financing for the Master Lease should it receive an award. If this financing requires additional credit approvals after submission of your response, please clearly indicate in your response the process by which these additional approvals will be obtained, the timing of receiving these approvals, and any additional information that will need to be provided by the County.

We look forward to your response by Friday, March 5, 2021 at 11:00 a.m. Responses can be e-mailed to our office as follows:

Roland Kooch
Davenport & Company LLC
Senior Vice President
Phone: (804) 697-2906
rkooch@investdavenport.com

Ben Wilson
Davenport & Company LLC
Associate Vice President
Phone: (804) 697-2920
bwilson@investdavenport.com

Please feel free to contact my colleagues or me with any questions. Thank you in advance for your response.

Sincerely,



Roland M. Kooch, Jr.
Senior Vice President

CC: Richard Douglas, *Sussex County*
Kelly Moore, *Sussex County*
Dan Siegel, *Sands Anderson PC*
Jesse Bausch, *Sands Anderson PC*
David Rose, *Davenport & Company LLC*
Ben Wilson, *Davenport & Company LLC*

Municipal Advisor Disclaimer

The enclosed information relates to an existing or potential municipal advisor engagement.

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

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author's and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

This material has been prepared for information purposes only and is not a solicitation of any offer to buy or sell any security/instrument or to participate in any trading strategy. Any such offer would be made only after a prospective participant had completed its own independent investigation of the securities, instruments or transactions and received all information it required to make its own investment decision, including, where applicable, a review of any offering circular or memorandum describing such security or instrument. That information would contain material information not contained herein and to which prospective participants are referred. This material is based on public information as of the specified date, and may be stale thereafter. We have no obligation to tell you when information herein may change. We make no representation or warranty with respect to the completeness of this material. Davenport has no obligation to continue to publish information on the securities/instruments mentioned herein. Recipients are required to comply with any legal or contractual restrictions on their purchase, holding, sale, exercise of rights or performance of obligations under any securities/instruments transaction.

The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

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**RESOLUTION OF BOARD OF SUPERVISORS OF THE
COUNTY OF SUSSEX, VIRGINIA APPROVING LEASE PURCHASE FINANCING**

WHEREAS, the Board of Supervisors (**the “Board”**) of the County of Sussex, Virginia (**the “County”**) has determined (i) that a true and very real need exists for the acquisition, installation and equipping of various vehicles and related equipment by the County (**the “Equipment”**) described in the Master Lease Agreement (as hereinafter defined) and any schedules thereunder; (ii) that the Equipment is essential to the governmental functions of the County; and (iii) that it reasonably expects the Equipment to continue to be essential to the governmental functions of the County for a period not less than the term of the Master Lease Agreement; and

WHEREAS, the Board has taken the necessary steps under the Virginia Procurement Act, as amended, to acquire the Equipment; and

WHEREAS, the Board proposes to enter into a Master Equipment Lease/Purchase Agreement and one or more schedules thereunder, in the aggregate principal amount of not to exceed \$12,200,000 (**the “Master Lease Agreement”**) with Banc of America Public Capital Corp (**the “Lessor”**) to finance the purchase of the Equipment from time to time, with each such schedule having a term not to exceed ten (10) years, such Master Lease Agreement being in accordance with the Proposal (as defined below); and

WHEREAS, the Board proposes to enter into an Equipment Schedule pursuant to the Master Lease Agreement with the Lessor in the principal amount not to exceed \$2,150,000 (**the “Schedule No. 1”**) to finance the purchase of certain Equipment over a term not to exceed ten (10) years, in accordance with the Proposal; and

WHEREAS, (i) all amounts payable by the County under the Master Lease Agreement, Schedule No. 1 and similar future schedules (**the “Lease Obligations”**) are subject to annual appropriation by the Board; (ii) the Board is not under any obligation to make any appropriation with respect to the Lease Obligations; (iii) the Lease Obligations are not a general obligation of the County or a charge against the general credit or taxing power of the County; and (iv) amounts payable by the County under the Lease Obligations do not constitute a debt of the County within the meaning of any constitutional, charter or statutory limitation; and

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The Board hereby accepts the proposal of the Lessor submitted on March 4, 2021, (**the “Proposal”**) for the financing of the Equipment on the terms set forth therein, including without limitation, for Schedule No. 1, a maximum principal amount not to exceed \$2,150,000, a maximum annual interest rate of 1.60% and a maximum term of approximately ten years, and an interest rate formula for future schedules under the Master Lease Agreement as set forth in the Proposal.

2. It is hereby found and determined that the terms of the Lease Obligations as provided in the Proposal are in the best interests of the County for the design, acquisition, improvement, installation and equipping of the Equipment.

3. The Master Lease Agreement and Schedule No. 1 and related financing documents are hereby approved. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act (the "Authorized Officials"), are hereby authorized to execute, acknowledge and deliver the Master Lease Agreement and Schedule No. 1 and related financing documents, including but not limited to an escrow agreement with an authorized escrow agent, if required, as selected by the Chairman, Vice Chairman or County Administrator, and/or a restricted account agreement if utilized by the County, with any changes, insertions and omissions therein as may be approved by the individuals executing the Master Lease Agreement and Schedule No. 1 and such documents, including but not limited to the annual interest rate, payment dates, lease term, description of Equipment and prepayment provisions, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act, are each hereby designated as authorized representatives of the County under the Master Lease Agreement and Schedule No. 1 and any escrow agreement or other related agreement until such time as the Board designates other authorized representatives. Without further authorization from the Board, (a) the aggregate principal component of Rental Payments under all schedules entered into pursuant to the Master Lease Agreement shall not exceed \$12,200,000; (b) the maximum term under any schedule entered into pursuant to the Master Lease Agreement shall not exceed ten (10) years; and (c) the maximum interest rate used to determine the interest component of rental payments under each schedule shall not exceed the lesser of the maximum rate permitted by law or five percent (5.00%) per annum. Future schedules under the Master Lease Agreement beyond Schedule No. 1 require future approval by the Board.

4. The same officers of the Board, and the County Administrator and the County Attorney are authorized and directed to execute and deliver any and all other agreements, financing statements, papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out the purposes and intents of this resolution and the Master Lease Agreement and Schedule No. 1.

5. The County covenants that it shall not take or omit to take any action the taking or omission of which will cause the Lease Obligations to be "arbitrage bonds" within the meaning of Section 148 of the Code, or otherwise cause interest on the Lease Obligations derived from the interest component of rental payments made by the County under the Master Lease Agreement to be includable in the gross income for Federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require it at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Lease Obligations.

6. The County further covenants that it shall not permit the proceeds of the Lease Obligations to be used in any manner that would result in (a) 10% or more of such proceeds being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, provided that no more than 5% of such proceeds may be used in a

trade or business unrelated to the County's use of the Equipment, (b) 5% or more of such proceeds being used with respect to any "output facility" (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Lease Obligations from being includable in the gross income for Federal income tax purposes of the registered owner thereof under existing law, the County need not comply with such covenants.

7. The Board hereby determines that it is in the best interests of the County to authorize the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Lease Obligations, if directed by the Chairman.

8. The recitals to this resolution are hereby incorporated by reference and are declared to be findings of the County in connection with its decision to acquire and finance the Equipment.

9. All acts of the officers, agents and representatives of the County that are in conformity with the purposes and intent of this resolution and in furtherance of the leasing of the Equipment by the County to finance the Equipment and the design, acquisition, improvement, installation and equipping of the Equipment are hereby approved, ratified and confirmed.

10. This resolution shall be effective immediately upon its adoption.

Date of Adoption: March 18, 2021.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Board of Supervisors of the County of Sussex, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on March 18, 2021, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this 18th day of March, 2021.

By: _____
Clerk, Board of Supervisors

Charles T. Maguire
Senior Vice President

Government Finance Group
1111 E. Main Street, 18th FL. VA2-300-18-02
Richmond, VA 23219
T 804.489.5044 F 804.262.8344 M 804.432.9572
Charles.maguire@BofA.com

March 4, 2021

Sussex County, VA
c/o: Roland Kooch, Davenport & Co.
Ben Wilson, Davenport & Co.

Dear Roland and Ben,

Banc of America Public Capital Corporation (“BAPCC”), is pleased to submit to you (“Lessee”) the lease financing proposal (the “Proposed Transaction”) described in the attached Summary of Terms and Conditions (the “Term Sheet”).

This letter and the Term Sheet (collectively, the “Proposal” or “Proposal Letter”) include only a brief description of the principal terms of the Proposed Transaction, and are intended for discussion purposes only. This Proposal Letter is not intended to and does not create any binding legal obligation on the part of either party. BAPCC will not be obligated to provide any financing until the satisfactory completion of its credit, legal and investment approval process. The terms and conditions of this Proposal Letter shall be superseded by and shall no longer be effective upon the execution and delivery of final legal documentation with respect to this Proposed Transaction.

This Proposal must be accepted on or before **March 12, 2021** in order for BAPCC to proceed with its consideration of the Proposed Transaction. To accept this proposal, please sign the enclosed copy of this letter and return it, by no later than March 12th to:

Banc of America Public Capital Corp
1111 E. Main Street, 18th Floor
Richmond, VA 23832
P – 804-788-3345
F – 804-788-3432

We appreciate this opportunity to present Bank of America.

Very truly yours,

BANC OF AMERICA PUBLIC CAPITAL CORP

Charles T. Maguire

Charles T. Maguire
Senior Vice President

The undersigned, by its authorized representative below, accepts the above proposal, agrees to furnish Lessor, its successors and assigns, any information relating to the business or financial condition of Lessee or its affiliates, and authorizes Lessor, Bank of America, National Association, and their affiliates to disclose to, discuss with and distribute such information (and any information they may already have) to any other affiliates or proposed assignees or successors of Lessor.

Sussex County, VA

By: _____

Title: _____

Date: _____

This proposal is submitted in response to your Invitation to Bid Tax-Exempt Lease-Purchase Financing February 8, 2021. The contents of this proposal and any subsequent discussions between us, including any and all information, recommendations, opinions, indicative pricing, quotations and analysis with respect to any municipal financial product or issuance of municipal securities, are provided to you in reliance upon the exemption provided for responses to requests for proposals or qualifications under the municipal advisor rules (the "Rules") of the Securities and Exchange Commission (240 CFR 15Ba1-1 et seq.).

The Staff of the SEC's Office of Municipal Securities has issued guidance which provides that, in order for a request for proposals to be consistent with this exemption, it must (a) identify a particular objective, (b) be open for not more than a reasonable period of time (up to six months being generally considered as reasonable), and (c) involve a competitive process (such as by being provided to at least three reasonably competitive market participants) or by being publicly posted to your official website. In submitting this proposal, we have relied upon your compliance with this guidance.

In submitting this proposal, we are not undertaking to act as a "municipal advisor" to you or any other person within the meaning of the Rules. In connection with this proposal and the transactions described herein, we are not subject to, and we hereby disclaim, any fiduciary duty to you or to any other person. We understand that you will consult with and rely on the advice of your own municipal, financial, tax, legal and other advisors as and to the extent you deem necessary in connection with your evaluation of this proposal and the transactions described herein.

SUMMARY OF TERMS AND CONDITIONS

- Date:** March 4, 2021
- Lessee:** Sussex County, VA.
- Lessor:** Banc of America Public Capital (“BAPCC”) or its assignee or designee ("Lessor")
- Equipment:** Various fire apparatus and vehicles and equipment.
- Security:** BAPCC will have a security interest in the Equipment.
- Structure:** The Lease-Agreement is intended as either a **BANK QUALIFIED** or **NON-BANK QUALIFIED** secured transaction; all tax benefits will remain with Lessee; all expenses, including (but not limited to) insurance, maintenance, and taxes, will be for the account of Lessee.
- Availability:** The proposed line of credit will be in place for one (1) year with optional annual extensions, if requested by Lessee, subject to annual credit and index pricing review. The extension will be mutually agreeable to Lessee and Lessor.
- Term:** 7 and 10 Years.
- Funding:** \$2.1mm for 2021.

The Maximum Funding amount, \$12.2mm, will be allocated in annual increments per the RFP. Based on the needs of the County, the annual financings can be increased upon mutual agreement of the parties.

<u>Rate:</u>	<u>BQ</u>	<u>NBQ</u>
7 years:	1.238%	1.224%
10 years:	1.587%	1.566%

The current rates are locked until April 16, 2021, and will be honored so long as the transaction is funded before such date. After April 16, 2021, after which rates will be based on index and conditions below.

In order to lock the rate, the City must notify (email is fine) BAPCC of acceptance of the rates within 5 business days from the issuance of this proposal.

Index: Any funding after April 16, 2021 will be based on the formula below, which will be good for one year from date of proposal, after which time it will be subject to review and mutual agreement of both parties:

NBQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.737%	1.224%
10 years	5 years	0.826%	0.653%	0.913%	1.566%

BQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.751%	1.238%
10 years	5 years	0.826%	0.653%	0.934%	1.587%

*Swap Index Rate as of March 3, 2021

The actual Tax-Exempt Interest Rate for future Schedules will be calculated in accordance with the formula in the above pricing grid and will be based on the then current Swap Index Rate published on the Bloomberg Terminal on the date pricing is set (no more than 8 days prior to funding), which the Swap Index Rate shall not be less than 0%.

Payments: Payments will be in accordance with the attached amortization schedule. Please note if alternative payment frequencies (i.e. quarterly, semiannual or annual) or changes to the principal amounts due on each payment date are requested, this may be accommodated but any changes to the average life may also impact the rate quoted herein.

Insurance: Lessee may be required to provide, at its expense, casualty insurance (with such deductibles as Lessor may approve) Lessor has the ability, if necessary, to obtain and provide any insurance certificate required.

Prepayment: Pre-payable in whole on any payment date at par after the first half of the term has expired.

Governmental

Entity Lease: The Base Rent installments are calculated on the assumptions, and Lessee will represent, that Lessee is a state or political subdivision of a state within the meaning of Section 103(c) of the Internal Revenue Code (the "Code"), that this transaction will constitute an obligation of Lessee within the meaning of Section 103(a) of the Code, notwithstanding Section 103(b) of the Code. Lessee shall provide Lessor with such evidence as Lessor may request to substantiate and maintain such tax status.

Lessee will indemnify Lessor only as to the actions or omissions of the lessee, on an after-tax basis, against any loss of Federal income tax exemption of the interest portion of the rentals and against any penalties and interest imposed by the Internal Revenue Service on Lessor in connection therewith on a lump-sum basis.

Non-Appropriation

Termination: Lessee affirms that funds are available for the current fiscal year and reasonably believes that sufficient funds can be obtained to make all rental payments during each subsequent fiscal year. Lessee will regularly budget for and otherwise use its best efforts to obtain funds for the continuation of the rentals in this transaction.

Expenses: Each party will be responsible for their own closing costs.

Escrow

Account: *Lessee may deposit*, subject to compliance with applicable regulations under the Internal Revenue Code, including, but not limited to arbitrage regulations, the proceeds of the Lease in an escrow acceptable to Lessor, and disbursements made therefrom to pay for the Project upon the execution and delivery of an acceptance certificate (and related documents) by Lessee and approved by Lessor.

Documents: Lease documents in form and substance satisfactory to Lessor and its local counsel must be executed and delivered. If Lessor requests, Lessee will also furnish duly executed landlord and mortgage waivers and supporting information. Lessee will also provide board resolutions, incumbency certificates and other documentation required by Lessor.

Conditions

Precedent: If the vendor is receiving advance payments from the lease proceeds prior to delivery, then BAPCC will receive a payment and performance bond; also, BAPCC will take assignment of the vendor contract which is to be reviewed by our legal department.

LIBOR-Based

Swap Succession: In the event the LIBOR-based swap index ceases (a) to be determined and made available through the Bloomberg Daily Summary, (b) to be a representative index for approximating movements in Lessor's costs of funding fixed-rate transactions, or (c) to be the generally accepted swap index in the marketplace, Lessor may in its discretion use a replacement swap index applicable to U.S. Dollar collateralized funding that is generally accepted in the interbank credit marketplace as a comparable substitute for the LIBOR-based swap.

SEC

Disclosure: Lessee acknowledges and agrees that, if, in connection with its efforts to comply with the requirements of SEC Rule 15c2-12(b)(5) of the Securities and Exchange Act of 1934, Lessee decides to file any documentation related to the proposed transaction to EMMA (the "*Disclosed Documents*"), such Disclosed Documents shall be filed with redactions that will be mutually agreed upon by the parties to ensure that there is no confidential information of Lessor included in the posted documents (i.e. account information, names of signatories).

Private

Placement: The proposed transaction is a private placement that will not require (i) any additional public ongoing disclosure requirements, (ii) any additional public offering document generation requirements, or (iii) any underwriting or related fees.

Market

Disruption: Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets after the date of this Proposal Letter, including but not limited to any governmental action or other event which materially adversely affects the extension of credit by banks, leasing companies or other lending institutions, the Lessor may modify the indicative pricing described above.

USA Patriot Act

Compliance: The Lessee acknowledges that pursuant to the requirements of the USA Patriot Act, as amended from time to time (including as amended by the USA Freedom Act of 2015) (the "Patriot Act"), the Lessor is required to obtain, verify and record information that identifies the Lessee, which information includes the name and address of the Lessee and other information that will allow the Lessor to identify the Lessee in accordance with the Patriot Act.

Credit Due

Diligence: In order to complete its credit due diligence, Banc of America Public Capital Corp Credit Administration will need you to provide:

- Three years of most recent audited financial statements;
- Most recent fiscal year's Budget
- Insurance Certificate
- W-9

7-YR BQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,668.49	\$ 1,160.63	\$ 17,507.86	\$232,492.14
3/1/2022		\$ 18,668.49	\$ 1,439.13	\$ 17,229.36	\$215,262.78
9/1/2022		\$ 18,668.49	\$ 1,332.48	\$ 17,336.01	\$197,926.77
3/1/2023		\$ 18,668.49	\$ 1,225.17	\$ 17,443.32	\$180,483.45
9/1/2023		\$ 18,668.49	\$ 1,117.20	\$ 17,551.29	\$162,932.16
3/1/2024		\$ 18,668.49	\$ 1,008.55	\$ 17,659.94	\$145,272.22
9/1/2024		\$ 18,668.49	\$ 899.24	\$ 17,769.25	\$127,502.97
3/1/2025		\$ 18,668.49	\$ 789.25	\$ 17,879.24	\$109,623.72
9/1/2025		\$ 18,668.49	\$ 678.57	\$ 17,989.92	\$ 91,633.80
3/1/2026		\$ 18,668.49	\$ 567.21	\$ 18,101.28	\$ 73,532.53
9/1/2026		\$ 18,668.49	\$ 455.17	\$ 18,213.32	\$ 55,319.21
3/1/2027		\$ 18,668.49	\$ 342.43	\$ 18,326.06	\$ 36,993.14
9/1/2027		\$ 18,668.49	\$ 228.99	\$ 18,439.50	\$ 18,553.64
3/1/2028		\$ 18,668.49	\$ 114.85	\$ 18,553.64	\$ -
	-----	-----	-----	-----	
	\$250,000.00	\$261,358.86	\$11,358.86	\$250,000.00	

7-YR NBQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,659.20	\$ 1,147.50	\$ 17,511.70	\$232,488.30
3/1/2022		\$ 18,659.20	\$ 1,422.83	\$ 17,236.37	\$215,251.92
9/1/2022		\$ 18,659.20	\$ 1,317.34	\$ 17,341.86	\$197,910.06
3/1/2023		\$ 18,659.20	\$ 1,211.21	\$ 17,447.99	\$180,462.07
9/1/2023		\$ 18,659.20	\$ 1,104.43	\$ 17,554.77	\$162,907.30
3/1/2024		\$ 18,659.20	\$ 996.99	\$ 17,662.21	\$145,245.09
9/1/2024		\$ 18,659.20	\$ 888.90	\$ 17,770.30	\$127,474.78
3/1/2025		\$ 18,659.20	\$ 780.14	\$ 17,879.06	\$109,595.73
9/1/2025		\$ 18,659.20	\$ 670.72	\$ 17,988.48	\$ 91,607.25
3/1/2026		\$ 18,659.20	\$ 560.64	\$ 18,098.56	\$ 73,508.69
9/1/2026		\$ 18,659.20	\$ 449.87	\$ 18,209.33	\$ 55,299.36
3/1/2027		\$ 18,659.20	\$ 338.43	\$ 18,320.77	\$ 36,978.59
9/1/2027		\$ 18,659.20	\$ 226.31	\$ 18,432.89	\$ 18,545.70
3/1/2028		\$ 18,659.20	\$ 113.50	\$ 18,545.70	\$ (0.00)
	-----	-----	-----	-----	
	\$250,000.00	\$261,228.80	\$11,228.80	\$250,000.00	

10-YR BO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,368.42	\$ 10,698.46	\$ 86,669.96	\$ 1,711,013.04
3/1/2022		\$ 97,368.42	\$ 13,576.89	\$ 83,791.53	\$ 1,627,221.52
9/1/2022		\$ 97,368.42	\$ 12,912.01	\$ 84,456.41	\$ 1,542,765.10
3/1/2023		\$ 97,368.42	\$ 12,241.84	\$ 85,126.58	\$ 1,457,638.53
9/1/2023		\$ 97,368.42	\$ 11,566.37	\$ 85,802.05	\$ 1,371,836.47
3/1/2024		\$ 97,368.42	\$ 10,885.53	\$ 86,482.89	\$ 1,285,353.58
9/1/2024		\$ 97,368.42	\$ 10,199.28	\$ 87,169.14	\$ 1,198,184.44
3/1/2025		\$ 97,368.42	\$ 9,507.60	\$ 87,860.82	\$ 1,110,323.62
9/1/2025		\$ 97,368.42	\$ 8,810.42	\$ 88,558.00	\$ 1,021,765.62
3/1/2026		\$ 97,368.42	\$ 8,107.71	\$ 89,260.71	\$ 932,504.91
9/1/2026		\$ 97,368.42	\$ 7,399.43	\$ 89,968.99	\$ 842,535.92
3/1/2027		\$ 97,368.42	\$ 6,685.52	\$ 90,682.90	\$ 751,853.02
9/1/2027		\$ 97,368.42	\$ 5,965.96	\$ 91,402.46	\$ 660,450.56
3/1/2028		\$ 97,368.42	\$ 5,240.68	\$ 92,127.74	\$ 568,322.82
9/1/2028		\$ 97,368.42	\$ 4,509.64	\$ 92,858.78	\$ 475,464.04
3/1/2029		\$ 97,368.42	\$ 3,772.81	\$ 93,595.61	\$ 381,868.43
9/1/2029		\$ 97,368.42	\$ 3,030.13	\$ 94,338.29	\$ 287,530.13
3/1/2030		\$ 97,368.42	\$ 2,281.55	\$ 95,086.87	\$ 192,443.27
9/1/2030		\$ 97,368.42	\$ 1,527.04	\$ 95,841.38	\$ 96,601.88
3/1/2031		\$ 97,368.42	\$ 766.54	\$ 96,601.88	\$ (0.00)
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,947,368.40	\$ 149,685.40	\$ 1,797,683.00	

10-YR NBO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,267.13	\$ 10,556.89	\$ 86,710.24	\$ 1,710,972.76
3/1/2022		\$ 97,267.13	\$ 13,396.92	\$ 83,870.21	\$ 1,627,102.55
9/1/2022		\$ 97,267.13	\$ 12,740.21	\$ 84,526.92	\$ 1,542,575.64
3/1/2023		\$ 97,267.13	\$ 12,078.37	\$ 85,188.76	\$ 1,457,386.87
9/1/2023		\$ 97,267.13	\$ 11,411.34	\$ 85,855.79	\$ 1,371,531.08
3/1/2024		\$ 97,267.13	\$ 10,739.09	\$ 86,528.04	\$ 1,285,003.04
9/1/2024		\$ 97,267.13	\$ 10,061.57	\$ 87,205.56	\$ 1,197,797.49
3/1/2025		\$ 97,267.13	\$ 9,378.75	\$ 87,888.38	\$ 1,109,909.11
9/1/2025		\$ 97,267.13	\$ 8,690.59	\$ 88,576.54	\$ 1,021,332.57
3/1/2026		\$ 97,267.13	\$ 7,997.03	\$ 89,270.10	\$ 932,062.48
9/1/2026		\$ 97,267.13	\$ 7,298.05	\$ 89,969.08	\$ 842,093.39
3/1/2027		\$ 97,267.13	\$ 6,593.59	\$ 90,673.54	\$ 751,419.86
9/1/2027		\$ 97,267.13	\$ 5,883.62	\$ 91,383.51	\$ 660,036.34
3/1/2028		\$ 97,267.13	\$ 5,168.08	\$ 92,099.05	\$ 567,937.30
9/1/2028		\$ 97,267.13	\$ 4,446.95	\$ 92,820.18	\$ 475,117.12
3/1/2029		\$ 97,267.13	\$ 3,720.17	\$ 93,546.96	\$ 381,570.16
9/1/2029		\$ 97,267.13	\$ 2,987.69	\$ 94,279.44	\$ 287,290.72
3/1/2030		\$ 97,267.13	\$ 2,249.49	\$ 95,017.64	\$ 192,273.08
9/1/2030		\$ 97,267.13	\$ 1,505.50	\$ 95,761.63	\$ 96,511.45
3/1/2031		\$ 97,267.13	\$ 755.68	\$ 96,511.45	\$ -
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,945,342.60	\$ 147,659.60	\$ 1,797,683.00	

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of a Medical Vehicle

AMOUNT: \$250,000.00

TERM OR MATURITY DATE: 7 years

INTEREST RATE: a. 1.82%
b. 1.89%

TAX STATUS: a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified

PAYMENTS: Interest: Semi-Annual
Principal: Semi-Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Medical Vehicle purchased with the proceeds

PREPAYMENT TERMS: Prepayable in whole at any time without penalty

RATE EXPIRATION: April 19, 2021

DOCUMENTATION/ LEGAL REVIEW FEE: To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of Fire Trucks**AMOUNT:** \$1,797,683.00**TERM OR
MATURITY DATE:** 10 years**INTEREST RATE:** a. 1.82%
b. 1.92%**TAX STATUS:** a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified**PAYMENTS:** Interest: Semi-Annual
Principal: Semi-Annual**INTEREST RATE
CALCULATION:** 30/360**SECURITY:** Fire Trucks purchased with the proceeds**PREPAYMENT
TERMS:** Prepayable in whole at any time with a 1% prepayment penalty. Or, non-callable for the first half of the term, then on or after that date, callable in whole at any time at par.**RATE
EXPIRATION:** April 19, 2021**DOCUMENTATION/
LEGAL REVIEW
FEE:** To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Credit Card Fee Ordinance

Board Meeting Date: March 18 2021

=====

Summary: Attached for your consideration is an ordinance to repeal the collection of credit card fees by amending Section 28-25 of the County Code. The Board adopted an emergency ordinance at its January 2021 meeting to suspend the collection of credit card fees for 60 days, and this ordinance makes this change permanent. This ordinance has been properly advertised to meet state requirements.

Recommendation: Adopt of ordinance to repeal the collection of credit card fees.

Attachments: (1) Ordinance

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Sussex County Board of Supervisors

Ordinance to Repeal the Collection of Credit Card Fees

Ordinance No. 2021-01

Whereas, on January 21, 2021, the Board of Supervisors adopted Emergency Ordinance No. 2021-01 to suspend for 60 days the collection of credit card service fees that are authorized under Section 28-25 of the County Code of Ordinances and Section 2.2-614.1 of the Code of Virginia; and

Whereas, the Board desires to make this change permanent; and

Whereas, this Ordinance has been duly advertised as required by Section 15.2-1427 of the Code of Virginia.

Now Therefore Be It Ordained by the Sussex County Board of Supervisors that the credit card service fee is hereby repealed, and that Section 28-25 of the County Code of Ordinances is hereby amended accordingly.

This Ordinance shall become effective immediately upon adoption.

Approved this 18st day of March 2021 at a regular meeting of the Sussex County Board of Supervisors.

Chair

Attest:

Clerk to the Board

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<p>BOARD the 2021 h 4, 2021 e Office</p>	Public Notice	 <p>EQUAL HOUSING OPPORTUNITY</p>
<p>ent e</p>	<p>PUBLIC NOTICE COUNTY OF SUSSEX</p> <p>Public Notice is hereby given that the Sussex County Board of Supervisors will hold a public meeting on Thursday March 18, 2021 at 6 pm by remote (virtual) access as provided in this Notice. The purpose is to present Ordinance No. 2021-01 to Repeal the Collection of Credit Card Fees to amend Section 28-25 of the County Code of Ordinances.</p> <p>Emergency Ordinance No. 2021-01 was properly advertised as required by Section 15.2-1427 of the Code of Virginia and adopted by the Board at its January 21, 2021 regular Board of Supervisors meeting.</p> <p>Individuals interested in providing public comments or participating electronically may do so by submitting requests and/or comments to Mrs. Shilton Butts at sricks@sussexcountyva.gov, mailto:sricks@sussexcountyva.gov, or by calling (434)246-1000 by March 16, 2021 at 4:30 p.m.</p> <p>A copy of the Ordinance is posted on the website and in County Administration located at 20135 Princeton Road, Sussex, Virginia 23884.</p> <p>Authorized by Richard Douglas, County Administrator.</p>	<p>All real estate advertised herein is subject to the Federal Fair Housing Act which makes it illegal to advertise any preference, limitation, or discrimination based on race, color, religion, sex, handicap, familial status or national origin, or make any such preference, limitation or discrimination.</p> <p>State laws forbid discrimination in the sale, rental or advertising of real estate based on factors in addition to those protected under federal law.</p>

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Vinyl Replacement Windows Starting at \$295* Installed w/Free Trim Wrap. Call 804-739-8207. Siding, Roofing, Gutters and More!

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GENEBAG Slender Up to \$16,000.00!

IBV/REF. Hiron-lesied, \$868x\$96. Quirt coat, WILLIS \$195.00. No court-appeal. Est. marked completion time. (Twenty-one days Hillion Olive Attorney, (Fag9-767-490-6926) Se Habla Espanol, BBB Member. Httds://illiono-ivertationwva.com.

PUBLIC NOTICE COUNTY OF SUSSEX

Public Notice is hereby given that the Sussex County Board of Supervisors will hold a public meeting on Thursday, March 18, 2021 at 6 pm by remote (virtual) access as provided in this Notice. The purpose is to present Ordinance No. 2021-01 to Repeal the Collection of Credit Card Fees to amend Section 28-25 of the County Code of Ordinances.

Emergency Ordinance No. 2021-01 was properly advertised as required by Section 15-2-1427 of the Code of Virginia and adopted by the Board at its January 27, 2021 regular Board of Supervisors meeting.

Individuals interested in providing public comments or participating electronically may do so by submitting requests and/or comments to Mrs. Shelton Batts at srbatts@sussexcountyva.gov, rbatts@sussexcountyva.gov, or by calling (824) 246-0000 by March 16, 2021 at 4:30 p.m.

A copy of the Ordinance is posted on the website and in County Administration located at 20135 Brimington Road, Sussex, Virginia 22684. Authorized by Richard Douglas, County Administrator.

\$18

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that 28% of the successful bid price for properties sold for more than \$1,000.00 by cash or certified check payable to David, Kamp & Frank, LLC, with the balance due in ten (10) days, also by cash or certified check to the Special Commissioner at the office of David, Kamp & Frank, LLC, 739 Thimble Shoals Blvd., Ste. 106, Newport News, VA 23606. High bids of \$3,000.00 or less, will require full payment on the date the auction closes online. All real estate shall be sold "AS IS" in gross and not by the acre, and subject to without limitation, restrictions, conditions, easements, liens or encumbrances of record. possible rights of parties in possession, encroachments, overlaps, gaps and gaps, joint demands in quantity, all questions of boundaries, location and acreage which are not and accurate survey would disclose, roadways, environmental and wetland matters, unrecorded easements, matters which would be disclosed by an inspection of the premises, or any other matter of record or not of record. Real estate sold through the judicial sale process will be sold free of all claims of any creditor, person or entity, pursuant to Virginia Code §58.1-3967, et seq. Before the Special Commissioner delivers a special warranty deed to the successful bidder they shall report the result of the sale to the Surrogate, Circuit Court for confirmation. All sales shall be subject to confirmation by the Court. A complete set of terms and conditions for this auction will be posted at www.vahg.auction.com and will govern the terms of this auction.

James D. Reid Esq, Special Commissioner

David, Kamp & Frank, L.L.C.
739 Thimble Shoals Blvd., Suite 106
Newport News, VA 23606
jreid@davidkammfrank.com
Telephone: (757) 595-4568

BOARD ACTION FORM

Agenda Item: Action Item #6.03

Subject: Stony Creek Wastewater Treatment Plant Grant Resolution

Board Meeting Date: March 18 2021

=====

Summary: Attached for your consideration is a resolution providing a required local match for grant funding through the Tobacco Region Revitalization Commission for engineering evaluation and design for Stony Creek Wastewater Treatment Plant (WWTP) improvements.

John Grey with the Wooten Company, who partnered with the Berkley Group to complete an initial assessment of wastewater treatment needs in the Stony Creek area, will be available to discuss any aspects of the proposed project, which will include a preliminary engineering report, environmental assessment, bid documents, design plans and specifications, and applicable permits required for the construction phase for a new WWTP (this grant does not include any funding for construction).

The attached resolution provides the required matching funds for the \$475,000 proposed project: \$162,500 from County funds and \$75,000 from Sussex Service Authority funds (the SSA owns and operates the current WWTP).

Recommendation: Approval of the resolution supporting the grant application to the Tobacco Region Revitalization Commission and providing a \$162,500 match.

Attachment: (1) Resolution

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

RESOLUTION OF SUPPORT FOR SUSSEX COUNTY GRANT APPLICATION
TO THE VIRGINIA TOBACCO REGION REVITALIZATION COMMISSION
FOR STONY CREEK WASTEWATER TREATMENT PLANT IMPROVEMENTS

WHEREAS, the wastewater treatment plant that serves Stony Creek, owned and operated by the Sussex Service Authority, is operating at permitted flow capacity using outdated technologies; and

WHEREAS, the Stony Creek community to include the town and surrounding areas along the I-95 corridor, is an extremely important area for current and potential commercial and industrial development in Sussex County, and is vital for future economic development in the county; and

WHEREAS, a replacement of the Stony Creek WWTP is necessary to accommodate future commercial and industrial development in this area, and without improvements this area cannot accommodate any additional development activity; and

WHEREAS, the Virginia Tobacco Region Revitalization Commission is accepting grant applications from local governments for Southside Economic Development Projects, and Sussex County staff held a pre-application meeting with VTRRC staff to discuss the viability of a project to provide for engineering evaluation and design of Stony Creek WWTP improvements, which will include a preliminary engineering report, environmental assessment, bid documents, design plans and specifications, and applicable permits, and provide for a bid-ready construction project.

NOW THEREFORE BE IT RESOLVED that the Sussex County Board of Supervisors does hereby authorize and approve the submission of a Southside Economic Development application for the engineering evaluation and design for Stony Creek WWTP Improvements; and

BE IT FURTHER RESOLVED that the Sussex County Administrator is hereby authorized and directed, upon review, to sign and submit the grant application for the Stony Creek WWTP project; and

BE IT FINALLY RESOLVED that the Sussex County Board of Supervisors commits up to \$162,500 in county funds, to be supplemented by \$75,000 from the Sussex Service Authority, as the required local match for this grant application.

Sussex County Board of Supervisors Virtual Meeting
Thursday, March 18, 2021 – 6 pm

LIVE STREAM DUE TO THE COVID-19 PANDEMIC

<https://us02web.zoom.us/j/84201114919>

(Meeting ID: 842 0111 4919)



1. Commencement

- 1.01 Call to Order/Determine Quorum
- 1.02 The Invocation
- 1.03 The Pledge of Allegiance
- 1.04 Agenda Amendment(s)
- 1.05 Approval of Regular Agenda

2. Approval of Consent Agenda

- 2.01 Approval of Minutes: February 25, 2021 regular (rescheduled) and Postponed Special Meeting (BWS) Meetings
- 2.02 Warrants and Vouchers
- 2.03 Treasurer's Report – *for information only*
- 2.04 Financial Update – *for information only*
- 2.05 Animal Services – *for information only*
- 2.06 Housing Department Report – *for information only*
- 2.07 Public Works Department Report – *for information only*
- 2.08 Sheriff's Department Report – *for information only*
- 2.09 Release of Liability and Utility Easement for Landfill Expansion
- 2.10 Planning Department Report – *none provided*
- 2.11 Public Safety Department Report – *none provided*

3. Recognitions/Awards/Presentation

- 3.01 INTRODUCTION: Blackwater Regional Library Director – Ben Neal
- 3.02 VDOT Update and Secondary Six Year Plan Resolution – Jerry Kee, VDOT
- 3.03 Solid Waste Management Recommendation – Scott Bost, Smith Gardner, Inc.
- 3.04 Comprehensive Financial Review – Roland Kooch, Davenport & Company

4. Public Hearing – none

5. Appointments

- 5.01 Nominations to Board of Zoning Appeals
- 5.02 Appointments to Virginia's Gateway Region Board of Directors

(next page)→

6. Action Items

- 6.01 Master Lease Agreement –Roland Kooch, Davenport Company
- 6.02 Credit Card Fee Ordinance
- 6.03 Stony Creek Wastewater Treatment Plant Grant Resolution

7. Citizens' Comments

8. Unfinished Business – none

9. New Business – none

10. Board Members Comments

- 10.01 Blackwater District
- 10.02 Courthouse District
- 10.03 Henry District
- 10.04 Stony Creek District
- 10.05 Wakefield District
- 10.06 Waverly District

11. Closed Session

- 11.01 Convene to Closed Session
 - a. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to applicable Va. Code Section 2.2-3711(A)7
- 11.02 Reconvene to Open Session
- 11.03 Certification
- 11.04 Action Resulting from Closed Session (if any)

12. Recess/Adjournment

- 12.01 Recess/Adjournment
- 12.02 Next Regular Meeting, April 15, 2021 @ 6 p.m.

**At a Regular Virtual Meeting of the
Sussex County Board of Supervisors
Thursday, February 18, 2021 at 6 pm**

BOARD MEMBERS PRESENT

Marian D. Johnson
Debbie P. Jones
Wayne O. Jones
Susan M. Seward
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

BOARD MEMBERS ABSENT

C. Eric Fly, Sr.

STAFF PRESENT:

Richard Douglas, County Administrator
Jeff Gore, County Attorney
Ellen G. Boone, Commissioner of the Revenue
Deste J. Cox, Treasurer
G. Reid Foster, Public Safety
Ernest Giles, Sheriff
Kelly W. Moore, Director of Finance
Shilton R. Butts, Assistant to the County Administrator/
Deputy Clerk to the Board of Supervisors

1. Commencement

1.01 Call to Order/Determine Quorum

The February 18, 2021 regular meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.01a Approval of Board Members Participating by Board's Remote Participation Policy

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried:
RESOLVED that the Sussex County Board of Supervisors hereby approves of remote/virtual participation of the Board of Supervisors.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

1.02 The Invocation

The Invocation was offered by Supervisor W. Jones.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

There were no agenda amendments.

1.05 Approval of Agenda

ON MOTION OF SUPERVISOR D. JONES seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the January 21, 2021 regular agenda inclusive of adding under Item 6. Action Items, as Item 6.04 NG911 Funding Request.

Voting aye: Supervisors Fly, Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the February 18, 2021 Consent agenda inclusive of the following: (a) Minutes of January 21, 2021 Regular and January 28, 2021 Special (Budget Work Session) meetings; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Planning Department Report; (f); (g) Housing Report; (h) Public Works Department Report; (i) Sheriff's Department Report; and (j) Public Safety Department Report.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

3. Recognitions/Awards/Presentation

3.01 RECOGNITION: Deputy Sheriff Stewart Hudson

Deputy Sheriff Stewart A. Hudson, Jr. began employment with the Sussex County Sheriff's office in July 2020 in the patrol division.

On Monday, January 18, 2021, local resident and Town of Waverly Dispatcher Pam Jones, spotted and photographed Sussex County's Deputy Sheriff Stewart Hudson, Jr. picking up litter in Wakefield on Branch Street and Highway 460, an area which he patrols.

At its January 21, 2021 meeting, the Board of Supervisors was informed that WTVR CBS 6 News had aired/posted a story on Deputy Sheriff Stewart Hudson, Jr. recognizing him for this fine deed.

The County wants to take this opportunity to recognize and show appreciation to Deputy Sheriff

Hudson for his dedication and services to the County and the community as well.

A copy of the Certificate of Recognition for Deputy Sheriff Stewart A. Hudson, Jr. was included in the Board packet and will be presented to him at the next Board meeting in person.

3.02 Update on Spay/Neuter Program & Animal Shelter Improvements – Lisa Moseley

Animal Services Officer Moseley gave a brief overview of the shelter improvements and spay/neuter program.

There has been a tremendous outreach with the public in regards to the spay/neuter program. The van has been booking up within a week. There is waiting list of other citizens waiting to sign up. There was a discussion of the over population of cats. They have reached out to Disputanta Animal Hospital and Dr. Cupp to assist Animal Services with discounted rates to help with the cats before the mating season starts.

ASO Moseley stated that Animal Services successfully secured appointments for the next three Neuter Scooters. The Neuter Scooter will come to Sussex in Waverly at the old Fresh Pride parking lot. They are currently visiting the Town of Wakefield.

The Town of Waverly, Butler's Towing, Cowlings, among others have agreed to sponsor a day.

Chairman Seward recommended giving Certificates of Recognition for those assisting in sponsoring to help with the animals.

ASO Moseley stated that brochures and flyers have been received. The Animal Shelter can now accept volunteers for help, such as walking a dog.

There was discussion of the building and the cat room at the Shelter.

There was a request by Chairman Seward to place the End of Year Report for Animal Services in the Board packet for informational purposes.

4. Public Hearing

There was no Public Hearing,

5. Appointment

5.01 Nominations for the Appointment to the Board of Zoning Appeals

Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January

31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

This item will be on the March agenda.

The BZA needs to have at least three (3) members to have a quorum.

A copy of the Board of Zoning Appeals ByLaws and roster were included in the Board packet.

5.02 Appointment to the Industrial Development Authority Board of Directors

In January 2021, Mr. Robert Bowers resigned from the Industrial Development Authority Board of Directors. Mr. Bowers was from the Jarratt area. His term was due to expire on May 15, 2023. An appointment will need to be made to fill this unexpired term beginning immediately, ending May 15, 2023.

Supervisor Tyler recommended Mr. Ronnie Crowder for appointment. He stated that Mr. Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 is a resident of Jarratt, member of First Baptist Church, retired, was a mail carrier and graduated from Sussex County Public Schools.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby appointments Mr. Ronnie Crowder, 8195 Huske Road, Stony Creek, Virginia 23882 to fill the unexpired term beginning immediately, ending January 31, 2023.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

6.01. Proposal for Economic Development Services – Bruce Facility Planning Consultants

Attached for your consideration is a proposal from Bruce Facility Planning Consultants (BFPC) of Norcross, Georgia to complete economic development services for Sussex County. Specifically, this work will involve refining our inventory of industrial sites (both County-owned and privately-owned); conducting analyses of properties to determine suitability for various types of development; recommending further work to improve site preparedness; and providing some preliminary marketing recommendations. Staff is requesting the Board of Supervisors to approve a contract for this work, to be paid from administrative contingency funds (\$9,800). While much effort has been taken to identify, acquire and develop industrial sites in Sussex County, this work will help us better define how we move forward with our economic development efforts.

Mr. Jim Bruce of BFPC was available by Zoom during the meeting to answer any questions. Mr. Bruce stated that he had deep roots in Virginia. He stated that he and County Administrator Douglas had discussed a modular approach to develop an economic development strategy for the County.

Mr. Bruce stated that there were things that needed to be urgently done on the front end. He emphasized that a lot of good work had already been done. One of things that would be done as a high priority, but a second or third step in the overall process, would be to get to the point where the County is in a position to make a very compelling argument when the County becomes interested in a company that's interested in developing a new facility. The ability of the County to make an effective outreach to make a compelling business argument of why Sussex County would be a good location for facilities of this type that needs to be a strong component of the economic development practice. Mr. Bruce stated that he believed that BRPC is in the position to give the County a lot of guidance in this area.

Mr. Bruce gave a brief reference of the counsel and experience. He discussed doing an outreach program and the things their company could help the County.

There was discussion of dedicated staff for economic development.

There was inquiry of a timeframe in doing the analysis of a study of the County's sites and reporting a recommendation such as does the County keep, sell or what does the County need to do to improve, etc. Mr. Bruce stated that it would probably be a four month process; however, he would like to meet with the County Administrator for a final discussion of details of Phase I.

A copy of the BFPC Proposal for Sussex County of Economic Development Services was included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the contract with BFPC to complete defined economic development services for Sussex County at a cost of \$9,800 to be taken from budgeted Contingency Funds.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

6.02 Birch Island Apartments Phase I Substantial Rehabilitation Virginia Housing Letter of Support

A brief overview was given of Birch Island apartments. Mr. Adam Stockmaster, of T.M. Associates, introduced his partner, Mr. Michael Seltz, who is the proposed purchaser of the property and represents the Petersburg Community Development Corporation (PCDC). He stated that Birch Island Apartments were built in 1985. They are located on the left when entering the property. The buildings on the right are separately owned.

It was noted that Mr. Markel owns Phase I on the left.

The Petersburg Community Development Corporation (PCDC) intends to apply to VHDA for LIHTC financing to accomplish the substantial rehabilitation of Birch Island Apartments Phase I in Wakefield, Virginia, and have engaged TM Associates Development (an experienced LIHTC developer), as owners and operators of this property, to assist them. TM Associates Development

is seeking the County's support in the form of a letter to be included with their application. Birch Island Apartments Phase I consists of (6) two-story garden style apartment buildings and an office, laundry, community room and maintenance building. The project unit mix includes (16) one-bedroom, (24) two-bedroom, and (8) three-bedroom units. If awarded financing, the partnership intends to expend over \$65,000 per unit in hard costs, equating to 100% of units receiving full cosmetic rehabs, as well as significant upgrades to the community's energy efficiency. Additionally, two fully-accessible units currently exist at the community. The substantial rehabilitation of Birch Island Phase I will increase the number of accessible units to five as the partnership intends to convert three units to comply with federal accessibility standards.

A Copy of Birch Island CEO Approval of the Birch Island Apartments Phase 1 Substantial Rehabilitation Virginia Housing Letter of Support was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the resolution in support of the Birch Island Apartments Phase 1 Substantial Rehabilitation.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

8. Unfinished Business

There was no Unfinished Business.

9. New Business

There was no New Business.

10. Board Member Comments

10.01 Blackwater District – Thanked Reid Foster and others for 2nd vaccination clinic.

10.02 Courthouse District – Absent

10.03 Henry District – Good to see Board members, County staff and Constitutional officers working together to serve our citizens; thanked Mr. Foster.

10.04 Stony Creek District – none

10.05 Wakefield District – Board members meet at Fire Department, Friday, at 4:30.

10.06 Waverly District – Improve Birch Island; Section 8; be careful of speech.

11. Closed Session

There was no Closed Session.

12. Adjournment

12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the February 18, 2021 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 7:52 p.m.

Voting aye: Supervisors Johnson, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Fly

12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, March 18, 2021 at 6 p.m.

March 18, 2021

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$853,031.40

TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF FEBRUARY 2021	218004-218027	\$ 43,174.12	RUN DATE 2/3/21
	218028-218065	\$ 218,929.78	RUN DATE 2/4/21
	218076-218127	\$ 166,634.03	RUN DATE 2/11/21
	218128-218167	\$ 38,115.25	RUN DATE 2/22/21
	218179-218181	\$ 52,633.00	RUN DATE 2/25/21
	218182-218220	\$ 216,502.47	RUN DATE 2/25/21

Total Regular Warrants \$735,988.65

PAY. DEDUCTION WARRANTS:	218066-218075	\$ 58,780.63	RUN DATE 2/16/21
	218169-218178	\$ 58,262.12	RUN DATE 2/26/21

Total Deduction Warrants: \$117,042.75

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$853,031.40

VOID CHECKS	See attached		
	218168		0.00

ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001767	BB&T	2338 0121 01	12/23/2020		4100-021100-2120-211-210-203	705.00	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 02	12/24/2020		4100-021100-2120-211-210-203	617.28	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 03	12/26/2020		4100-021100-1202-211-210	14.99	218004		Publ. Subsc. Books, Ref.	Ma01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 04	10/07/2021		4100-021100-2120-211-210-203	1,051.95	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 05	1/07/2021		4100-021100-2120-211-210-203	925.59	218004		COVID-19 Expenses	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 06	1/12/2021		4100-021600-1242-261-210	41.05	218004		Agricultural Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 07	1/14/2021		4100-021400-1241-241-210	387.90	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 08	1/15/2021		4100-021400-1241-241-210	9.50	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 09	1/17/2021		4100-021100-1258-311-210	10.76	218004		Office Supplies	01684 # 4046011199882338
00000000	001767	BB&T	2338 0121 10	1/21/2021		4100-031100-1258-311-210	329.85	218004		Computer Software/Applications	01684 # 4046011199882338
			DISC. TOTAL				.00			TOTAL	4,093.87
			CHECK TOTAL				4,093.87			ACH PMT TOTAL	
00000000	001767	BB&T	2346 0121 01	1/14/2021		4100-041100-1203-411-410	25.00	218005		Workshops and Conferences	01684 # 4046011199882346
00000000	001767	BB&T	2346 0121 02	1/14/2021		4100-041100-1203-411-410	25.00	218005		Workshops and Conferences	01684 # 4046011199882346
00000000	001767	BB&T	2353 0121 01	1/13/2021		4100-021500-1299-253-210-601	10.00	218005		VDEM/FY19 LEMPG	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 01	1/13/2021		4100-021500-1299-253-210-608	700.00	218005		FY20 Dominion REPP Grant#801601684	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 02	1/17/2021		4100-021500-1299-253-210-609	59.95	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 03	1/17/2021		4100-021500-1299-253-210-609	250.00	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 04	1/17/2021		4100-021500-1299-253-210-609	594.00	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 05	1/18/2021		4100-021500-1299-253-210-609	178.65	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 06	1/19/2021		4100-021500-1299-253-210-609	861.63	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 07	1/19/2021		4100-021500-1299-253-210-609	473.36	218005		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 08	1/20/2021		4100-021500-1299-253-210-609	390.30	218005		081C1 COVID-19	01684 # 4046011199882353
			DISC. TOTAL				.00			TOTAL	3,567.89
			CHECK TOTAL				3,567.89			ACH PMT TOTAL	
00000000	001767	BB&T	2353 0121 09	1/21/2021		4100-021500-1299-253-210-609	823.27	218006		081C1 COVID-19	01684 # 4046011199882353
00000000	001767	BB&T	2353 0121 10	1/21/2021		4100-021500-1299-253-210-609	224.30	218006		081C1 COVID-19	01684 # 4046011199882353
			DISC. TOTAL				.00			TOTAL	1,047.57
			CHECK TOTAL				1,047.57			ACH PMT TOTAL	
00000000	000738	BUTLER'S TOWING AND	7479	1/15/2021		4100-051100-1265-512-510	84.95	218007		Vehicle Maintenance & Repairs	01684 SUSSEX SHERIFF 84.95
			DISC. TOTAL				.00			TOTAL	84.95
00000000	001630	CHENEY BROTHERS	10-920501284	1/21/2021		4100-051500-1246-551-510	1,279.25	218008		Food Supplies	01684 # 60030700 1,279.25
			DISC. TOTAL				.00			TOTAL	1,279.25
00000000	001862	COUNTY OF CHESTERFIELD	BDS 012121	1/21/2021		4100-051500-1203-516-510	75.00	218009		Workshops and Conferences	01684 #54-6001208 75.00
			DISC. TOTAL				.00			TOTAL	75.00
00000000	001892	DIRECTV, LLC	34959122X210110	1/10/2021		4100-021500-1299-253-210-601	135.71	218010		VDEM/FY19 LEMPG	01684 # 034959122 135.71
			DISC. TOTAL				.00			TOTAL	135.71
00000000	000902	DOC FARMER'S MARKET	81093	1/19/2021		4100-051500-1246-551-510	291.00	218011		Food Supplies	01684 SUSSEX COUNTY JAIL 291.00
			DISC. TOTAL				.00			TOTAL	291.00
00000000	001651	DOCUMENT SYSTEMS	112593	1/14/2021		4100-021100-2120-211-210-203	99.00	218012		COVID-19 Expenses	01684 SUSSEX COUNTY 99.00
			DISC. TOTAL				.00			TOTAL	99.00
00000000	001723	GARDAWORLD SECURITY SERVI	611696	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611697	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611698	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50
00000000	001723	GARDAWORLD SECURITY SERVI	611699	1/15/2021		4100-021600-1229-264-210	994.50	218013		Other Professional Services	01684 # SUS001 994.50

P. O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001723		611700	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
0000000	001723		611701	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
0000000	001723		611703	1/15/2021		4100-021600-1229-264-210	994.50	218013			Other Professional Services	01684 # SUS001
		DISC. TOTAL			7.956							7.956 00
0000000	001907	GRANIGUS, LLC	135723	1/12/2021		4100-021100-2120-211-210-203	7,500.00	218014			COVID-19 Expenses	01684 SUSSEX COUNTY
		DISC. TOTAL			7,500.00							7,500 00
0000000	001908	HAMPTON ROADS RADIOLOGY A HRRR	121620	12/16/2020		4100-051500-1293-551-510	39.00	218015			Inmate Medical Expenses	01684 # 58525007479
		DISC. TOTAL			39.00							39 00
0000000	001193	JUNIOR PERSON	JPP 111820	11/18/2020		4100-021200-1272-221-210	2,250.00	218016			Building Maintenance & Repair	01684 SUSSEX COUNTY
0000000	001193		JPP 121520	12/15/2020		4100-021200-1272-221-210	2,200.00	218016			Building Maintenance & Repair	01684 SUSSEX COUNTY
		DISC. TOTAL			4,450.00							4,450 00
0000000	001046	MC I	4342465511	1/13/2021		4100-021100-1234-211-210	20.35	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021400-1234-242-210	3.39	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021300-1234-231-210	10.18	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021400-1234-241-210	3.39	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021600-1234-261-210	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021500-1234-253-210	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-023100-1234-291-230	5.09	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-041100-1234-411-410	6.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-031100-1234-311-310	6.91	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-063100-1234-631-630	8.48	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-062100-1234-621-620	16.96	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-063100-1234-632-630	1.70	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-061100-1234-611-610	1.64	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-061100-1234-612-610	22.66	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-081300-2110-822-810	8.52	218017			VA Cooperative Extension	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-063100-1234-613-610	5.09	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-051100-1234-512-510	1.91	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4100-021600-1234-262-210	16	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	1/13/2021		4105-071100-1234-711-710	46.79	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021100-1234-211-210	22.66	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021400-1234-242-210	3.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021300-1234-231-210	11.33	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021400-1234-241-210	3.78	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021600-1234-261-210	2.36	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-021500-1234-253-210	1.89	218017			Telecommunications	01684 # 08692926192
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0000000	001046		4342465511	12/13/2020		4100-063100-1234-631-630	9.44	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-062100-1234-621-620	18.88	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-063100-1234-632-630	1.89	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-611-610	2.41	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-612-610	27.41	218017			Telecommunications	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-081300-2110-822-810	9.50	218017			VA Cooperative Extension	01684 # 08692926192
0000000	001046		4342465511	12/13/2020		4100-061100-1234-613-610	5.66	218017			Telecommunications	01684 # 08692926192

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000769		0973062717	0121	1/27/2021	4100-021500-1234-253-210	26.74	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-023100-1234-291-230	80.21	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-041100-1234-411-410	106.95	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-031100-1234-311-310	106.95	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-063100-1234-631-630	133.68	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-062100-1234-621-620	160.42	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4100-063100-1234-632-630	26.72	218023		Telecommunications	01684 # 9512957780001
0000000	000769		0973062717	0121	1/27/2021	4105-071100-1234-711-710	721.89	218023		Telecommunications	01684 # 9512957780001
			CHECK TOTAL	3,637.22	ACH PMT TOTAL		.00	EPY PMT TOTAL			3,637.22
0000000	001693	VIRGINIA STAFFING GROUP	9896		1/17/2021	4100-021200-1229-221-210	468.10	218024		Other Prof. Ser. & Carpet Cle	01684 # 134
			CHECK TOTAL	468.10	ACH PMT TOTAL		.00	EPY PMT TOTAL			468.10
0000000	000873	WASTE MANAGEMENT OF	3485805-2424-0		1/04/2021	4100-021600-1229-264-210	175.16	218025		Other Professional Services	01684 # 203115233003
			CHECK TOTAL	175.16	ACH PMT TOTAL		.00	EPY PMT TOTAL			175.16
0000000	000088	HAVERLY GLASS SHOP	12693		12/28/2020	4100-051500-1265-551-510	56.00	218026		Vehicle Maintenance & Repairs	01684 SUSSEX SHERIFF
			CHECK TOTAL	56.00	ACH PMT TOTAL		.00	EPY PMT TOTAL			56.00
0000000	001572	WIMMER, WILLIE	1801		1/12/2021	4100-021500-1254-251-210	6,053.38	218027		Equipment Maintenance	01684 SUSSEX PUBLIC SAFE
			CHECK TOTAL	6,053.38	ACH PMT TOTAL		.00	EPY PMT TOTAL			6,053.38
			CHECK TOTAL	43,174.12	ACH PMT TOTAL		.00	EPY PMT TOTAL			43,174.12
			CHECK TOTAL	43,174.12	ACH PMT TOTAL		.00	EPY PMT TOTAL			43,174.12

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.

THE TOTAL 43,174.12- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 2/3/2021

DATE 2-3-21

DATE 2/3/21

[Signature]
 DIRECTOR OF FINANCE

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DESTE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	000342	AGRI-VA, INC	I04384/6	1/26/2021	159.92	4100-021200-1274-221-210	159.92	218028		Grounds Maintenance & Repairs	01685 DOUGLAS, RICHARD
	DISC. TOTAL						.00			TOTAL	159.92
00000000	000648	AMERICAN PLANNING ASSOC	95670-2113	1/08/2021	767.00	4100-021100-1203-211-210	767.00	218029		Workshops and Conferences	01685 DOUGLAS, RICHARD
	DISC. TOTAL						.00			TOTAL	767.00
00000000	000010	BANK OF SOUTHSIDE VA	0164 0121 01	12/15/2020		4100-051100-1241-512-510	26.20	218030		Office Supplies	01685 J. OGBURN ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 01	12/11/2020		4100-051500-1241-551-510	20.98	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 02	12/12/2020		4100-051100-1299-512-510	456.00	218030		Miscellaneous Others	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 05	12/29/2020		4100-051100-1241-516-510	33.36	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 06	1/04/2021		4100-051100-1241-512-510	22.37	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 07	1/06/2021		4100-051100-1231-512-510	6.45	218030		Postage	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 08	1/06/2021		4100-051100-1245-512-510	25.00	218030		Law Enforcement Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0206 0121 09	1/06/2021		4100-051100-1245-512-510	25.00	218030		Law Enforcement Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 0121 01	12/13/2020		4100-051100-1241-516-510	38.94	218030		Office Supplies	01685 J. HARRISON ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0214 0121 02	12/18/2020		4100-051100-1257-516-510	159.98	218030		Furniture	01685 C. WYCHE ACCT
	DISC. TOTAL						.00			TOTAL	814.28
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 01	12/14/2020		4100-051500-1246-551-510	2.05	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 02	12/22/2020		4100-051500-1247-551-510	56.00	218031		Janitorial Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 03	12/26/2020		4100-051500-1272-551-510	20.34	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 04	12/26/2020		4100-051500-1246-551-510	24.64	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 05	12/26/2020		4100-051500-1272-551-510	13.99	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 06	12/28/2020		4100-051500-1246-551-510	35.10	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 07	12/29/2020		4100-051500-1272-551-510	117.79	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 08	1/05/2021		4100-051500-1277-551-510	100.77	218031		Water Services	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 09	1/08/2021		4100-051500-1246-551-510	3.00	218031		Food Supplies	01685 V. GIVENS ACCT
00000000	000010	BANK OF SOUTHSIDE VA	0222 0121 10	1/09/2021		4100-051500-1272-551-510	13.42	218031		Building Maintenance & Repair	01685 V. GIVENS ACCT
	DISC. TOTAL						.00			TOTAL	387.10
00000000	001676	BERKLEY GROUP	WO#1A INV#5	2/01/2021		4100-021400-1225-241-210	3,810.00	218032		Management Consulting Service	01685 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	WO#7 INV#3	2/01/2021		4100-021400-1225-241-210	275.00	218032		Management Consulting Service	01685 SUSSEX COUNTY
	DISC. TOTAL						.00			TOTAL	4,085.00
00000000	000183	BRITT'S SERVICE CENTER	644659	9/30/2020		4100-051100-1265-512-510	39.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645022	8/03/2020		4100-051100-1265-512-510	60.00	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645023	8/18/2020		4100-051100-1265-512-510	465.08	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645024	8/14/2020		4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645025	8/20/2020		4100-051100-1265-512-510	593.76	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645026	8/20/2020		4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645027	8/20/2020		4100-051100-1265-512-510	161.44	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645028	9/08/2020		4100-051100-1265-512-510	559.64	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645029	9/09/2020		4100-051100-1265-512-510	19.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645030	9/10/2020		4100-051500-1265-551-510	19.95	218033		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
	DISC. TOTAL						.00			TOTAL	3,039.05
00000000	000183	BRITT'S SERVICE CENTER	645031	9/10/2020		4100-051100-1265-512-510	39.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645032	9/14/2020		4100-051100-1265-512-510	279.82	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645033	9/16/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645034	9/22/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF
00000000	000183	BRITT'S SERVICE CENTER	645035	10/02/2020		4100-051100-1265-515-510	34.95	218034		Vehicle Maintenance & Repairs	01685 SUSSEX SHERIFF

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000183		645036	10/05/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645037	10/19/2020		4100-051100-1265-512-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645038	10/28/2020		4100-051500-1265-551-510	20.00	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645039	11/11/2020		4100-051100-1265-515-510	19.95	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645040	11/06/2020		4100-051100-1265-512-510	193.39	218034		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
							.00	EPY PNT TOTAL			667.86
0000000	000183	BRITT'S SERVICE CENTER	645072	12/15/2020		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645097	12/20/2020		4100-051100-1265-512-510	578.30	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645175	1/07/2021		4100-051100-1265-512-510	100.70	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645177	1/07/2021		4100-051100-1265-515-510	39.90	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645243	1/04/2021		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645244	1/19/2021		4100-051100-1265-512-510	19.95	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
0000000	000183		645264	1/22/2021		4100-051100-1265-512-510	42.66	218035		Vehicle Maintenance & Repairs	SUSSEX SHERIFF
							.00	EPY PNT TOTAL			821.41
0000000	000728	CARQUEST OF WAKEFIELD	15335-21612	1/20/2021		4100-021200-1265-221-210	59.34	218036		Vehicle Maintenance & Repairs	# 2836
0000000	000728		15335-21612	1/20/2021		4100-021600-1265-262-210	63.97	218036		Vehicle Maintenance & Repairs	# 2836
							.00	EPY PNT TOTAL			123.31
0000000	000504	COMMISSIONER OF THE	2021 DUES	2/03/2021		4100-031100-1201-311-310	75.00	218037		Organization Membership	01685 SUSSEX COUNTY
							.00	EPY PNT TOTAL			75.00
0000000	000871	CRYSTAL SPRINGS	15692716 012021	1/20/2021		4100-041100-1277-411-410	7.34	218038		Water Services	01685 # 695034615692716
							.00	EPY PNT TOTAL			7.34
0000000	000902	DOC FARMER'S MARKET	MKT81249	1/25/2021		4100-051500-1246-551-510	277.25	218039		Food Supplies	01685 SUSSEX COUNTY JAIL
							.00	EPY PNT TOTAL			277.25
0000000	001651	DOCUMENT SYSTEMS	112339	1/07/2021		4100-031100-1252-311-310	55.64	218040		Equipment Lease/Rental	01685 SUSSEX COMM OF REV
0000000	001651		112580	1/12/2021		4100-021400-1252-241-210	286.77	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		112580	1/12/2021		4100-021400-1252-242-210	286.78	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		112581	1/12/2021		4100-021100-1252-211-210	608.22	218040		Equipment Lease/Rental	01685 SUSSEX COUNTY
0000000	001651		113093	2/03/2021		4100-061100-1252-612-610	37.99	218040		Equipment Lease/Rental	01685 SUSSEX GEN DIST CR
							.00	EPY PNT TOTAL			1,475.40
0000000	000084	DOMINION VIRGINIA POWER	6138125478 0121	1/05/2021		4100-021600-1276-264-210	74.71	218041		Electric	01685 # 6138125478
							.00	EPY PNT TOTAL			74.71
0000000	001725	EDMUNDS WASTE REMOVAL INC 97117		2/01/2021		4100-021600-1247-264-210	425.00	218042		Janitorial Supplies	01685 SUSSEX COUNTY
							.00	EPY PNT TOTAL			425.00
0000000	001828	ENNIS, INC.	49678674	1/19/2021		4100-051100-1241-514-510	2,505.63	218043		Supplies for Warrants	01685 ACCT# 389923
							.00	EPY PNT TOTAL			2,505.63
0000000	001723	GARDAWORLD SECURITY SERVI	613936	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613937	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613938	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613939	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613940	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
0000000	001723		613941	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001723		613942	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
00000000	001723		613943	1/22/2021		4100-021600-1229-264-210	994.50	218044		Other Professional Services	01685 # SUS001
	DISC. TOTAL					00 CPA PNT TOTAL	00				7,956.00
00000000	001703	HEFTY WILEY & GORE P.C.	10985	1/25/2021		4100-022100-1223-281-220	7,500.00	218045		Legal Services	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				7,500.00
00000000	001433	LOWE'S	911273	12/23/2020		4100-051500-1272-551-510	19.99	218046		Building Maintenance & Repair	01685 # 99003370360
	DISC. TOTAL					00 CPA PNT TOTAL	00				19.99
00000000	000056	OMEN FORD, INC.	12133	2/02/2021		4100-021200-1265-221-210	86.40	218047		Vehicle Maintenance & Repairs	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				86.40
00000000	000991	PARKER OIL CO	669663	1/07/2021		4100-051500-1278-551-510	693.79	218048		Oil	01685 #87746E
	DISC. TOTAL					00 CPA PNT TOTAL	00				693.79
00000000	001488	RRS FOODSERVICE	2163384	1/27/2021		4100-051500-1246-551-510	1,763.00	218049	N	Food Supplies	01685 # 118626
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,763.00
00000000	001910	SAFELITE AUTO GLASS	01868-836590	2/03/2021		4100-021400-1265-242-210	210.29	218050		Vehicle Maintenance & Repairs	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				210.29
00000000	000187	SHANKO, JAMES	JS 012621	1/26/2021		4100-051500-1272-551-510	15.15	218051		Building Maintenance & Repair	01685 REIMBURSEMENT
	DISC. TOTAL					00 CPA PNT TOTAL	00				15.15
00000000	001772	SOUTHSIDE ELECTRIC COOPER	561962001 0121	1/06/2021		4100-021600-1276-264-210	107.55	218052		Electric	01685 # 561962001
	DISC. TOTAL					00 CPA PNT TOTAL	00				107.55
00000000	000067	STONY CREEK PHARMACY	SCP 123020	12/30/2020		4100-051500-1293-551-510	508.50	218053		Immate Medical Expenses	01685 DECEMBER 2020
	DISC. TOTAL					00 CPA PNT TOTAL	00				508.50
00000000	000162	SUFFOLK ENERGIES INC	37633847	1/08/2021		4100-021200-1278-221-210	401.81	218054		Oil	01685 # 66740484
	DISC. TOTAL					00 CPA PNT TOTAL	00				401.81
00000000	000077	SUSSEX SERVICE AUTHORITY	SUSS S AUTH0121	1/25/2021		4100-021100-2120-211-210-204	51,943.40	218055		COVID-19 Municipal Utility	Re01685 COVID-19 UTILITY
	DISC. TOTAL					00 CPA PNT TOTAL	00				51,943.40
00000000	001827	TEMP-POWER, INC	15280M-2	2/01/2021		4100-021600-1252-264-210	1,120.00	218056		Equipment Lease/Rental	01685 # 4679
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,120.00
00000000	001816	THG CONSTRUCTION	404 WALNUT #3	2/03/2021		4100-021300-9004-231-210	13,720.01	218057		UNOS-CDBG Housing Grt	01685 UNOS
	DISC. TOTAL					00 CPA PNT TOTAL	00				13,720.01
00000000	000317	TOWN OF WAKEFIELD	1943 010721	1/07/2021		4100-021200-1277-221-210	15.08	218058		Water Services	01685 # 1943
	DISC. TOTAL					00 CPA PNT TOTAL	00				15.08
00000000	000318	TOWN OF WAVERLY	TWN WRLY012521	1/25/2021		4100-021100-2120-211-210-204	103,879.88	218059		COVID-19 Municipal Utility	Re01685 COVID-19 UTILITY
	DISC. TOTAL					00 CPA PNT TOTAL	00				103,879.88
00000000	001909	TRUE KLEEN, LLC	SC001	1/29/2021		4100-021100-2120-211-210-203	1,350.00	218060		COVID-19 Expenses	01685 SUSSEX COUNTY
	DISC. TOTAL					00 CPA PNT TOTAL	00				1,350.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE CHECK TOTAL	4027012721	INVOICE DATE	A/P ACRL	ACCOUNT NO.	CPA PHT TOTAL	NET AMOUNT	CHECK NO.	ACH PHT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	000923	ALL SEASONS TERWHITE & DISC. TOTAL	4027012721	65.00	65.00	1/27/2021		4100-051500-1272-551-510	0.00	65.00	218076	0.00	Building Maintenance & Repairs	SUSSEX SHERIFF
00000000	001277	AMERICAN TIRE DISTRIBUTOR DISC. TOTAL	S145239263	1,010.96	1,010.96	12/04/2020		4100-051100-1265-512-510	0.00	1,010.96	218077	0.00	Vehicle Maintenance & Repairs	01686 # 190415
00000000	001769	ATLANTIC EMERGENCY SOLUTIONS DISC. TOTAL	258666EQ	1,640.00	1,640.00	1/22/2021		4100-021500-2110-251-210-504	0.00	1,640.00	218078	0.00	State Fireman's Fund	01686 # 17366
00000000	999999	BOYKINS, CHARLIE DISC. TOTAL	CB 0121	223.20	223.20	2/08/2021		4100-051500-1215-551-510	0.00	223.20	218079	0.00	Inmate Pay	01686 INMATE PAY
00000000	999999	BROOKS, ANTHONY DISC. TOTAL	AB 0121	75.60	75.60	2/08/2021		4100-051500-1215-551-510	0.00	75.60	218080	0.00	Inmate Pay	01686 INMATE PAY
00000000	000738	BUTLER'S TOWING AND DISC. TOTAL	7488	25.00	25.00	1/20/2021		4100-051100-1265-512-510	0.00	25.00	218081	0.00	Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
00000000	000738	DISC. TOTAL	7489	25.00	25.00	1/20/2021		4100-051100-1265-512-510	0.00	25.00	218081	0.00	Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
00000000	000738	DISC. TOTAL	7592	19.95	19.95	2/08/2021		4100-051100-1265-512-510	0.00	19.95	218081	0.00	Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
00000000	000738	DISC. TOTAL	7593	65.00	65.00	2/08/2021		4100-051100-1265-512-510	0.00	65.00	218081	0.00	Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
00000000	001530	C.W. WILLIAMS & CO. LLC DISC. TOTAL	633347	7,246.24	7,246.24	1/22/2021		4100-021500-2110-251-210-504	0.00	7,246.24	218082	0.00	State Fireman's Fund	01686 # 80203
00000000	001530	DISC. TOTAL	633510	49.89	49.89	1/27/2021		4100-021500-2110-251-210-504	0.00	49.89	218082	0.00	State Fireman's Fund	01686 # 80203
00000000	001251	CABIN POINT VETERINARY DISC. TOTAL	66293	132.00	132.00	1/15/2021		4100-021600-1227-261-210	0.00	132.00	218083	0.00	Medical Services	01686 # 1707
00000000	001251	DISC. TOTAL	66348	79.30	79.30	1/20/2021		4100-021600-1227-261-210	0.00	79.30	218083	0.00	Medical Services	01686 # 1707
00000000	001251	DISC. TOTAL	66389	106.00	106.00	1/25/2021		4100-021600-1227-261-210	0.00	106.00	218083	0.00	Medical Services	01686 # 1707
00000000	001251	DISC. TOTAL	66411	221.00	221.00	1/26/2021		4100-021600-1227-261-210	0.00	221.00	218083	0.00	Medical Services	01686 # 1707
00000000	000728	CARQUEST OF WAKEFIELD DISC. TOTAL	15335-18445	538.30	538.30	9/23/2020		4100-051100-1265-512-510	0.00	538.30	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-19424	198.52	198.52	10/26/2020		4100-051500-1265-551-510	0.00	198.52	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-19603	40.92	40.92	11/02/2020		4100-051100-1265-512-510	0.00	40.92	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-20055	2.77	2.77	11/17/2020		4100-051100-1265-512-510	0.00	2.77	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-21078	48.24	48.24	12/31/2020		4100-051100-1265-512-510	0.00	48.24	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-21470	75.19	75.19	1/15/2021		4100-051100-1265-512-510	0.00	75.19	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-21472	6.36	6.36	1/15/2021		4100-051100-1265-512-510	0.00	6.36	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	15335-21596	42.99	42.99	1/20/2021		4100-051100-1265-512-510	0.00	42.99	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-152793	16.55	16.55	12/05/2020		4100-051100-1265-512-510	0.00	16.55	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-153434	99.78	99.78	12/30/2020		4100-051100-1265-512-510	0.00	99.78	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-153436	528.59	528.59	12/30/2020		4100-051100-1265-512-510	0.00	528.59	218084	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-153697	55.00	55.00	1/09/2021		4100-051100-1265-512-510	0.00	55.00	218085	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-153767	11.34	11.34	1/12/2021		4100-051100-1265-512-510	0.00	11.34	218085	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-153958	13.09	13.09	1/18/2021		4100-051100-1265-512-510	0.00	13.09	218085	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	000728	DISC. TOTAL	5484-154155	330.06	330.06	1/22/2021		4100-051100-1265-512-510	0.00	330.06	218085	0.00	Vehicle Maintenance & Repairs	01686 # 5001
00000000	001485	CENTRAL AGRIBUSINESS DISC. TOTAL	JR23091	748.09	748.09	1/21/2021		4100-051500-1246-551-510	0.00	748.09	218086	0.00	Food Supplies	01686 SUSSEX SHERIFF

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001485		JR23177	1/26/2021		4100-051500-1246-551-510	77.00	218086		Food Supplies	01686 SUSSEX SHERIFF
0000000	001485		JR23262	2/02/2021		4100-051500-1246-551-510	77.00	218086		Food Supplies	01686 SUSSEX SHERIFF
		00 CHECK TOTAL					231.00				231.00
0000000	001630	CHENEY BROTHERS	12-920555942	2/02/2021		4100-051500-1246-551-510	2,453.18	218087		Food Supplies	01686 # 600307000
		DISC. TOTAL									2,453.18
0000000	001314	CHOWAN BASIN SOIL& WATER	FY20/21	1/15/2021		4100-081300-2110-823-810	7,415.00	218088		Chowan Basin Soil & Water Com	01686 FY20/21 ALLOCATTION
		DISC. TOTAL									7,415.00
0000000	001449	CONVERGENT TECHNOLOGIES	23739	2/05/2021		4100-051100-1224-516-510	359.00	218089		Information System Services	01686 SUSSEX SHERIFF
		DISC. TOTAL									359.00
0000000	000931	COUNTY OF PRINCE GEORGE	QTR 2 2021	2/05/2021		4100-061100-1214-611-610	1,359.33	218090		Comp Court Administrator	01686 COURT ADMINISTRATO
		DISC. TOTAL									1,359.33
0000000	000020	COMLING BROTHERS	2234	1/07/2021		4100-051500-1272-551-510	26.49	218091		Building Maintenance & Repair	01686 ACCT# SCJ001
		DISC. TOTAL									26.49
0000000	000024	CRATER YOUTH CARE	210049-01	1/20/2021		4100-081800-2110-863-810	4,807.00	218092		Crater Youth Care Commission	01686 JAN 2021 USAGE FEE
0000000	000024		210049-02	1/20/2021		4100-081800-2110-863-810	15,803.25	218092		Crater Youth Care Commission	01686 3RD QTR FY2021
		DISC. TOTAL									20,610.25
0000000	000193	DEPART OF MOTOR VEHICLES	202103100507	2/08/2021		4100-041100-1299-412-410	300.00	218093		Misc Oth -DWV Stops	01686 # 546001642019
		DISC. TOTAL									300.00
0000000	001185	DISPUTANTA ANIMAL HOSPITA	238889	1/29/2021		4100-021600-1227-261-210	81.25	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238890	1/29/2021		4100-021600-1227-261-210	14.25	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238892	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238895	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238896	1/29/2021		4100-021600-1227-261-210	91.00	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238897	1/29/2021		4100-021600-1227-261-210	132.15	218094		Medical Services	01686 SUSSEX COUNTY
0000000	001185		238899	1/29/2021		4100-021600-1227-261-210	277.42	218094		Medical Services	01686 SUSSEX COUNTY
		DISC. TOTAL									860.37
0000000	000902	DOC FARMER'S MARKET	MKT61405	2/01/2021		4100-051500-1246-551-510	258.65	218095		Food Supplies	01686 SUSSEX COUNTY JAIL
		DISC. TOTAL									258.65
0000000	001651	DOCUMENT SYSTEMS	112717	2/01/2021		4100-021100-2120-211-210-203	103.07	218096		COVID-19 Expenses	01686 SUSSEX COUNTY
		DISC. TOTAL									103.07
0000000	000084	DOMINION VIRGINIA POWER	9447701492 0121	1/26/2021		4100-021200-1276-221-210	6.59	218097		Electric	01686 # 9447701492
		DISC. TOTAL									6.59
0000000	001911	DOUGLAS, RICHARD	RD 020121	2/01/2021		4100-021100-1203-211-210	200.00	218098		Workshops and Conferences	01686 REIMBURSEMENT
		DISC. TOTAL									200.00
0000000	001723	GARDENWORLD SECURITY SERVI	616994	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616995	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616996	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616997	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
0000000	001723		616998	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		616999	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		617000	1/29/2021		4100-021600-1229-264-210	994.50	218099		Other Professional Services	01686 # SUS001
0000000	001723		617001	1/29/2021		4100-021600-1229-264-210	988.13	218099		Other Professional Services	01686 # SUS001
		DISC. TOTAL				7,949.63				ACH PHT TOTAL	7,949.63
0000000	000258	GEORGE COX & SONS	8648	1/15/2021		4100-021200-1272-221-210	209.90	218100		Building Maintenance & Repair	01686 SUSSEX COUNTY
0000000	000258		8651	1/15/2021		4100-021600-1272-261-210	367.50	218100		Building Maintenance & Repair	01686 SUSSEX ANML CONTRO
		DISC. TOTAL				577.40				ACH PHT TOTAL	577.40
0000000	000276	GREENSVILLE COUNTY WATER	1175 012721	1/27/2021		4100-021200-1277-221-210	62.28	218101		Water Services	01686 # 1175
		DISC. TOTAL				62.28				ACH PHT TOTAL	62.28
0000000	999999	HILL, EDWARD	EH 0121	2/08/2021		4100-051500-1215-551-510	79.20	218102		Inmate Pay	01686 INMATE PAY
		DISC. TOTAL				79.20				ACH PHT TOTAL	79.20
0000000	001538	JIM WHELAN'S SERV CENTER	98506	1/18/2021		4100-051100-1265-512-510	49.95	218103		Vehicle Maintenance & Repairs	01686 SUSSEX SHERIFF
		DISC. TOTAL				49.95				ACH PHT TOTAL	49.95
0000000	999999	KING, DAVID	DK 0121	2/08/2021		4100-051500-1215-551-510	99.90	218104		Inmate Pay	01686 INMATE PAY
		DISC. TOTAL				99.90				ACH PHT TOTAL	99.90
0000000	000124	KORMAN SIGNS	349512	1/20/2021		4100-021400-1233-241-210	320.80	218105		Printing	01686 # SUS010
		DISC. TOTAL				320.80				ACH PHT TOTAL	320.80
0000000	001115	LIFESTAR AMBULANCE	SC122020	1/19/2021		4100-021500-2110-252-210-524	25,056.00	218106		Emergency Med. SVC - Pd EMT.	01686 DECEMBER 2020
0000000	001115		W122020	1/19/2021		4100-021500-2110-252-210-524	53,712.00	218106		Emergency Med. SVC - Pd EMT.	01686 DECEMBER 2020
		DISC. TOTAL				78,768.00				ACH PHT TOTAL	78,768.00
0000000	001433	LOWE'S	911590	1/11/2021		4100-021200-1272-221-210	63.37	218107		Building Maintenance & Repair	01686 # 990000502080
0000000	001433		911590	1/11/2021		4100-021600-1272-261-210	75.68	218107		Building Maintenance & Repair	01686 # 990000502080
		DISC. TOTAL				139.05				ACH PHT TOTAL	139.05
0000000	001882	MOBILE COMMUNICATIONS AHE	408000201-1	1/20/2021		4100-021500-1254-253-210	110.00	218108		Equipment Maintenance	01686 # 118941
0000000	001882		408000202-1	1/20/2021		4100-021500-1254-253-210	110.00	218108		Equipment Maintenance	01686 # 118941
		DISC. TOTAL				220.00				ACH PHT TOTAL	220.00
0000000	001912	MONTGOMERY COUNTY, VIRGIN MC	012621	1/26/2021		4302-091300-0020-	25,000.00	218109		Stony Creek WFD-Brush Truck	01686 SUSSEX COUNTY
		DISC. TOTAL				25,000.00				ACH PHT TOTAL	25,000.00
0000000	000165	POSTMASTER	SHERIFF 020821	2/08/2021		4100-051100-1231-512-510	440.00	218110		Postage	01686 POSTAGE
		DISC. TOTAL				440.00				ACH PHT TOTAL	440.00
0000000	000061	PRINCE GEORGE ELECTRIC	1413003200	1/27/2021		4100-021600-1276-263-210	49.63	218111		Electric	01686 # 1413003200
0000000	000061		1423010000	1/27/2021		4100-021600-1276-263-210	79.59	218111		Electric	01686 # 1423010000
0000000	000061		1667000200	1/27/2021		4100-021200-1276-221-210	40.78	218111		Electric	01686 # 1667000200
		DISC. TOTAL				170.00				ACH PHT TOTAL	170.00
0000000	000187	SHANKO, JAMES	JS 020521	2/05/2021		4100-051500-1272-551-510	31.32	218112		Building Maintenance & Repair	01686 REIMBURSEMENT
		DISC. TOTAL				31.32				ACH PHT TOTAL	31.32

P.O. NO.	VENDOR NO.	VENDOR NAME	CHECK NO.	CHECK TOTAL	INVOICE NO.	A/P CHECK REGISTER	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	ACH TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001787	SIMPLE COM	8809-0TS	125.00	2/08/2021	4100-021100-1228-211-210	2/08/2021	00 CPA PHT TOTAL	4100-021100-1228-211-210	125.00	218113	0.00	125.00	Contractual Services	01686 SUSSEX COUNTY
00000000	000067	STONY CREEK PHARMACY	SCP 013021	420.18	1/30/2021	4100-051500-1293-551-510	1/30/2021	00 CPA PHT TOTAL	4100-051500-1293-551-510	420.18	218114	0.00	420.18	Immate Medical Expenses	01686 JANUARY 2021
00000000	000162	SUFFOLK ENERGIES INC	528492	292.73	1/31/2021	4100-051100-1264-512-510	1/31/2021	00 CPA PHT TOTAL	4100-051100-1264-512-510	292.73	218115	0.00	292.73	Hillegage/Gas	01686 # 66740352
00000000	000942	SUSSEX MINI MART	1011508	5.99	10/15/2020	4100-011100-1205-111-110	10/15/2020		4100-011100-1205-111-110	5.99	218116	5.99	5.99	Heals	01686 ACCT# 16
00000000	000942	SUSSEX MINI MART	1013444	5.99	6/18/2020	4100-011100-1205-111-110	6/18/2020		4100-011100-1205-111-110	5.99	218116	5.99	5.99	Heals	01686 ACCT# 16
00000000	000942	SUSSEX MINI MART	1013690	17.97	11/19/2020	4100-011100-1205-111-110	11/19/2020		4100-011100-1205-111-110	17.97	218116	17.97	17.97	Heals	01686 ACCT# 16
00000000	999999	TAYLOR, DARRELL	DT 0121	18.90	2/08/2021	4100-051500-1215-551-510	2/08/2021	00 CPA PHT TOTAL	4100-051500-1215-551-510	18.90	218117	0.00	18.90	Immate Pay	01686 IMMATE PAY
00000000	000318	TOWN OF WAVERLY	1814040098	67.00	1/31/2021	4100-021200-1277-221-210	1/31/2021	00 CPA PHT TOTAL	4100-021200-1277-221-210	67.00	218118	0.00	67.00	Water Services	01686 # 1814040098
00000000	000087	VAN CLEEF AUTO PARTS INC	11822	538.98	1/13/2021	4100-051100-1265-512-510	1/13/2021		4100-051100-1265-512-510	538.98	218119	103.96	642.94	Vehicle Maintenance & Repairs	01686 # 27431
00000000	000087	VAN CLEEF AUTO PARTS INC	11905	103.96	1/22/2021	4100-051100-1265-512-510	1/22/2021		4100-051100-1265-512-510	103.96	218119	0.00	103.96	Vehicle Maintenance & Repairs	01686 # 27431
00000000	000769	VERIZON	0130840093	642.94	2/06/2021	4100-051100-1234-551-510	2/06/2021	00 CPA PHT TOTAL	4100-051100-1234-551-510	642.94	218120	0.00	642.94	Telecommunications	01686 # 351337100000174
00000000	000769	VERIZON	0130843684	70.20	2/06/2021	4100-021200-1234-221-210	2/06/2021		4100-021200-1234-221-210	70.20	218120	0.00	70.20	Telecommunications	01686 # 95167944000136
00000000	000769	VERIZON	0689130006	910.12	2/06/2021	4100-063100-1234-631-630	2/06/2021		4100-063100-1234-631-630	910.12	218120	0.00	910.12	Telecommunications	01686 # 352390716000129
00000000	000769	VERIZON	0695890348	381.15	1/31/2021	4100-051100-1234-516-510	1/31/2021		4100-051100-1234-516-510	381.15	218120	0.00	381.15	Telecommunications	01686 # 351333549000198
00000000	000769	VERIZON	0745850378	73.59	1/24/2021	4100-063100-1234-631-630	1/24/2021		4100-063100-1234-631-630	73.59	218120	0.00	73.59	Telecommunications	01686 # 252384783000121
00000000	000769	VERIZON	0763493682	88.69	2/06/2021	4100-051500-1234-551-510	2/06/2021	00 CPA PHT TOTAL	4100-051500-1234-551-510	88.69	218120	0.00	88.69	Telecommunications	01686 # 351337100000174
00000000	000757	VERIZON BUSINESS	07473915	2,041.55	2/10/2021	4100-021100-1234-211-210	2/10/2021	00 CPA PHT TOTAL	4100-021100-1234-211-210	2,041.55	218121	0.00	2,041.55	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-021400-1234-241-210	2/10/2021		4100-021400-1234-241-210	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-021400-1234-242-210	2/10/2021		4100-021400-1234-242-210	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-041100-1234-411-410	2/10/2021		4100-041100-1234-411-410	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-031100-1234-311-310	2/10/2021		4100-031100-1234-311-310	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-023100-1234-291-230	2/10/2021		4100-023100-1234-291-230	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-021500-1234-251-210	2/10/2021		4100-021500-1234-251-210	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	55.21	2/10/2021	4100-051100-1234-516-510	2/10/2021		4100-051100-1234-516-510	55.21	218121	0.00	55.21	Telecommunications	01686 # Y2694822
00000000	000757	VERIZON BUSINESS	07473915	496.88	2/10/2021	4100-063100-1234-631-630	2/10/2021	00 CPA PHT TOTAL	4100-063100-1234-631-630	496.88	218121	0.00	496.88	Telecommunications	01686 # Y2694822
00000000	000039	VERIZON WIRELESS	9871613183	187.31	1/19/2021	4100-051500-1234-551-510	1/19/2021		4100-051500-1234-551-510	187.31	218122	0.00	187.31	Telecommunications	01686 # 742314083-00002
00000000	000039	VERIZON WIRELESS	9871613183	187.32	1/19/2021	4100-051100-1234-516-510	1/19/2021		4100-051100-1234-516-510	187.32	218122	0.00	187.32	Telecommunications	01686 # 742314083-00002
00000000	000039	VERIZON WIRELESS	9871613183	561.94	1/19/2021	4100-051100-1234-512-510	1/19/2021	00 CPA PHT TOTAL	4100-051100-1234-512-510	561.94	218122	0.00	561.94	Telecommunications	01686 # 742314083-00002
00000000	001913	WARREN, SHAWN	SW 012721	36.58	1/27/2021	4100-051100-1265-512-510	1/27/2021		4100-051100-1265-512-510	36.58	218123	0.00	36.58	Vehicle Maintenance & Repairs	01686 REIMBURSEMENT
00000000	001913	WARREN, SHAWN	SW 020121	75.00	2/01/2021	4100-051100-1244-512-510	2/01/2021		4100-051100-1244-512-510	75.00	218123	0.00	75.00	Uniform Services	01686 REIMBURSEMENT
00000000	001913	WARREN, SHAWN	SW 020121	111.58	1/11/2021	4100-051100-1244-512-510	1/11/2021	00 CPA PHT TOTAL	4100-051100-1244-512-510	111.58	218123	0.00	111.58	Uniform Services	01686 REIMBURSEMENT

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000088	WAVERLY GLASS SHOP	12718	2/03/2021		4100-021100-2120-211-210-203	680.00	218124	.00	COVID-19 Expenses	01686 SUSSEX SHERIFF
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	680.00
0000000	000090	WAVERLY MOTORS, INC	16195	1/06/2021		4100-021500-1265-253-210	95.00	218125	.00	Vehicle Maintenance & Repairs	01686 SUSSEX PUBLIC SAFE
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	95.00
0000000	001408	WITHER PUBLIC SAFETY GRP	2081280	11/23/2020		4100-051100-1244-512-510	158.00	218126	.00	Uniform Services	01686 # SUSCOU
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	158.00
0000000	001644	XEROX FINANCIAL SERVICES	2441838	1/10/2021		4100-051100-1252-512-510	276.54	218127	.00	Equipment Lease/Rental	01686 # 020081249001
		DISC. TOTAL				.00 CPA PMT TOTAL	.00			TOTAL	276.54
							553.08	218127	.00	Equipment Lease/Rental	01686 # 020081249001
							.00			TOTAL	553.08
							166,634.03		.00	TOTAL	166,634.03
							166,634.03		.00	TOTAL	166,634.03

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 166,634.03 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2/11/2021
 DATE
 2/11/2021
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 2/11/2021
 DATE

[Signature]
 DIRECTOR OF TREASURY

[Signature]
 COUNTY ADMINISTRATION

[Signature]
 DESTE COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH	INV DESCRIPTION
0000000	001507	BARKSDALE OHS INC.	SUSSCTY 0121	1/31/2021		4100-021600-1264-261-210	113.81	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021200-1264-221-210	78.33	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021400-1264-242-210	31.04	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021600-1264-262-210	130.56	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021300-1264-231-210	10.35	218128			Gasoline/Mileage-Non Training	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021400-1264-241-210	35.47	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-021500-1264-253-210	51.73	218128			Mileage	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4100-051100-1264-512-510	4,740.99	218128			Mileage/Gas	01687	ACCT# SUSSCTY
0000000	001507		SUSSCTY 0121	1/31/2021		4105-071100-1264-711-710	91.14	218128			Gasoline	01687	ACCT# SUSSCTY
			CHECK TOTAL			5,283.42							
			DISC. TOTAL										
0000000	001251	CABIN POINT VETERINARY	66038	12/22/2020		4100-021600-1227-261-210	150.00	218129			Medical Services	01687	# 1707
0000000	001251		66054	12/22/2020		4100-021600-1227-261-210	437.00	218129			Medical Services	01687	# 1707
0000000	001251		66117	12/30/2020		4100-021600-1227-261-210	196.00	218129			Medical Services	01687	# 1707
0000000	001251		66444	1/27/2021		4100-021600-1227-261-210	163.50	218129			Medical Services	01687	# 1707
			CHECK TOTAL			946.50							
			DISC. TOTAL										
0000000	000020	COMLING BROTHERS	173858	12/31/2020		4100-021600-1247-264-210	564.97	218130			Janitorial Supplies	01687	# SC0006
0000000	000020		2623	1/13/2021		4100-021600-1272-261-210	2.64	218130			Building Maintenance & Repair	01687	# SC0006
0000000	000020		2624	1/13/2021		4100-021600-1272-261-210	7.45	218130			Building Maintenance & Repair	01687	# SC0006
0000000	000020		32836	1/20/2021		4100-021200-1274-221-210	37.64	218130			Grounds Maintenance & Repairs	01687	# SC0006
			CHECK TOTAL			612.70							
			DISC. TOTAL										
0000000	000871	CRYSTAL SPRINGS	12841556	01/16/2021		4100-063100-1233-631-630	36.85	218131			Printing	01687	# 114253012841556
			CHECK TOTAL			36.85							
			DISC. TOTAL										
0000000	001185	DISPUTANTA ANIMAL HOSPITA	237040	12/28/2020		4100-021600-1227-261-210	165.14	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		237089	12/28/2020		4100-021600-1227-261-210	35.00	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		237359	12/31/2020		4100-021600-1227-261-210	103.05	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		238988	2/01/2021		4100-021600-1227-261-210	151.35	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239011	2/01/2021		4100-021600-1227-261-210	77.56	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239161	2/03/2021		4100-021600-1227-261-210	112.54	218132			Medical Services	01687	SUSSEX COUNTY
0000000	001185		239757	2/15/2021		4100-021600-1227-261-210	11.39	218132			Medical Services	01687	SUSSEX COUNTY
			CHECK TOTAL			656.03							
			DISC. TOTAL										
0000000	000902	DOC FARMER'S MARKET	81561	2/08/2021		4100-051500-1246-551-510	255.75	218133			Food Supplies	01687	SUSSEX COUNTY JAIL
			CHECK TOTAL			255.75							
			DISC. TOTAL										
0000000	001651	DOCUMENT SYSTEMS	112881	2/01/2021		4100-021400-1252-241-210	70.21	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		112882	2/01/2021		4100-021400-1252-242-210	70.22	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		113095	2/03/2021		4100-031100-1252-311-310	312.93	218134			Equipment Lease/Rental	01687	SUSSEX COUNTY
0000000	001651		113145	2/03/2021		4100-021100-2120-211-210-203	19.99	218134			COVID-19 Expenses	01687	COMM OF REV
			CHECK TOTAL			535.30							
			DISC. TOTAL										
0000000	000084	DOMINION VIRGINIA POWER	0482572328	1/28/2021		4100-021600-1276-263-210	2,896.82	218135			Electric	01687	# 0482572328
0000000	000084		0561293952	1/29/2021		4100-021200-1276-221-210	6.59	218135			Electric	01687	# 0561293952
0000000	000084		2406362505	2/01/2020		4100-051500-1276-551-510	1,838.60	218135			Electric	01687	# 2406362505
0000000	000084		2921584914	1/29/2021		4100-051500-1276-551-510	6.59	218135			Electric	01687	# 2921584914
0000000	000084		3776508966	2/02/2021		4100-021200-1276-221-210	6.59	218135			Electric	01687	# 3776508966
0000000	000084		4204030300	1/29/2021		4100-021600-1276-264-210	71.91	218135			Electric	01687	# 4204030300

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001416	POST MASTER - WAVERLY	HOUSING 021021	2/10/2021		4100-021300-1252-231-210	76.00	218146		Equipment Lease/Rental	01687 SUSSEX COUNTY
			CHECK TOTAL	76.00	ACH PMT TOTAL						76.00
0000000	000061	PRINCE GEORGE ELECTRIC	2006028100 0221	2/03/2021		4100-021200-1276-221-210	686.92	218147		Electric	01687 # 2006028100
			CHECK TOTAL	686.92	ACH PMT TOTAL						686.92
0000000	001488	RRS FOODSERVICE	2165402	2/10/2021		4100-051500-1246-551-510	973.48	218148	N	Food Supplies	01687 # 1186626
			CHECK TOTAL	973.48	ACH PMT TOTAL						973.48
0000000	000187	SHANKO, JAMES	JS 020921	2/09/2021		4100-051500-1272-551-510	61.70	218149		Building Maintenance & Repair	01687 REIMBURSEMENT
			CHECK TOTAL	61.70	ACH PMT TOTAL						61.70
0000000	001787	SIMPLE COM	8714-CRS	1/29/2021		4100-021600-1234-261-210	35.00	218150		Telecommunications	01687 SUSSEX COUNTY
			8715	1/29/2021		4100-021600-1234-261-210	1,060.00	218150		Telecommunications	01687 SUSSEX COUNTY
			CHECK TOTAL	1,095.00	ACH PMT TOTAL						1,095.00
0000000	001524	SOFTWARE UNLIMITED	14	2/01/2021		4100-063100-1258-631-630	3,194.00	218151		Computer Software/Applications	01687 SUSSEX COMM ATTY
			CHECK TOTAL	3,194.00	ACH PMT TOTAL						3,194.00
0000000	001772	SOUTHSIDE ELECTRIC	COOPER 561962001 0221	2/04/2021		4100-021600-1276-264-210	117.55	218152		Electric	01687 # 561962001
			CHECK TOTAL	117.55	ACH PMT TOTAL						117.55
0000000	000162	SUFFOLK ENERGIES INC	37634719	1/29/2021		4100-021200-1278-221-210	572.98	218153			01687 # 66740484
			528464	1/31/2021		4100-021200-1278-221-210	1,103.47	218153			01687 # 66740484
			CHECK TOTAL	1,676.45	ACH PMT TOTAL						1,676.45
0000000	000399	SUSSEX COURTHOUSE	NO1 SCVFD-021221	2/12/2021		4100-021500-1254-253-210	1,023.00	218154		Equipment Maintenance	01687 REIMBURSEMENT
			CHECK TOTAL	1,023.00	ACH PMT TOTAL						1,023.00
0000000	000072	SUSSEX-SURRY DISPATCH	CA RENEWAL 2021	1/27/2021		4100-063100-1202-631-630	46.00	218155		Pub., Subsc., Books, Ref. Mat	01687 # 150701
			CHECK TOTAL	46.00	ACH PMT TOTAL						46.00
0000000	001766	THE SUPPLY ROOM	4239223-0	2/10/2021		4100-021600-1247-261-210	337.06	218156		Janitorial Supplies	01687 ANIMAL CONTROL
			4239223-0	2/10/2021		4100-021600-1241-261-210	724.14	218156		Office Supplies	01687 ANIMAL CONTROL
			4240329-0	2/11/2021		4100-031100-1241-311-310	27.44	218156		Office Supplies	01687 COMM OF REV
			CHECK TOTAL	1,088.64	ACH PMT TOTAL						1,088.64
0000000	000485	THOMSON WEST	843814254	2/01/2021		4100-063100-1202-631-630	74.62	218157		Pub., Subsc., Books, Ref. Mat	01687 # 1005559182
			CHECK TOTAL	74.62	ACH PMT TOTAL						74.62
0000000	001833	TRANSUNION RISK & ALTERNA	5687311-202101	2/01/2021		4100-051100-1229-512-510	150.00	218158		Other Professional Services	01687 # 5687311
			CHECK TOTAL	150.00	ACH PMT TOTAL						150.00
0000000	000080	TRI CITY OFFICE PRODUCTS	0137205-001	10/02/2020		4100-062100-1241-621-620	17.17	218159		Office Supplies	01687 # SXCC-0
			0138010-001	12/21/2020		4100-062100-1241-621-620	91.54	218159		Office Supplies	01687 # SXCC-0
			0138010-002	12/22/2020		4100-062100-1241-621-620	17.17	218159		Office Supplies	01687 # SXCC-0
			0138025-001	12/22/2020		4100-062100-1241-621-620	27.40	218159		Office Supplies	01687 # SXCC-0
			0138031-001	1/07/2021		4100-062100-1241-621-620	112.00	218159		Office Supplies	01687 # SXCC-0
			0138192-001	1/15/2021		4100-063100-1241-631-630	94.90	218159		Office Supplies	01687 # SXGMAT-0
			0138192-002	1/19/2021		4100-063100-1241-631-630	180.99	218159		Office Supplies	01687 # SXGMAT-0
			CHECK TOTAL	541.17	ACH PMT TOTAL						541.17

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000184	VA NETWORK FOR VICTIMS	2269	2/01/2021		4100-063100-1203-632-630	150.00	218160		Workshops and Conferences	01687 WYATT, KELLI
											150.00
0000000	000087	VAN CLEEF AUTO PARTS INC	12110	12/17/2020		4100-021600-1265-261-210	388.69	218161		Vehicle Maintenance & Repairs	01687 # 27430
			12124	12/18/2020		4100-021600-1265-261-210	267.18	218161		Vehicle Maintenance & Repairs	01687 # 27430
			608109	12/31/2020		4100-021600-1247-261-210	23.91	218161		Janitorial Supplies	01687 # 27430
			610073	2/12/2021		4100-021500-1265-253-210	12.95	218161		Vehicle Maintenance & Repairs	01687 # 27430
											692.73
0000000	000769	VERIZON	0156873625	1/31/2021		4100-061100-1234-613-610	101.80	218162		Telecommunications	01687 # 850451987000185
											101.80
0000000	001693	VIRGINIA STAFFING GROUP	9921	2/07/2021		4100-021200-1229-221-210	483.20	218163		Other Prof. Ser. & Carpet Clea	01687 # 134
											483.20
0000000	001408	WITMER PUBLIC SAFETY GRP.	2043618	7/06/2020		4100-051500-1244-551-510	36.00	218164		Uniform Services	01687 # SUSCOU
			2043654	7/06/2020		4100-051100-1244-512-510	21.00	218164		Uniform Services	01687 # SUSCOU
			2092383	2/10/2021		4100-021500-1244-253-210	142.16	218164		Uniform Services	01687 # SUSCO2
											199.16
0000000	001915	WYATT, KELLI D.	KDW 020421	2/04/2021		4100-063100-1201-632-630	50.00	218165		Organization Membership	01687 REIMBURSEMENT
											50.00
0000000	001644	XEROX FINANCIAL SERVICES	2407093	12/15/2020		4100-021300-1252-231-210	87.52	218166		Equipment Lease/Rental	01687 # 0200074478001
			2450298	1/15/2021		4100-021300-1252-231-210	118.00	218166		Equipment Lease/Rental	01687 # 0200074478001
			2494182	2/12/2021		4100-021300-1252-231-210	118.00	218166		Equipment Lease/Rental	01687 # 0200074478001
											323.52
0000000	000049	JARRATT HARDWARE	2011-064835	11/06/2020		4100-021200-1272-221-210	45.97	218167		Building Maintenance & Repair	01687 #136
											45.97
											38,115.25
											38,115.25

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 38,115.25- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

[Handwritten Signature]
 DIRECTOR OF FINANCE

[Handwritten Signature]
 COUNTY ADMINISTRATION

[Handwritten Signature]
 DESTE J. TOX, TREASURER

[Handwritten Signature]
 DATE 2-22-21

[Handwritten Signature]
 DATE 2/22/21

P O NO	VENDOR NO	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCRL	ACCOUNT NO	NET AMOUNT	CHECK NO	ACH PMT	G/L ACCOUNT DESC	BATCH INV DESCRIPTION
0000000	000245	00	DC0402102282102	2/25/2021		4100-099900-9999-	847.73	218179		Undistributed Expenses	01689 AFLAC / ALL
			DC0412102282102	2/25/2021		4100-099900-9999-	701.20	218179		Undistributed Expenses	01689 AFLAC(DISABILITY)/
			CHECK TOTAL	1,548.93		00 CPA PMT TOTAL	.00	EPY PMT TOTAL			1,548.93
0000000	000881	ANTHEM BLUE CROSS AND	DC0012102282102	2/25/2021		4100-099900-9999-	40,885.50	218180		Undistributed Expenses	01689 HEALTH INS KEY SIN
			DC0022102282102	2/25/2021		4100-099900-9999-	2,340.00	218180		Undistributed Expenses	01689 HEALTH INS KEY DVA
			DC0032102282102	2/25/2021		4100-099900-9999-	1,138.00	218180		Undistributed Expenses	01689 HEALTH INS KEY FAM
			DC0042102282102	2/25/2021		4100-099900-9999-	939.50	218180		Undistributed Expenses	01689 HEALTH INS 500 FAM
			DC0062102282102	2/25/2021		4100-099900-9999-	2,796.00	218180		Undistributed Expenses	01689 HEALTH INS KEY500
			DC0122102282102	2/25/2021		4100-099900-9999-	939.50	218180		Undistributed Expenses	01689 HEALTH INS 500 CTY
			DC0152102282102	2/25/2021		4100-099900-9999-	1,531.00	218180		Undistributed Expenses	01689 TLC HIGH DEDUCT/FA
			CHECK TOTAL	50,569.50		00 CPA PMT TOTAL	.00	EPY PMT TOTAL			50,569.50
0000000	001021	MINNESOTA LIFE INS CO	DC2002102282102	2/25/2021		4100-099900-9999-	514.57	218181		Undistributed Expenses	01689 OPT. LIFE
			CHECK TOTAL	514.57		00 CPA PMT TOTAL	.00	EPY PMT TOTAL			514.57
			CHECK TOTAL	52,633.00		00 CPA PMT TOTAL	.00	EPY PMT TOTAL			52,633.00
			CHECK TOTAL	52,633.00		00 CPA PMT TOTAL	.00	EPY PMT TOTAL			52,633.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED

THE TOTAL 52,633.00- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2.25.2021

DATE

2-25-21

DATE

2/25/21

DATE

Kelly [Signature]
DIRECTOR OF FINANCE

Robert [Signature]
COUNTY ADMINISTRATION

Debra [Signature]
DEPUTY COX. TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001917	AMAZON CAPITAL SERVICES	IK11-1971-7F4X	2/22/2021	178.51	4100-061100-1241-613-610	178.51	218182	.00	Office Supplies	01688 # ATUJ835E5CTAJC 178.51
00000000	001676	BERKLEY GROUP	NO#1A INV#6	2/16/2021	3,840.00	4100-021400-1225-241-210	3,840.00	218183	.00	Management Consulting Service	01688 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	NO#5 INV#4	2/16/2021	7,900.00	4100-021400-1225-241-210	7,900.00	218183	.00	Management Consulting Service	01688 SUSSEX COUNTY
00000000	001676	BERKLEY GROUP	NO#8 INV#1	2/16/2021	8,400.00	4100-021100-1228-211-210	8,400.00	218183	.00	Contractual Services	01688 SUSSEX COUNTY
00000000	000738	BUTLER'S TOWING AND	7632	2/15/2021	162.50	4100-051100-1265-512-510	162.50	218184	.00	Vehicle Maintenance & Repairs	01688 SUSSEX SHERIFF
00000000	000738	BUTLER'S TOWING AND	7658	2/22/2021	50.00	4100-051100-1265-512-510	50.00	218184	.00	Vehicle Maintenance & Repairs	01688 SUSSEX SHERIFF
00000000	001485	CENTRAL AGRIBUSINESS	JR23353	2/10/2021	77.00	4100-051500-1246-551-510	77.00	218185	.00	Food Supplies	01688 SUSSEX SHERIFF
00000000	001485	CENTRAL AGRIBUSINESS	JR23439	2/18/2021	77.00	4100-051500-1246-551-510	77.00	218185	.00	Food Supplies	01688 SUSSEX SHERIFF
00000000	001630	CHENEY BROTHERS	12-920637161	2/17/2021	2,036.03	4100-051500-1246-551-510	2,036.03	218186	.00	Food Supplies	01688 # 60030700
00000000	000024	CRATER YOUTH CARE	210056	2/12/2021	4,807.00	4100-081800-2110-863-810	4,807.00	218187	.00	Crater Youth Care Commission	01688 FEB 2021 USAGE FEE
00000000	000845	CROWN CASTLE GT COMPANY	33846021	3/01/2021	1,293.42	4100-021500-1252-253-210	1,293.42	218188	.00	Equipment Lease/Rental	01688 # 106663
00000000	000871	CRYSTAL SPRINGS	12841556 021621	2/16/2021	36.92	4100-063100-1277-631-630	36.92	218189	.00	Water Services	01688 # 114253012841556
00000000	000871	CRYSTAL SPRINGS	6091788 010121	1/07/2021	13.88	4100-062100-1277-621-620	13.88	218189	.00	Water Services	01688 # 11421076091788
00000000	000871	CRYSTAL SPRINGS	7302164 020421	2/04/2021	44.14	4100-061100-1277-611-610	44.14	218189	.00	Water Services	01688 # 37281837302164
00000000	000983	DELL MARKETING L.P.	10462987310	2/09/2021	2,869.28	4100-021700-1255-271-210	2,869.28	218190	.00	Maintenance Service Contract	01688 # 1453579
00000000	000902	DOC FARMER'S MARKET	MKT181717	2/16/2021	249.00	4100-051500-1246-551-510	249.00	218191	.00	Food Supplies	01688 SUSSEX COUNTY JAIL
00000000	000902	DOC FARMER'S MARKET	MKT181873	2/22/2021	260.80	4100-051500-1246-551-510	260.80	218191	.00	Food Supplies	01688 SUSSEX COUNTY JAIL
00000000	001651	DOCUMENT SYSTEMS	113235	2/18/2021	19.99	4100-021100-2120-211-210-203	19.99	218192	.00	COVID-19 Expenses	01688 SUSSEX COUNTY
00000000	000084	DOMINION VIRGINIA POWER	1088433121 0221	2/01/2021	112.62	4100-021200-1276-221-210	112.62	218193	.00	Electric	01688 # 1088433121
00000000	000084	DOMINION VIRGINIA POWER	3500335009 0221	2/01/2021	1,838.82	4100-021200-1276-221-210	1,838.82	218193	.00	Electric	01688 # 3500335009
00000000	000084	DOMINION VIRGINIA POWER	4714897313 0221	2/01/2021	293.65	4100-021200-1276-221-210	293.65	218193	.00	Electric	01688 # 4714897313
00000000	000084	DOMINION VIRGINIA POWER	6138125478 0221	2/04/2021	93.61	4100-021600-1276-264-210	93.61	218193	.00	Electric	01688 # 6138125478
00000000	000084	DOMINION VIRGINIA POWER	6860160149 0221	2/01/2021	885.21	4100-021200-1276-221-210	885.21	218193	.00	Electric	01688 # 6860160149
00000000	000084	DOMINION VIRGINIA POWER	7190905005 0221	2/01/2021	431.99	4100-021600-1276-263-210	431.99	218193	.00	Electric	01688 # 7190905005
00000000	000084	DOMINION VIRGINIA POWER	7860242267 0221	2/01/2021	342.99	4100-021200-1276-221-210	342.99	218193	.00	Electric	01688 # 7860242267
00000000	000084	DOMINION VIRGINIA POWER	9560347503 0221	2/01/2021	2,083.34	4100-021200-1276-221-210	2,083.34	218193	.00	Electric	01688 # 7860242267
00000000	000084	DOMINION VIRGINIA POWER	9630317502 0221	2/01/2021	1,255.19	4100-021200-1276-221-210	1,255.19	218193	.00	Electric	01688 # 9560347503
00000000	000084	DOMINION VIRGINIA POWER	9650330005 0221	2/01/2021	909.81	4100-021200-1276-221-210	909.81	218193	.00	Electric	01688 # 9630317502
00000000	000084	DOMINION VIRGINIA POWER	9650330005 0221	2/01/2021	8,247.23	4100-021200-1276-221-210	8,247.23	218193	.00	Electric	01688 # 9650330005

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	A/P CHECK REGISTER	TIME-12 32.41	ActPd - 2021/02	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
00000000	001916	E. ALVIN SMALL FUNERAL HOM	A21-071	2/22/2020	955.00	4100-021100-1299-211-210	00 CPA PHT TOTAL	955.00	218194	0.00	0.00	Miscellaneous Others	01688 SUSSEX COUNTY
													955.00
00000000	001723	GARDAMWORLD SECURITY SERVI	623786	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623787	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623788	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623789	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623790	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623791	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623792	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
00000000	001723	GARDAMWORLD SECURITY SERVI	623793	2/12/2021	994.50	4100-021600-1229-264-210	00 CPA PHT TOTAL	994.50	218195	0.00	0.00	Other Professional Services	01688 # SUS001
					7,956.00			7,956.00					7,956.00
00000000	001605	GLOBAL SIGNAL ACQUISITIONS	33902890	3/01/2021	450.20	4100-021500-1252-253-210	00 CPA PHT TOTAL	450.20	218196	0.00	0.00	Equipment Lease/Renta)	01688 # 393860
					450.20			450.20					450.20
00000000	001740	JOHNSON CONTROLS FIRE	87501256	2/10/2021	482.00	4100-021200-1273-221-210	00 CPA PHT TOTAL	482.00	218197	0.00	0.00	Building Systems Main & Repai	01688 SUSSEX COUNTY
					482.00			482.00					482.00
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-021100-1234-211-210	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-021400-1234-241-210	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-021400-1234-242-210	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-041100-1234-411-410	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-031100-1234-311-310	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-023100-1234-291-230	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-021500-1234-253-210	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-051100-1234-516-510	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
00000000	001550	KINEX NETWORKING SOLUTION	10955	2/19/2021	97.22	4100-063100-1234-631-630	00 CPA PHT TOTAL	97.22	218198	0.00	0.00	Telecommunications	01688 # 383
					875.00			875.00					875.00
00000000	000129	LOGAN SYSTEMS, INC	54674	1/15/2021	1,325.33	4100-062100-1236-621-620	00 CPA PHT TOTAL	1,325.33	218199	0.00	0.00	Microfilming & Scanning Servi	01688 SUSSEX CIRCUIT COU
					1,325.33			1,325.33					1,325.33
00000000	001433	LOWE'S	902194	1/03/2021	186.34	4100-051500-1272-551-510	00 CPA PHT TOTAL	186.34	218200	0.00	0.00	Building Maintenance & Repair	01688 # 99003370360
00000000	001433	LOWE'S	909710	1/29/2021	73.72	4100-051500-1272-551-510	00 CPA PHT TOTAL	73.72	218200	0.00	0.00	Building Maintenance & Repair	01688 # 99003370360
00000000	001433	LOWE'S	911073	2/01/2021	39.30	4100-051500-1272-551-510	00 CPA PHT TOTAL	39.30	218200	0.00	0.00	Building Maintenance & Repair	01688 # 99003370360
					299.36			299.36					299.36
00000000	999999	MACKLIN, JAQUEL	W0056757	2/04/2021	81.08	4100-061100-1213-611-610	00 CPA PHT TOTAL	81.08	218201	0.00	0.00	Witness Fees	01688 COMMONWEALTH WITNE
					81.08			81.08					81.08
00000000	000540	NOLAND COMPANY	347281 01	2/01/2021	423.06	4100-051500-1272-551-510	00 CPA PHT TOTAL	423.06	218202	0.00	0.00	Building Maintenance & Repair	01688 # 00876-000636
					423.06			423.06					423.06
00000000	000056	OMEN FORD, INC	12299	2/23/2021	66.40	4100-021400-1265-242-210	00 CPA PHT TOTAL	66.40	218203	0.00	0.00	Vehicle Maintenance & Repairs	01688 SUSSEX COUNTY
					66.40			66.40					66.40
00000000	001226	R. M. WILKINSON OIL CO, INC	21954	2/05/2021	156.00	4100-051500-1273-551-510	00 CPA PHT TOTAL	156.00	218204	0.00	0.00	Building Systems Main & Repai	01688 SUSSEX SHERIFF
					156.00			156.00					156.00
00000000	000832	SAH'S CLUB DIRECT	1770	1/09/2021	43.52	4100-051500-1293-551-510	00 CPA PHT TOTAL	43.52	218205	0.00	0.00	Inmate Medical Expenses	01688 # 0402188473177
					43.52			43.52					43.52

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000832		1770	1/09/2021		4100-051500-1277-551-510	51.84	218205		Water Services	01688 # 0402188473177
0000000	000832		1770	1/09/2021		4100-051500-1247-551-510	185.24	218205		Janitorial Supplies	01688 # 0402188473177
0000000	000832		1781	1/09/2021		4100-051500-1247-551-510	134.84	218205		Janitorial Supplies	01688 # 0402188473177
0000000	000832		2422	12/23/2020		4100-051500-1247-551-510	42.72	218205		Janitorial Supplies	01688 # 0402188473177
	DISC. TOTAL			458.16	ACH PMT TOTAL						458.16
0000000	001787	SIMPLE COM	9045-OTS	2/10/2021		4100-021100-1234-211-210	37.32	218206		Telecommunications	01688 SUSSEX COUNTY
0000000	001787		9046	2/10/2021		4100-021100-1234-211-210	1,065.00	218206		Telecommunications	01688 SUSSEX COUNTY
	DISC. TOTAL			1,102.32	ACH PMT TOTAL						1,102.32
0000000	000162	SUFFOLK ENERGIES INC	526411	12/31/2020		4100-021200-1278-221-210	57.70	218207		Oil	01688 # 66740484
0000000	000162		526411	12/31/2020		4100-021600-1278-264-210	815.30	218207		Diesel Fuel	01688 # 66740484
0000000	000162		526411	12/31/2020		4100-021600-1264-261-210	316.27	218207		Mileage	01688 # 66740484
	DISC. TOTAL			1,189.27	ACH PMT TOTAL						1,189.27
0000000	001822	TFELTSWELDING,LLC	TFELTS 021621	2/16/2021		4100-051500-1272-551-510	966.00	218208		Building Maintenance & Repair	01688 SUSSEX SHERIFF
	DISC. TOTAL			966.00	ACH PMT TOTAL						966.00
0000000	001766	THE SUPPLY ROOM	424984-0	2/19/2021		4100-051100-1241-512-510	40.14	218209		Office Supplies	01688 SHERIFF DEPT
0000000	001766		4246744-0	2/23/2021		4100-021100-1241-211-210	206.95	218209		Office Supplies	01688 SUSSEX ADMIN
	DISC. TOTAL			247.09	ACH PMT TOTAL						247.09
0000000	000296	TREASURER OF VIRGINIA	PAYOFF	2/17/2021		4100-095000-9330-	144,084.70	218210		DMCD Loan-WoodFuel Dev Reimb	01688 LOAN#11-CED-20
	DISC. TOTAL			144,084.70	ACH PMT TOTAL						144,084.70
0000000	000080	TRI CITY OFFICE PRODUCTS	0138365-001	2/05/2021		4100-063100-1241-631-630	215.75	218211		Office Supplies	01688 # SXCHAT-0
0000000	000080		0138365-002	2/08/2021		4100-063100-1241-631-630	104.55	218211		Office Supplies	01688 # SXCHAT-0
0000000	000080		0138400-001	2/16/2021		4100-063100-1233-631-630	40.00	218211		Printing	01688 # SXCHAT-0
0000000	000080		0138465-001	2/16/2021		4100-063100-1241-631-630	440.03	218211		Office Supplies	01688 # SXCHAT-0
	DISC. TOTAL			800.33	ACH PMT TOTAL						800.33
0000000	000407	U.S. POSTAL SERVICE	USPS 021621	2/16/2021		4100-041100-1231-411-410	3,000.00	218212		Postage	01688 ACCT# 31068257
	DISC. TOTAL			3,000.00	ACH PMT TOTAL						3,000.00
0000000	000374	V.A.A.O.	VA40 20 DMES	2/10/2021		4100-031100-1201-311-310	105.00	218213		Organization Membership	01688 ACCT# 133
	DISC. TOTAL			105.00	ACH PMT TOTAL						105.00
0000000	000039	VERIZON WIRELESS	9871037630	1/10/2021		4100-011100-1234-111-110	137.29	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021100-1234-211-210	275.95	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021200-1234-221-210	89.50	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021300-1234-231-210	218.85	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021400-1234-241-210	89.33	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021400-1234-242-210	107.96	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021500-1234-253-210	88.90	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-261-210	227.31	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-262-210	194.90	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021600-1234-263-210	40.01	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-031100-1234-311-310	40.01	218214		Telecommunications	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-021100-1230-211-210-203	107.96	218214		COVID-19 Expenses	01688 # 805250394-00001
0000000	000039		9871037630	1/10/2021		4100-023100-1234-291-230	40.01	218214		Telecommunications	01688 # 805250394-00001
	DISC. TOTAL			1,657.98	ACH PMT TOTAL						1,657.98

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000 000039		9873726374	2/19/2021		4100-021100-1299-211-210	217.80	218220		Miscellaneous Others	01688 # 742284843-00001
0000000 000039		9873726374	2/19/2021		4105-071100-1234-711-710	2,786.82	218220		Telecommunications	01688 # 742284843-00001
DISC. TOTAL	.00	CHECK TOTAL	4,604.49	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	4,604.49
	9.00	CHECK TOTAL	216,502.47	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	216,502.47
	9.00	CHECK TOTAL	216,502.47	ACH PMT TOTAL	.00 CPA PMT TOTAL	.00	EPY PMT TOTAL		.00	216,502.47

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 THE TOTAL 216,502.47- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2/25/2021
 DATE

2-25-21
 DATE

2/25/21
 DATE

Kerry M. ...
 DIRECTOR OF FINANCE
Rubén ...
 COUNTY ADMINISTRATION
Desti J. ...
 DESTE J. FOX, TREASURER

PAYROLL DEDUCTION CHECKS



P/O NO	VEND NO	VENDOR NAME	INVOICE NO	INVOICE DATE	ACCOUNT NO	NET AMOUNT	CHECK NO	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040210228210200	2/26/2021	100-000200-0100-	759.72	218169		00000
00000	000245		DC040210228210200	2/26/2021	105-000200-0100-	143.87	218169		00000
00000	000245		DC041210228210200	2/26/2021	100-000200-0100-	561.69	218169		00000
00000	000245		DC041210228210200	2/26/2021	105-000200-0100-	178.51	218169		00000
					CHECK TOTAL	1,642.79			
00000	000881	ANTHEM BLUE CROSS AND	DC001210228210200	2/26/2021	100-000200-0100-	30,769.50	218170		00000
00000	000881		DC001210228210200	2/26/2021	105-000200-0100-	10,537.50	218170		00000
00000	000881		DC002210228210200	2/26/2021	100-000200-0100-	1,560.00	218170		00000
00000	000881		DC002210228210200	2/26/2021	105-000200-0100-	780.00	218170		00000
00000	000881		DC003210228210200	2/26/2021	100-000200-0100-	1,138.00	218170		00000
00000	000881		DC004210228210200	2/26/2021	100-000200-0100-	939.50	218170		00000
00000	000881		DC006210228210200	2/26/2021	100-000200-0100-	2,795.00	218170		00000
00000	000881		DC012210228210200	2/26/2021	100-000200-0100-	939.50	218170		00000
00000	000881		DC015210228210200	2/26/2021	100-000200-0100-	1,531.00	218170		00000
					CHECK TOTAL	50,991.00			
00000	001397	LEGAL SHIELD	DC097210228210200	2/26/2021	100-000200-0100-	11.98	218171		00000
00000	001397		DC097210228210200	2/26/2021	105-000200-0100-	31.90	218171		00000
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210228210200	2/26/2021	100-000200-0100-	398.72	218172		00000
00000	001021		DC200210228210200	2/26/2021	105-000200-0100-	119.00	218172		00000
					CHECK TOTAL	517.72			
00000	000872	NATIONWIDE RETIREMENT	DC090210228210200	2/26/2021	100-000200-0100-	745.00	218173		00000
00000	000872		DC090210228210200	2/26/2021	105-000200-0100-	195.00	218173		00000
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210228210200	2/26/2021	100-000200-0100-	238.34	218174		00000
					CHECK TOTAL	238.34			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114210228210200	2/26/2021	100-000200-0100-	121.33	218175		00000
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080210228210200	2/26/2021	100-000200-0100-	2,371.76	218176		00000
					CHECK TOTAL	2,371.76			
00000	000831	VACORP	DC035210228210200	2/26/2021	100-000200-0100-	167.41	218177		00000
00000	000831		DC035210228210200	2/26/2021	105-000200-0100-	112.89	218177		00000
					CHECK TOTAL	280.30			
00000	001027	VALIC RETIREMENT	DC091210228210200	2/26/2021	100-000200-0100-	1,115.00	218178		00000
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	58,262.12			
					FINAL TOTAL	58,262.12			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED
 THE TOTAL 58,262.12- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

2-24-21
 DATE

[Signature]

[Signature]
 COUNTY ADMINISTRATOR

[Handwritten mark]

P/O NO	VEND NO	VENDOR NAME	INVOICE NO	INVOICE DATE	ACCOUNT NO	NET AMOUNT	CHECK NO	BATCH	DESCRIPTION
00000	000245	AFLAC	DC040210216210200	2/16/2021	100-000200-0100-	813.58	218066	00000	
00000	000245		DC040210216210200	2/16/2021	105-000200-0100-	143.87	218066	00000	
00000	000245		DC041210216210200	2/16/2021	100-000200-0100-	600.69	218066	00000	
00000	000245		DC041210216210200	2/16/2021	105-000200-0100-	178.51	218066	00000	
					CHECK TOTAL	1,736.65			
00000	000881	ANTHEM BLUE CROSS AND	DC001210216210200	2/16/2021	100-000200-0100-	32,034.00	218067	00000	
00000	000881		DC001210216210200	2/16/2021	105-000200-0100-	9,694.50	218067	00000	
00000	000881		DC002210216210200	2/16/2021	100-000200-0100-	1,560.00	218067	00000	
00000	000881		DC002210216210200	2/16/2021	105-000200-0100-	780.00	218067	00000	
00000	000881		DC003210216210200	2/16/2021	100-000200-0100-	1,138.00	218067	00000	
00000	000881		DC004210216210200	2/16/2021	100-000200-0100-	939.50	218067	00000	
00000	000881		DC006210216210200	2/16/2021	100-000200-0100-	2,796.00	218067	00000	
00000	000881		DC012210216210200	2/16/2021	100-000200-0100-	939.50	218067	00000	
00000	000881		DC015210216210200	2/16/2021	100-000200-0100-	1,531.00	218067	00000	
					CHECK TOTAL	51,412.50			
00000	001397	LEGAL SHIELD	DC097210216210200	2/16/2021	100-000200-0100-	11.98	218068	00000	
00000	001397		DC097210216210200	2/16/2021	105-000200-0100-	31.90	218068	00000	
					CHECK TOTAL	43.88			
00000	001021	MINNESOTA LIFE INS CO	DC200210216210200	2/16/2021	100-000200-0100-	401.87	218069	00000	
00000	001021		DC200210216210200	2/16/2021	105-000200-0100-	119.00	218069	00000	
					CHECK TOTAL	520.87			
00000	000872	NATIONWIDE RETIREMENT	DC090210216210200	2/16/2021	100-000200-0100-	745.00	218070	00000	
00000	000872		DC090210216210200	2/16/2021	105-000200-0100-	195.00	218070	00000	
					CHECK TOTAL	940.00			
00000	001570	NEW JERSEY FAMILY	DC108210216210200	2/16/2021	100-000200-0100-	238.34	218071	00000	
					CHECK TOTAL	238.34			
00000	001851	NYS CHILD SUPPORT PROCESS	DC114210216210200	2/16/2021	100-000200-0100-	121.33	218072	00000	
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080210216210200	2/16/2021	100-000200-0100-	2,371.76	218073	00000	
					CHECK TOTAL	2,371.76			
00000	000831	VACORP	DC035210216210200	2/16/2021	100-000200-0100-	167.41	218074	00000	
00000	000831		DC035210216210200	2/16/2021	105-000200-0100-	112.89	218074	00000	
					CHECK TOTAL	280.30			
00000	001027	VALIC RETIREMENT	DC091210216210200	2/16/2021	100-000200-0100-	1,115.00	218075	00000	
					CHECK TOTAL	1,115.00			
					CLASS TOTAL	58,780.63			
					FINAL TOTAL	58,780.63			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL, \$58,780.63, EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

DATE: 2/16/21
 COUNTY ADMINISTRATOR: *Danville J. Williams*

Danville J. Williams
 2/19/21

SUSSEX COUNTY
TREASURER'S REPORT

SUBMITTED BY DESTE J. COX, TREASURER

February 28, 2021



TREASURER'S OFFICE

DESTE JARRATT COX
TREASURER
SUSSEX COUNTY

15074 COURTHOUSE ROAD
P.O. BOX 1399
SUSSEX, VA. 23884

Phone (434)246-1086 or
(434)246-1087
Fax (434)246-2347

Statement of money in the banks to the credit of Sussex County as shown by the Treasurer's books at the close of business February 28, 2021

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$113,486.71	
Plus Cr Card Merch Fee - in bank, not in office---JE-----	\$621.30	
Plus Bank Service Charge - in bank, not in office---JE-----	\$181.96	
Plus Cr Card Deposits in Transit - in office, not in bank-----	\$2,486.23	
Less Outstanding Checks not cleared bank-----		\$116,776.20

BSV #301- STONY CREEK, VA

Bank Balance-----	\$5,052,739.10	
Plus Deposits in Transit - in office, not in bank-----	\$1,269.60	
Plus Bank Service Charge - in bank, not in office---JE-----	\$11.89	
Plus NSF Check - in bank, not in office-----	\$405.13	
Less Outstanding Checks not cleared bank-----	(\$1,176,304.61)	
Less Deposits in Transit - in bank, not in office-----	(\$7,291.55)	\$3,870,829.56

SONA #401- WAVERLY, VA

Bank Balance-----	\$17,222.40	
Less Deposits in Transit - in bank, not in office-----	(\$0.66)	\$17,221.74
Investments and CD's-----		
#30380034 - SONA #451	\$2,296,447.97	
#30371954 - SONA #451	\$1,010,220.63	
#30381744 - SONA #451	\$2,000,000.00	
		\$5,306,668.60

QZAB -06 #702 Investment Balance----- \$1,802,343.38

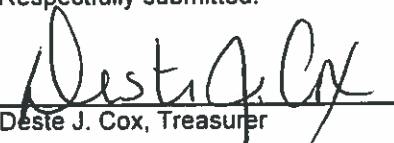
LGIP INVESTMENT #803 Investment Balance----- \$2,384,985.00

VA INV POOL #804 Investment Balance----- \$7,619,159.05

TOTAL IN BANKS REC W/GL----- \$21,117,983.53

Letters or statements from each of the above mentioned banks are on file in the Treasurer's Office of Sussex County certifying the balance as listed above.

Respectfully submitted:


Deste J. Cox, Treasurer

kbe

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000000-0000	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
	TREASURER'S ACCOUNTABILITY FUND	.00	.00	.00	.00
		.00	.00	.00	.00
000100-0000	ASSETS	.00	.00	.00	.00
000100-0101	Cash in Office - Treasurer	600.00	600.00	1,000.00	1,000.00
000100-0201	BB&T - MM Checking	5,486,539.69	5,948,157.27	122,871.15	116,776.20
000100-0251	BB&T - CD's	.00	.00	.00	.00
000100-0252	BB&T - Repos	.00	.00	.00	.00
000100-0301	BSV - MM Checking	370,211.57	55,994.66	4,457,714.13	3,870,829.56
000100-0302	BSV - Investment Acct	.00	.00	.00	.00
000100-0351	BSV - CD's	.00	.00	.00	.00
000100-0352	BSV - Repos	.00	.00	.00	.00
000100-0401	SONA BANK (SB) CHECKING	306,523.36	16,528.96	14,504.42	17,221.74
000100-0451	SONA BANK (SB) CD'S	2,219,253.59	2,228,143.93	3,247,108.11	5,306,668.60
000100-0452	SONA BANK (SB) REPOS	.00	.00	.00	.00
000100-0701	Bank of America QZAB Acct	802,180.47	880,074.23	957,943.21	.00
000100-0702	Bk of America QZAB 06 Escrow	1,363,930.56	1,506,587.41	1,652,917.16	1,802,343.38
000100-0803	LGIP - Investments	4,615,757.54	2,444,842.61	6,355,317.00	2,384,985.00
000100-0804	VIP - Investments	.00	4,525,220.96	2,107,586.09	7,619,159.05
000100-0805	Mentor Snap - VPSA Bond Proceeds	.00	.00	.00	.00
000100-0806	Va.Snap/PFM-VPSA Int. Acct	.00	.00	.00	.00
000100-0901	NSF Checks	2,929.56	852.76	688.46	746.31
	ASSETS	15,167,926.34	17,607,002.79	18,917,649.73	21,119,729.84
	TOTAL ASSETS	15,167,926.34	17,607,002.79	18,917,649.73	21,119,729.84
000300-0000	FUND EQUITY	.00	.00	.00	.00
000300-0100	General Fund	7,837,651.84	10,120,971.06	8,260,770.68	10,853,608.61
000300-0105	VPA Fund	.00	.00	83,940.80	46,395.18
000300-0110	CSA Fund	131,558.50	46,579.72	56,423.82	52,891.52
000300-0115	BJA Trust Fund	.00	.00	.00	.00
000300-0120	IPR Loan Program Fund	.00	.00	.00	.00
000300-0121	IPR Program Income Fund (11/02)	36,300.83	38,856.92	25,832.44	19,327.00
000300-0122	Disaster Recovery Relief Fund	.00	.00	.00	.00
000300-0123	CDBG Housing Program	58,821.99	59,166.99	59,677.99	60,132.99
000300-0124	Sussex Gardens Proj FD (Revl FD)	.00	.00	.00	.00
000300-0125	Drug Forfeiture Fund	17,526.99	27,219.83	17,312.40	11,806.65
000300-0135	Reserve for CP and DS	3,579,875.02	3,596,905.02	5,622,609.02	5,460,684.53
000300-0140	Criminal Justice Reserve Fund	.00	.00	.00	.00
000300-0201	Law Library Fund	28,135.26	28,873.14	30,164.31	31,295.00
000300-0251	School Fund	.00	.00	.00	.00
000300-0252	School Food Services Fund	3,912.62	60,357.25	55,104.26	145,086.13
000300-0253	Summer Food Service Fund	5,535.81	5,933.61	11,351.80	.00
000300-0254	Title and Grant fund	525,520.45	548,555.86	850,435.08	984,347.88

BALANCE SHEET - COMPARATIVE PERIODS

2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND

GL070C

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021
		Bal. Sheet 2017/07 Thru 2018/02	Bal. Sheet 2018/07 Thru 2019/02	Bal. Sheet 2018/07 Thru 2020/02	Bal. Sheet 2020/07 Thru 2021/02
000300-0255	School Textbook Fund	256,142.36-	138,955.72-	76,470.57-	82,595.80-
000300-0256	Smart Beg,Early Childhood Dev	.00	.00	.00	.00
000300-0301	School Capital Projects Fund	198,033.05-	200,230.05-	203,676.05-	207,182.05-
000300-0302	General Capital Projects Fund	331,368.35-	337,502.66-	656,921.74-	1,051,015.86-
000300-0303	Elementary School Capital Proj Fund	.00	.00	.00	.00
000300-0305	Mega Site - Industrial Park Fund	86,740.39	141,535.27	29,525.77	29,525.77
000300-0306	Cabin Point - Industrail Park Fund	9,723.89	16,523.88	19,723.88	45,814.50-
000300-0307	Henry - Industrial Park Fund	113,991.84-	113,991.84-	153,980.77-	153,980.77-
000300-0723	Robert Mitchell Scholarship Fund	25,183.17-	25,284.17-	25,469.17-	25,634.17-
000300-0724	Waw/Wak Rotary Scholarship Fund	31,004.86-	34,316.86-	32,553.86-	30,716.86-
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	30,139.83-	30,975.83-	32,177.83-	33,368.83-
000300-0726	Millard D. Stith Sch. Fund	100,000.00-	102,424.00-	102,582.00-	.00
000300-0733	Special Welfare Fund	952.67-	11,307.57-	22,198.33-	59,475.64-
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00
	FUND EQUITY	12,944,248.92-	15,156,475.01-	16,217,555.63-	19,220,051.16-
	TOTAL PRIOR YR FUND BALANCE	12,944,248.92-	15,156,475.01-	16,217,555.63-	19,220,051.16-
000400-0000	OTHER ACCOUNTS	.00	.00	.00	.00
000400-0001	Treasurer's Deferred Account	1,344.51-	.00	.00	.00
000400-0002	Cash Over and Short	63.86-	5.79-	51.62-	177.25-
000400-0011	Overpayments	.00	.00	.00	.00
000400-0012	Prepaid Taxes - PP	9,493.18-	3,621.25-	3,495.27-	4,739.51-
000400-0013	Prepaid Taxes - RE	21,406.34-	35,932.60-	21,451.84-	28,183.54-
000400-0014	Available PTR for Distrib \$1.093M	.00	.00	.00	.00
000400-0015	Escrow Acct. QZAB 2005	802,180.47-	880,074.23-	957,943.21-	.00
000400-0016	QZAB 2006 Escrow Acct.	1,363,930.56-	1,506,587.41-	1,652,917.16-	1,802,343.38-
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	70,610.00-	76,735.00-	64,235.00-	64,235.00-
000400-0101	Commonwealth Current Credit Account	.00	.00	.00	.00
000400-0102	Commonwealth Current Debit Account	.00	.00	.00	.00
000400-0103	Commonwealth Cur C-DHCD Ln-Woodfued	.00	.00	.00	.00
000400-0104	Escrow Sheriff's Sales (SHSALE)	.00	.00	.00	.00
000400-0150	Health Insurance Cont. Fund (HINS)	45,351.50	52,428.50	.00	.00
	OTHER ACCOUNTS	2,223,677.42-	2,450,527.78-	2,700,094.10-	1,899,678.68-
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
000401-0101	Escrow for Fire Dept. Vehicles	.00	.00	.00	.00
000401-0102	Escrow for Rescue Vehicles	.00	.00	.00	.00
	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00
		2,223,677.42-	2,450,527.78-	2,700,094.10-	1,899,678.68-
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00
000501-0000	UNCOLLECTED TAXES - RE	.00	.00	.00	.00
000501-1990	Real Estate - 1990	.00	.00	.00	.00
000501-1991	Real Estate - 1991	.00	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS

2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000501-1992	Real Estate - 1992	.00	.00	.00	.00
000501-1993	Real Estate - 1993	.00	.00	.00	.00
000501-1994	Real Estate - 1994	.00	.00	.00	.00
000501-1995	Real Estate - 1995	.00	.00	.00	.00
000501-1996	Real Estate - 1996	.00	.00	.00	.00
000501-1997	Real Estate - 1997	.00	.00	.00	.00
000501-1998	Real Estate - 1998	86.04	.00	.00	.00
000501-1999	REAL ESTATE - 1999	121.68	121.68	.00	.00
000501-2000	Real Estate - 2000	168.00	168.00	168.00	168.00
000501-2001	Real Estate - 2001	168.00	168.00	168.00	168.00
000501-2002	Real Estate - 2002	182.00	182.00	182.00	182.00
000501-2003	Real Estate - 2003	182.00	182.00	182.00	182.00
000501-2004	REAL ESTATE - 2004	187.85	187.85	187.85	187.85
000501-2005	Real Estate - 2005	187.85	187.85	187.85	187.85
000501-2006	Real Estate - 2006	161.28	161.28	161.28	161.28
000501-2007	Real Estate - 2007	161.28	161.28	161.28	161.28
000501-2008	REAL ESTATE - 2008	274.41	274.41	264.55	264.55
000501-2009	RE - 2009	529.20	529.20	442.26	442.26
000501-2010	Real Estate - 2010	1,185.54	907.62	613.44	462.24
000501-2011	Real Estate - 2011	2,095.05	1,657.33	613.44	462.24
000501-2012	Real Estate - 2012	4,139.54	3,015.21	1,343.28	894.01
000501-2013	Real Estate - 2013	10,096.73	5,981.92	3,227.60	2,270.85
000501-2014	Real Estate - 2014	20,158.09	11,841.32	6,013.92	4,481.42
000501-2015	Real Estate - 2015	39,020.96	28,374.34	10,087.96	6,234.98
000501-2016	Real Estate - 2016	115,205.55	69,253.76	30,667.53	16,391.46
000501-2017	Real Estate - 2017	282,756.80	127,059.66	62,300.54	30,992.35
000501-2018	Real Estate - 2018	.00	300,072.67	116,036.28	58,883.11
000501-2019	Real Estate - 2019	.00	.00	298,564.86	107,643.97
000501-2020	Real Estate - 2020	.00	.00	.00	259,405.42
000501-2021	Real Estate - 2021	.00	.00	.00	.00
000501-9999	Reserve - Real Estate Taxes UNCOLLECTED TAXES - RE	477,067.85-	550,487.38-	531,573.92-	490,227.12-
000502-0000	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000502-2005	PP - 2005	.00	.00	.00	.00
000502-2006	PP - 2006	.00	.00	.00	.00
000502-2007	PP - 2007	.00	.00	.00	.00
000502-2008	PP - 2008	.00	.00	.00	.00
000502-2009	PP - 2009	.00	.00	.00	.00
000502-2010	PP - 2010	.00	.00	.00	.00
000502-2011	PP - 2011	.00	.00	.00	.00
000502-2012	PP - 2012	.00	.00	.00	.00
000502-2013	PP - 2013	11,993.67	.00	.00	.00

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2021/02

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018	FY/2019	FY/2020	FY/2021
		Bal. Sheet 2017/07 Thru 2018/02	Bal. Sheet 2018/07 Thru 2019/02	Bal. Sheet 2019/07 Thru 2020/02	Bal. Sheet 2020/07 Thru 2021/02
000502-2014	PP - 2014	22,891.86	20,161.70	.00	.00
000502-2015	PP - 2015	26,871.45	22,053.59	16,107.41	15,216.10
000502-2016	PP - 2016	122,633.48	97,550.74	86,763.78	30,473.20
000502-2017	PP - 2017	426,204.62	59,044.79	28,780.40	21,534.21
000502-2018	PP - 2018	.00	303,412.13	41,250.76	25,252.88
000502-2019	PP - 2019	.00	.00	359,549.18	61,938.47
000502-2020	PP - 2020	.00	.00	.00	398,102.16
000502-2021	PP - 2021	.00	.00	.00	.00
000502-9999	Reserve - PP Taxes	610,595.08-	502,222.95-	532,451.53-	552,517.02-
	UNCOLLECTED TAXES - PP	.00	.00	.00	.00
000503-0000	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000503-2006	PSC - 2006	.00	.00	.00	.00
000503-2007	PSC - 2007	.00	.00	.00	.00
000503-2008	PSC - 2008	.00	.00	.00	.00
000503-2009	PSC - 2009	.00	.00	.00	.00
000503-2010	PSC - 2010	.00	.00	.00	.00
000503-2011	PSC - 2011	.00	.00	.00	.00
000503-2012	PSC - 2012	.00	.00	.00	.00
000503-2013	PSC - 2013	.00	.00	.00	.00
000503-2014	PSC - 2014	.00	.00	.00	.00
000503-2015	PSC - 2015	.00	.00	.00	.00
000503-2016	PSC - 2016	.00	.00	.00	.00
000503-2017	PSC - 2017	.00	.00	.00	.00
000503-2018	PSC - 2018	.00	.00	.00	.00
000503-2019	PSC - 2019	.00	.00	3,661.87	.00
000503-2020	PSC - 2020	.00	.00	.00	.00
000503-2021	PSC - 2021	.00	.00	.00	.00
000503-9999	Reserve - PSC Taxes	.00	.00	3,661.87-	.00
	UNCOLLECTED TAXES - PSC	.00	.00	.00	.00
000504-0000	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000504-2015	BL - 2015	.00	.00	.00	.00
000504-2016	BL - 2016	.00	.00	.00	.00
000504-2017	BL - 2017	.00	.00	.00	.00
000504-2018	BL - 2018	32.00-	32.00-	.00	.00
000504-2019	BL - 2019	.00	128.79	.00	.00
000504-2020	BL - 2020	.00	.00	633.40	.00
000504-2021	BL - 2021	.00	.00	.00	2,377.82
000504-2022	BL - 2022	.00	.00	.00	.00
000504-9999	Reserve for Buisness License	32.00	96.79-	633.40-	2,377.82-
	UNCOLLECTED BUISNESS LICENSE	.00	.00	.00	.00
000520-0000	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000520-0001	DMV Withholding Fees Receivable	.00	.00	50.00-	50.00-

BALANCE SHEET - COMPARATIVE PERIODS
2017/07 - 2021/02

FUND #-999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2018 Bal. Sheet 2017/07 Thru 2018/02	FY/2019 Bal. Sheet 2018/07 Thru 2019/02	FY/2020 Bal. Sheet 2019/07 Thru 2020/02	FY/2021 Bal. Sheet 2020/07 Thru 2021/02
000520-9999	Reserve for DMV Withholding Fees	.00	.00	50.00	50.00
	DMV REGISTRATION WITHHOLDING FEES	.00	.00	.00	.00
000521-0000	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000521-0001	Administrative Fees Receivable	.00	.00	.00	.00
000521-9999	Reserve for Administrative Fees	.00	.00	.00	.00
	UNCOLLECTED ADMINISTRATIVE FEES	.00	.00	.00	.00
000600-0000	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
	UNCOLLECTED TAXES - STATE	.00	.00	.00	.00
000601-0000	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
000601-2009	State Income Tax - 2009	.00	.00	.00	.00
000601-2010	State Income Tax - 2010	.00	.00	.00	.00
000601-2011	State Income Tax - 2011	.00	.00	.00	.00
000601-2012	State Income Tax - 2012	.00	.00	.00	.00
000601-2013	State Income Tax - 2013	.00	.00	.00	.00
000601-2014	State Income Tax - 2014	.00	.00	.00	.00
000601-2015	State Income Tax - 2015	.00	.00	.00	.00
000601-2016	State Income Tax - 2016	3,876.58	.00	.00	.00
000601-2017	State Income Tax - 2017	24.00	.00	.00	.00
000601-2018	State Income Tax - 2018	.00	.00	8,632.00	.00
000601-2019	State Income Tax - 2019	.00	.00	.00	.00
000601-2020	State Income Tax - 2020	.00	.00	.00	.00
000601-2021	State Income Tax - 2021	.00	.00	.00	.00
000601-9999	Reserve - State Income	3,900.58-	.00	8,632.00-	.00
	UNCOLLECTED TAXES - SI	.00	.00	.00	.00
		.00	.00	.00	.00
000702-0000	IPR Loan Payments Receivable	3,541.61	3,951.09	6,444.40	8,510.62
000702-9999	Reserve for IPR Loan Payments	3,541.61-	3,951.09-	6,444.40-	8,510.62-
	IPR Loan Payments Receivable	.00	.00	.00	.00
000703-0000	CDBG Loan Payments Receivable	.00	.00	.00	.00
000703-9999	Reserve for CDBG Loan Payments	.00	.00	.00	.00
	CDBG Loan Payments Receivable	.00	.00	.00	.00
		.00	.00	.00	.00

SUSSEX COUNTY
FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

February 28, 2021

SUSSEX COUNTY - DESTE J. COX, TREASURER

REVENUE/EXPENDITURE SUMMARY REPORT

FEBRUARY 28, 2021

General Fund

REVENUES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 2/28/2021	PRIOR FY - YTD Through 2/28/2020	COLLECTED % YTD
Real Estate - 2020				4,993,400	76,771	4,902,282	4,866,682	98.2%
Public Service Corp - 2020				792,560	0	746,151	762,817	94.1%
Personal Property - 2020				2,742,650	82,933	2,710,717	2,285,381	98.8%
Machinery & Tools - 2020				1,118,800	0	1,097,731	1,107,709	98.1%
Local Sales & Use Taxes (net)				849,528	92,488	639,085	638,819	75.2%
Transient Occupancy Tax				48,000	2,567	20,674	35,822	43.1%
Consumer Utility Taxes				92,000	15,517	58,596	59,101	63.7%
Business License Taxes				61,300	10,567	38,711	43,496	63.2%
Motor Vehicle Licenses				224,850	15,690	195,384	194,297	86.9%
Landfill Tipping Fees				5,536,489	406,001	3,832,336	4,531,693	69.2%
Delinquent Taxes RE				122,000	16,013	157,594	164,089	129.2%
Delinquent Tax Personal Property				80,500	2,378	75,472	58,076	93.8%
Penalties - All Property				92,000	19,206	66,172	79,178	71.9%
Interest - All Property				23,000	3,468	34,884	19,102	151.7%
Court Fines				1,125,000	61,866	436,395	759,119	38.8%
State				5,574,938	463,001	4,821,541	3,164,394	86.5%
Designated Use of Fund Balance				3,491,270	0	0	1,002,126	0.0%
EXPENDITURES				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 2/28/2021	PRIOR FY - YTD Through 2/28/2020	SPENT % YTD
General Government				4,793,931	414,511	3,159,430	1,482,025	65.9%
Judicial Administration				1,168,798	91,784	740,833	697,697	63.4%
Fire, Rescue, EMS				2,078,411	145,349	1,156,571	1,211,307	55.6%
Sheriff's Operations & Jail				4,751,085	324,364	2,745,805	2,748,775	57.8%
Public Works				1,612,087	93,393	797,478	941,898	49.5%
Health & Welfare				870,386	140,304	501,398	533,742	57.6%
Education				8,003,652	554,421	3,519,492	4,450,219	44.0%
Parks Rec & Cultural Enrichment				240,065	0	186,299	172,524	77.6%
Planning/Community Dev				2,963,926	58,529	1,531,077	1,024,412	51.7%
Debt Service				1,421,641	144,085	1,615,033	1,845,814	113.6%

* FYE20 includes additional month fees in amount of \$536,509

** FYE21 Includes \$973,580 Cares Act Funds & \$469,151 Broadband Cares Act Funds

*** FYE21 Includes Cares Act Expenditures

				ANNUAL	CURRENT MONTH	ACTUAL 2/28/2021	YTD 2/28/2020	Spent %
EXPENDITURES			BUDGET	ACTIVITY	YEAR TO DATE	PRIOR FISCAL YEAR	YTD	
Board of Supervisors			210,117	9,499	127,865	101,357	60.9%	
Administration			3,315,373	227,950	2,339,705	685,793	70.6%	
IT & Central Acct			38,765	2,869	40,294	32,602	103.9%	
County Attorney			150,000	7,500	79,269	112,364	52.8%	
Registrar/Board of Elections			243,798	115,897	139,009	114,185	57.0%	
Com of Rev/Reassess			415,431	20,396	173,243	164,203	41.7%	
Treas/Lic Bureau			420,448	30,400	260,045	271,520	61.8%	
General Government			4,793,931	414,511	3,159,430	1,482,025	65.9%	
Courts			98,324	4,687	57,362	54,924	58.3%	
Clerk of Courts			406,111	30,297	244,832	240,042	60.3%	
Com Atty/Vic Wit			664,363	56,799	438,640	402,730	66.0%	
Judicial Administration			1,168,798	91,784	740,833	697,697	63.4%	
Fire/Rescue/EMS			1,710,023	111,246	901,620	1,059,120	52.7%	
Animal Control			368,388	34,102	254,952	152,188	69.2%	
Fire, Rescue, EMS			2,078,411	145,349	1,156,571	1,211,307	55.6%	
Court Sec/Spot/FO/E911			2,818,138	173,663	1,608,676	1,526,576	57.1%	
Confinement of Inmates			1,812,050	125,283	1,051,081	1,146,512	58.0%	
Crater Crim Justice Aca.			120,897	25,417	86,048	75,687	71.2%	
Sheriff's Operations & Jail			4,751,085	324,364	2,745,805	2,748,775	57.8%	
Building & Grounds			599,892	36,416	346,919	378,183	57.8%	
Envir Inspections			305,745	7,730	87,454	108,631	28.6%	
General Works			92,400	3,538	55,689	97,628	60.3%	
Convenience Ctrs.			491,550	45,710	305,072	348,985	62.1%	
Refuse Disposal			122,500	0	2,344	8,471	1.9%	
Public Works			1,612,087	93,393	797,478	941,898	49.5%	
Health - Outside Agencies			225,534	0	150,394	221,549	66.7%	
Com. Support Services - Outside Agencies			140,304	140,304	91,068	103,282	64.9%	
Local Contrib to DSS			331,490	0	159,702	128,406	48.2%	
Local Contrib to CSA			173,058	0	100,235	80,505	57.9%	
Health & Welfare			870,386	140,304	501,398	533,742	57.6%	
Educ Contrib - Outside Agencies			4,482	0	4,482	2,995	100.0%	
Local Contrib to Sch Fd			7,999,170	554,421	3,515,010	4,447,224	43.9%	
Education			8,003,652	554,421	3,519,492	4,450,219	44.0%	
Library/Cultural - Outside Agencies			204,065	0	156,299	147,524	76.6%	
Recreational Contrib- Outside Agencies			36,000	0	30,000	25,000	83.3%	
Parks Rec & Cultural Enrichment			240,065	0	186,299	172,524	77.6%	
Housing			131,105	9,016	75,499	76,542	57.6%	
CDBG Pocahantas Grt			328,985	0	28,203	293,762	8.6%	
DHCD UNOS Grt			959,650	13,720	107,059	290,348	11.2%	
VHDA COVID19 Grt			40,000	0	5,524	0	13.8%	
VHDA HUD COVID19 Grt			13,750	0	13,333	0	97.0%	
Planning/Building/Zoning			494,804	35,793	318,327	296,420	64.3%	
Crater Planning Com			9,790	0	9,790	9,790	100.0%	
IDA			961,517	0	949,017	12,500	98.7%	
Va Gateway Region			21,025	0	21,025	42,050	100.0%	
Crater SBDC			3,300	0	3,300	3,000	100.0%	
Planning/Community Dev			2,963,926	58,529	1,531,077	1,024,412	51.7%	
Debt Service			1,421,641	144,085	1,615,033	1,845,814	113.6%	
Debt Service			1,421,641	144,085	1,615,033	1,845,814	113.6%	



Animal Services

March 18, 2021
Monthly Report



OFFICE OF ANIMAL SERVICES
BROOKLYN CARPENTER
ANIMAL SERVICES OFFICER
(434) 246-1044 – FAX (434) 246-6013
EMAIL: BCARPENTER@SUSSEXCOUNTYVA.GOV



COUNTY OF SUSSEX, VIRGINIA
POST OFFICE BOX 1397
15080 COURTHOUSE ROAD
SUSSEX, VIRGINIA 23884

FEBRUARY, 2021

TO: RICHARD DOUGLAS, COUNTY ADMINISTRATOR
FROM: BROOKLYN CARPENTER, ANIMAL SERVICES OFFICER
SUBJECT: JANUARY 2021 MONTHLY REPORT

=====
Enclosed is the JANUARY 2021 monthly report.

Animal Services Monthly Report: Attached is the JANUARY 2021 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, twenty-three (23) canines were rescued, thirty-one (31) canines were returned to owner. One (1) was adopted. One (1) canine was euthanized for aggression.

This month, eleven (11) felines rescued, zero (0) were adopted and zero (0) fostered. Zero (0) felines were euthanized.

Daily Operation Data: Attached in the monthly daily operations data. The data shows the various task and functions preforms by the Officers daily. Please read the description for each category for a better understanding and the hours spent each month.

Administration: The Administration category is very broad and includes the officer’s paperwork, time at the County Administration Office and taking moneys collected to the Treasurer’s Office. Each animal that is picked-up and received at the shelter must have a report and paperwork throughout it’s time there. This category also includes coping files, printing photographs for cases and court cases and written reports. **Total for January (17) Hour**

Patrol: Each Officer is required to patrol a designated area of the County each month. They are looking for stray animals, code violations, and animal welfare checks and ensure the citizens have their County Licenses and Rabies shots just to mention a few task. **Total for January (63.5) Hours**

Total Number of Calls for Service: A new category will be added to the report each month. This data is needed to understand the call volume within the Division. This number will be all calls received from the County Dispatch Center “# of calls” and, all “In house calls”, those calls received at the shelter or direct calls to staffing. **Total for January r (27) Calls**

Complaints: These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for January (43.5) Hours**

Welfare Checks: These are either response from phone calls and/or while on patrol. These times are recorded since we need to understand how many hours are spent on this task. **Total for January (24) Hours**

Rabies/License Check: While on Patrol or on-duty, if an animal, pen, kennel and/or evidence that an animal is present; the Officer will check to ensure the owner of the animals has their County License and their Rabies shots are current. **Total for January r (3) Hours**

Phone Call/In/Out: During their daily task, the Officers receive and return phone calls throughout the day. These could include communications with the staff members, answering questions for the citizens and addressing concerns, just to list a few examples. **Total in January (27.5) Hours**

Investigation: While answering complaints and/or on patrol, the Officers may come across different situations such as animal cruelty, lack of care for the animals, neglect and lack of medical attention, improper care of the animals to list a few examples. The Officer will investigate the case to gather the facts, interview witnesses, communicate with the animal owner or caregiver, take photos to record the scene and gather evidence to present to the courts if needed. The Officer may have to return multiple times to gather the needed information. **Total in January (10) Hours**

Follow up Visit: While on Patrol or addressing a complaint, if an Officer identifies a code violation with an animal, the Officer will attempt to work with the owner/caregiver to resolve the issue through education provide the code section information and explain the violation and possible way to resolve the problem. The owner will be given 10 days to resolve the issue unless they have been cited for the same violation before or it is a safety, health and/or animal Welfare issue. In these listed cases, a follow-up visit is required to ensure compliance on the identified issue. **Total in January (17.5) Hours**

Summons: Whenever a code can't be resolved through education, information provided, working with the animal owner and other related examples, a summons will be given as a last result. In cases where the animal owner has been warned once before about an issue, cases of animal cruelty and neglect, not getting a county licenses/rabies shots and other related examples, a summons shall be issued. **Total in January (4) Hours**

After Hour Cases: Since emergency animal complaints and bites occur all the time, the Officers will be required to respond to such emergency after hours and on weekends. **Total in January (11) Hours**

Training: Each Officer is required to attend in-service hour each two (2) years. Also, the division provides training in-house during the month and also during our monthly staff meetings. **Total in January (0) Hours**

Rabies Clinic: The Officers assist the veterinarian with rabies vaccinations. Several times a year, a local rabies vaccination clinic is held throughout the county to reduce the normal cost to the citizens. **Total in January (0) Hours**

Equipment/Shelter Maintenance: The Officers provide maintenance on the shelter, traps; vehicles (wash and disinfect vehicles) and grounds whenever possible. This reduces the cost of operations and down time waiting on an outside vendor to respond to the request. **Total in January (0) Hours**

Veterinarian: Our Officers from time to time must carry animals from the shelter to our veterinarian for medical reasons, injuries, medical treatment and other related issues. **Total in January (15) Hours**

Landfill: Great strides are being made to reduce the number of Euthanized animals at our shelter. However, from time to time an animal may die within the shelter; an animal may have to be euthanized due to aggression, deemed dangerous by the courts and other related examples. In such rare cases, the animals must be properly disposed of at the county landfill. The shelter does have a large freezer to store the animals to avoid numerous trips each month. **Total in January (0) Hour**

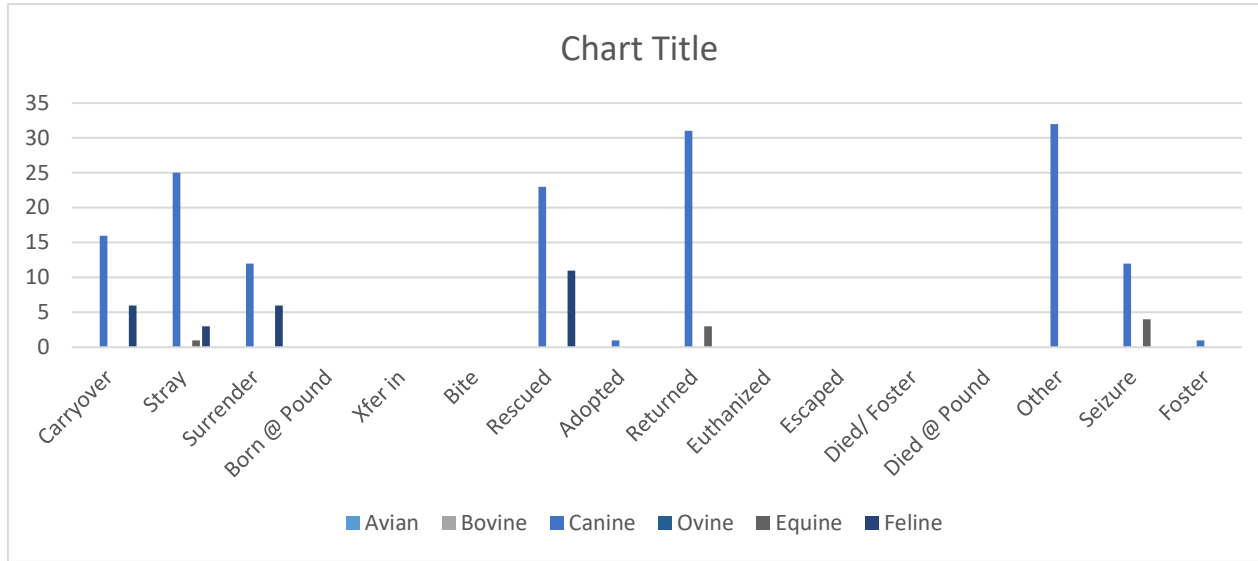
Court: In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in January (9) Hours**

Kennel Inspections: Each week the Officers make kennel inspections within our shelter. They are looking for cleanliness, missing screws and/or hardware, sharp objects that could cut or injure the animals and/or possible safety and/or injury potentials to the staff and animals. **Total in January (0) Hour**

Canine Shots: Whenever needed, the Officers will provide shots to the canines within the shelter. This is based on the number of canines in the shelter. **Total in January (0) Hours**

Shelter Related: The Officers provide support to the pound attendants and act as the Adoption/Rescue Supervisors at the shelter. This includes but not limited to animal transports, animal feed from the storage bins to the shelter, transfer cleaning chemicals from the outside building to inside the shelter and many other related issues as an example. **Total in January (69.5) Hours**

Sussex County Animal Control Monthly Intake Report January 2021



	Carryover	Stray	Surrender	Born @ Pound	Xfer in	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died/ Foster	Died @ Pound	Other	Seizure	Foster
Avian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canine	16	25	12	0	0	0	23	1	31	0	0	0	0	32	12	1
Ovine	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equine	0	1	0	0	0	0	0	0	3	0	0	0	0	0	4	0
Feline	6	3	6	0	0	0	11	0	0	0	0	0	0	0	0	0

ACTIVE CASES		CANINE	27	FELINE	3	EQUINE	0									
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TOTALS	35
MILEAGE	
UNIT 5	U/K
UNIT 6	2,500
UNIT 7	2,250
TOTALS	4,750.00
SUMMONS	0

Calls

Gas
Diesel

Canines/Felines Rescued or Transferred

Sep-20
Total of 32 Canines
Total of 11 Felines

Intake Number	Name	Rescue Organization/Animal Shelter
166 - 20092401	Sonny Boy	Surry Animal Shelter
213-20121205	Girly Girl	Gloucester Matthews Humane Society
220-20121306	Tramp	I Heart Dog Animal Haven
221-20121501	Sallie	Isle Of White Animal Control
225-20121505	Knotthead	Colonial Heights Animal Shelter
229-20121701	Dixie	Colonial Heights Animal Shelter
230-20121801	Sally Ann	Richmond Animal Care & Control
236 - 20122802	Sender	Richmond Animal Care & Control
237 - 20123001	Elsa	Surry Animal Shelter
2 - 21010402	Sugar	Richmond Animal Care & Control
3 - 21010403	Candy	Richmond Animal Care & Control
6- 21010601	Nemo	Operation Save a Shelter Dog
8- 21010603	Darla	Surry Animal Shelter
9- 21010604	Lucy	Surry Animal Shelter
10-21010605	Dory	Surry Animal Shelter
12- 21010702	Roo	Scolonial Heights Animal Shelter
13- 21010703	Bones	Colonial Heights Animal Shelter
44-21011101	Bobo	Glouster Matthews Humans
45-21011301	Smokey	Surry Animal Shelter
46-21011501	Vixie	Hopewell Animal Shelter
47-21011502	Fudge	Richmond SPCA
48-21011503	Gracie	Richmond Ruff House
49-21011506	Apollo	Isle of Whight
51-21011901	Leroy	Richmond SPCA
52-21011902	Cane	Richmond SPCA

55-21012202	Pal	Richmond SPCA
56-21012502	Mya	Surry Animal Shelter
69-21012701	Gio	Surry Animal Shelter
71-21012703	Daisy	Sanctuary rescue inc
72-21012704	Blue Bell	Sanctuary rescue inc
73-21012704	Dip Stick	Sanctuary rescue inc
75-21012801	Rocky	Surry Animal Shelter



81 - 20102901	Ally	Richmond SPCA
87 - 20111001	Spike	Richmond SPCA
89 - 20120901	Ellen	Richmond SPCA
90 - 20120902	Lynn	Richmond SPCA
91 - 20122201	Mator	Smittys Cat Rescue
92 - 20122202	Miley	Smittys Cat Rescue
2-21012501	Gray Gray	Smittys Cat Rescue
3-21012601	Lightning	Smittys Cat Rescue
4-21012601	Snowy	Smittys Cat Rescue
5-21012603	Rain	Smittys Cat Rescue
6-21012604	Cloud	Smittys Cat Rescue

Month: January 2021

Officers Man Hour Report

Date	Admin	Patrol	# of calls	In House calls	In House Assists	Complaints	Welfare Check	Rabies/Lic Check	Phone Calls In/Out	Invest	Follow up visit	Summons	After Duty Cases	Training	Rabies Clinic	Equip/Shelter Maint.	Vet	Landfill	Court	Kennel Inspect.	Canine Shots	Shelter Related	
1																							
2													3										
3																							
4		3	1	1		2.5			3		1						1		3				3
5		3	1			2	0.5	0.5	1		1												
6		3	2			2	3	1	1		2		1										4
7		5	2			3	0.5	0.5			2.5						1						3.5
8	1	4					2		1.5		4												6
9																							
10													2										
11		5									1.5		2				2		3				6
12	4	2					1		3	2													6
13							4		2		4												7
14		4		1		5													3				4
15	1	5		3	1	3	2		1	2			2				1						2
16																							
17																							
18		2	1			1			2														5
19		4	1	1		4			1														3
20	4	4					2		2														4
21		8		1	1	4	1	1	2														
22			1	2	3				2	4													
23																							
24																							
25	2	6	2			8																	
26		2										4					5						8
27		3.5	4	1		5			3	1	1.5												2
28	4		1		1	2	4		3				1										3
29	1			1	1	2	4			1							5						3
30																							
31																							
Total	17	63.5	16	11	7	43.5	24	3	27.5	10	17.5	4	11	0	0	0	15	0	9	0	0		69.5

Admin will include: Paperwork, County Admin Office, Treasurers Office

Training will include Monthly Meetings



MONTHLY

HOUSING REPORT

“PROMOTING SAFE, SANITARY, DECENT
AND AFFORDABLE HOUSING”

March 9, 2021



MEMORANDUM

TO: Mr. Richard Douglas, County Administrator
FROM: Brenda H. Drew, Housing Programs Coordinator
SUBJECT: Housing Program Report
DATE: March 9, 2021

As always, we are looking forward to continuing our partnerships and programs which promote family self-sufficiency, home ownership opportunities, housing counseling and home repairs, as well as, rental assistance to low to moderate income families in need.

During last month, the following general work tasks were performed:

<i>Task and Training</i>	<i>No.</i>
<i>Annual Inspections</i>	<i>7</i>
<i>Annual Re-certifications</i>	<i>9</i>
<i>Initial Inspection</i>	<i>3</i>
<i>Other Certifications</i>	<i>9</i>
<i>Family Briefings</i>	<i>0</i>
<i>Executing HCV Contracts</i>	<i>2</i>
<i>Certificates of Satisfaction</i>	<i>0</i>
<i>Program Income Housing Rehab projects pending</i>	<i>0</i>
<i>Total HCV applicants living or working in Sussex County</i>	<i>243</i>
<i>Reports Submitted in CAMS</i>	<i>0</i>
<i>Training and Meetings Attended</i>	<i>1</i>

Monthly Agency HAP Expense, Lease-up & Admin Fees
Reported for: 1/1/2021 to 3/9/2021

<u>Agency</u>	<u>HAP</u>	<u>UAP</u>	<u>TOTAL</u>	<u>AGENCY PAYMENTS</u>	<u>RESIDENTS</u>
Sussex County					
January 2021	102,147	3,241	105,388	7,157	172
February 2021	98,879	3,236	102,115	7,162	172
March 2021	98,537	3,445	101,982	0	170
<hr/>					
Report Totals:	299,563	9,922	309,485	14,319	514
Average:	583	68			Resident Months

PUBLIC WORKS DEPARTMENT

**Building Department
Solid Waste Management
Building & Grounds Department**

**March 18, 2021
Monthly Report**



MEMORANDUM

DATE: March 9 2021
 TO: Richard Douglas, County Administrator
 FROM: Beverly Walkup, Director of Planning
 SUBJECT: February 2021 - Monthly Report

Please accept this as the February 2021 update for the Community Development Department.

BUILDING ACTIVITY

- February 2021

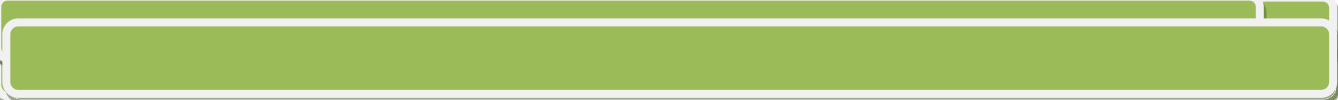
<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	12	5	2	48	\$282,200.00	\$2,543.04

- February 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
7	2	2	2	24	\$162,025.00	\$324.77

- January 2021 – December 2021 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing & Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
14	19	7	8	81	\$687,612.00	\$7,143.42



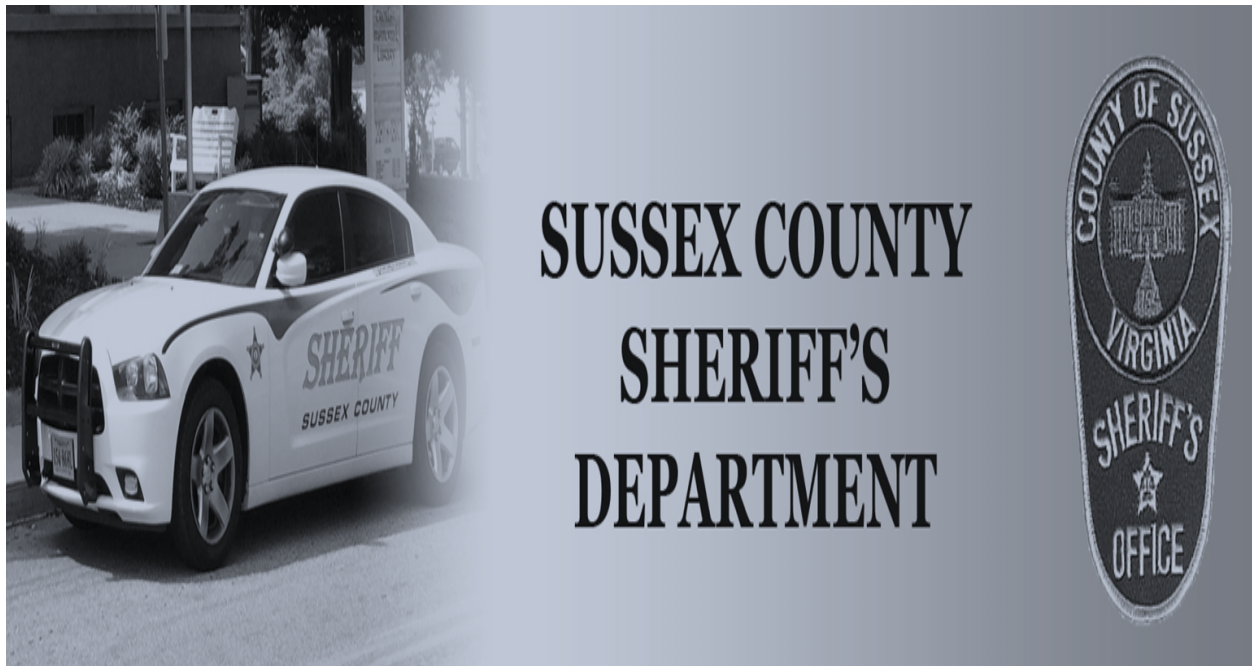
Origin / Material Summary Report

Criteria: 02/01/2021 12:00 AM to 02/28/2021 11:59 PM

Business Unit Name: Atlantic Waste Disposal - S05136 (USA)

Origin	Material	Tons
DC	Special Misc-Tons	430.54
Origin Total		430.54
DE	Sandblast Grit-Tons	5.05
Origin Total		5.05
MD	MSWT	548.53
MD	Sludge Indus-Tons	44.65
MD	SludgeIndus-Tons	90.10
MD	Special Misc-Tons	43.37
Origin Total		726.65
NC	CDTC	118.10
NC	MSWT	3,704.75
NC	Special Misc-Tons	1,792.78
Origin Total		5,615.63
NY	MSWT	42,334.43
Origin Total		42,334.43
PA	MSWT	74.09
Origin Total		74.09
SUSS BUS	MSWT	29.41
SUSS BUS	Sludge Indus-Tons	1,086.37
Origin Total		1,115.78
SUSS RES	MSWT	376.95
Origin Total		376.95
VA	CDTC	48.82
VA	MSWT	9,862.44
VA	SludgeIndus-Tons	880.82
VA	Special Misc-Tons	4,979.69
Origin Total		15,771.77
Totals		66,450.89

Sheriff's Department



Monthly Report

March 18, 2021

BOS Meeting



**"ONE FAMILY, ONE MISSION,
ONE GOAL"**

Sheriff E. L. Giles, Sr.
Sussex County Sheriff's Office
P. O. Box 1326
Sussex, Virginia 23884

Telephone 434-246-5000
Fax 434-246-5714
www.sussexsheriffva.com
Email egiles@susova.us

**Sussex County Sheriff's Office Monthly Report
Month of FEBRUARY 2021**

PATROL

CALLS FOR SERVICE	
Type:	Total:
Sheriff	1,330
Fire	124
Rescue	296
Animal Control	20
Traffic	944
Town of Wakefield	21
TOTAL	2,735

COURTS

Court:	Days of Court:
Circuit Court	3
General District	10
JDR Court	2

Court:	Judges:
Circuit Court	3
General District	4
JDR Court	2

CIVIL

Type:	Total:
Subpoenas Served	252
Jury Summoned	88
Criminal Warrants	46
DMV Notices	3
Levies	0
TDO	1
ECO	0
Other Civil	80

Fines and Forfeitures	$\$82,31.81 + \$12.00 = \$82,243.81$
Sheriff's Fees	\$133.00
Courthouse Security	\$8645.83

Total Fuel Used:	1,956 gallons
------------------	---------------

JAIL

During the month of FEBRUARY 2021, our average daily population was 43.68 inmates. The jail booked in 20 individuals during FEBRUARY.

The classification of these inmates as reported by the Commonwealth of Virginia's LIDS computer system is as follows:

Pre- Trial	31 inmates, having been confined a total of 482 days.
Sentenced Misdemeanant	7 inmates, having been confined a total of 23 days.
Sentenced Felons	18 inmates, having been confined a total of 469 days.
Others	9 inmates, convicted but not sentenced.
Weekenders	1 inmate, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	3
Medical	5
Juvenile	0
Road Crew	1
TDO	0

BOARD ACTION FORM

Agenda Item: Consent Agenda #2.09

Subject: Atlantic Waste Release of Liability and Utility Easement for Landfill Expansion

Board Meeting Date: March 18 2021

=====
Summary: Attached for your consideration is a utility easement for Prince George Electric Cooperative and a release of liability for damage that will enable the relocation of electric facilities to accommodate the expansion of the landfill.

These documents have been reviewed by solid waste management consultant Scott and the County Attorney and are recommended for approval.

Attachments:

Recommendation: Recommend approval of utility easement with PGEC and release of liability for damage, and authorization of County Administrator to sign these documents.

Attachment: Easement and Liability Form

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___



PRINCE GEORGE ELECTRIC COOPERATIVE

Release of Liability for Damage

Property Owner's:	Name _____	Day Phone # _____
	Mailing Address _____	(____) - ____ - _____
	_____	Work Phone # _____
	Service Address _____	(____) - ____ - _____
Work Order # _____	Account # _____	

Prince George Electric Cooperative strives to plan, construct, and complete all construction projects without damage to its member's property. However; it is inherent in the construction process that conditions and unknown circumstances may result in some unintended damages. Property damage may also result from soil conditions, weather conditions and site conditions caused by others. It will be the property owner's responsibility to repair **any damages that may occur** during the construction or maintenance of electric facilities. The property owner releases from liability and holds harmless Prince George Electric Cooperative from any responsibility whatsoever, for property damage in the course of construction electric distribution facilities. This does not release Prince George Electric Cooperative from responsibility for acts of negligence.

➤ **Responsibilities of the property owner:**

- ✓ Must mark outer boundaries of a septic tank and a drain field which would be within 50 feet of the area the cooperative must construct facilities or mobilize equipment.
- ✓ Must expose any private underground facilities which are within 4 feet of the route planned for the cooperative to install underground cable or any other equipment.
- ✓ Must fill settled trenches or make any other repairs necessary in the area where Prince George Electric Cooperative constructed facilities to make it safe; for example: fill trenches to prevent a stumbling hazard.

➤ **Damages may include but are not limited to:**

- ✓ Property or premises while:
 - Constructing overhead or underground electric facilities
 - Cutting or trimming trees in power line right of ways
- ✓ Landscape
 - Settling of earth in trenches and around poles
 - Ruts from the movements of heavy utility vehicles
 - Erosion due to disturbed earth
- ✓ Driveways/Sidewalks
 - Cracking of asphalt or concrete due to equipment movements
 - Rutting of dirt or gravel driveways due to equipment movements
- ✓ Private buried facilities
 - Septic systems
 - Underground lines of any kind: well, drain, electric, irrigation
- ✓ Personal injury that may occur as a result of soil or other conditions in the area where there was construction or maintenance of underground or overhead electric facilities by Prince George Electric Cooperative.

Property Owner's signature: _____	Date ____ / ____ / ____
-----------------------------------	-------------------------

(For County Use Only)

Prince George Electric Cooperative

Utility Easement

THIS AGREEMENT, Made this _____ day of _____, 20___,

by and between _____ hereinafter called "Owner", and PRINCE GEORGE ELECTRIC COOPERATIVE, a Virginia Corporation, hereinafter called "Cooperative".

WITNESSETH:

That for a good and valuable consideration, the receipt whereof is hereby acknowledged, Owner does grant and convey with general warranty to and unto the Cooperative, a perpetual easement of right of way, 20' feet in width, over, under and across the following described property:

A tract of land containing approximately 1,309 acres, located in

Waverly Magisterial District, Sussex

County, Virginia, Tax Map ID# 14-(A)-6, bounded by lands now or

formerly owned by Grayland Co.

and Belvedere Timber LLC, as delineated on the

attached sketch, which sketch is incorporated herein by reference as if textually set out herein;

for the purpose of constructing therein and thereon, an electric transmission or distribution system, either overhead or underground, and to operate and maintain the electric system, including all lines, wires, poles, cables, conduits, manholes, equipment, accessories and appurtenances desirable in connection therewith.

The facilities installed hereunder shall remain the property of the Cooperative and the Cooperative shall have the right to inspect, rebuild, remove, relocate, improve, and to make such changes, alterations, substitutions or additions to its facilities as it may deem advisable, including the right to increase the number of wires, cables or lines.

The Cooperative shall at all times have the right to keep the right of way clear of all buildings, structures and other obstructions, to spray with chemicals, trim, cut and keep clear all trees, limbs, and undergrowth along said easement or adjacent thereto that may endanger the safe and proper operation of the Cooperative's facilities.

The Owner, his successors and assigns reserve unto themselves the full right to take, use and enjoy the land embraced within this easement in every manner not inconsistent with this grant, including, but not limited to, the specific right to construct driveways, entranceways, parking areas and sidewalks upon, over and across said right of way.

The rights reserved by the Owner, his successors or assigns, shall be subject at all times to the paramount right of the Cooperative to dig up, remove, or destroy any portion of the roadways, driveways, sidewalks, or entranceways crossing said right of way for the purpose of maintaining, inspecting and operating its facilities. Any shrubbery, fence or other structure placed on the right of way shall be done so at the risk of the property owner and the Cooperative shall not be held responsible for damages done to any structure, shrubbery or fence resulting from the Cooperative maintaining, inspecting and operating its facilities.

In addition to the foregoing grant, the Owner does hereby grant unto the Cooperative, during the period of construction and during any subsequent period in which maintenance, inspection, repairs or reconstruction thereof may be necessary, the right and privilege of using such surrounding land as may be necessary for the purpose of placing thereon materials, machinery and equipment as may be necessary.

The Owner covenants that he is seised of and has the right to convey the said easement, rights and privileges; that the Cooperative shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges, and that the Owner will execute such further assurances thereof as may be required.

“NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all of these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that your are voluntarily conveying.”

IN WITNESS WHEREOF, The Undersigned has set his hand and seal this _____ day of _____, 20__.

(Land Owner Signature)

(Land Owner Signature)

STATE OF VIRGINIA

County of _____, to-wit

I, _____, a _____

in and for the county and state aforesaid, do hereby certify that

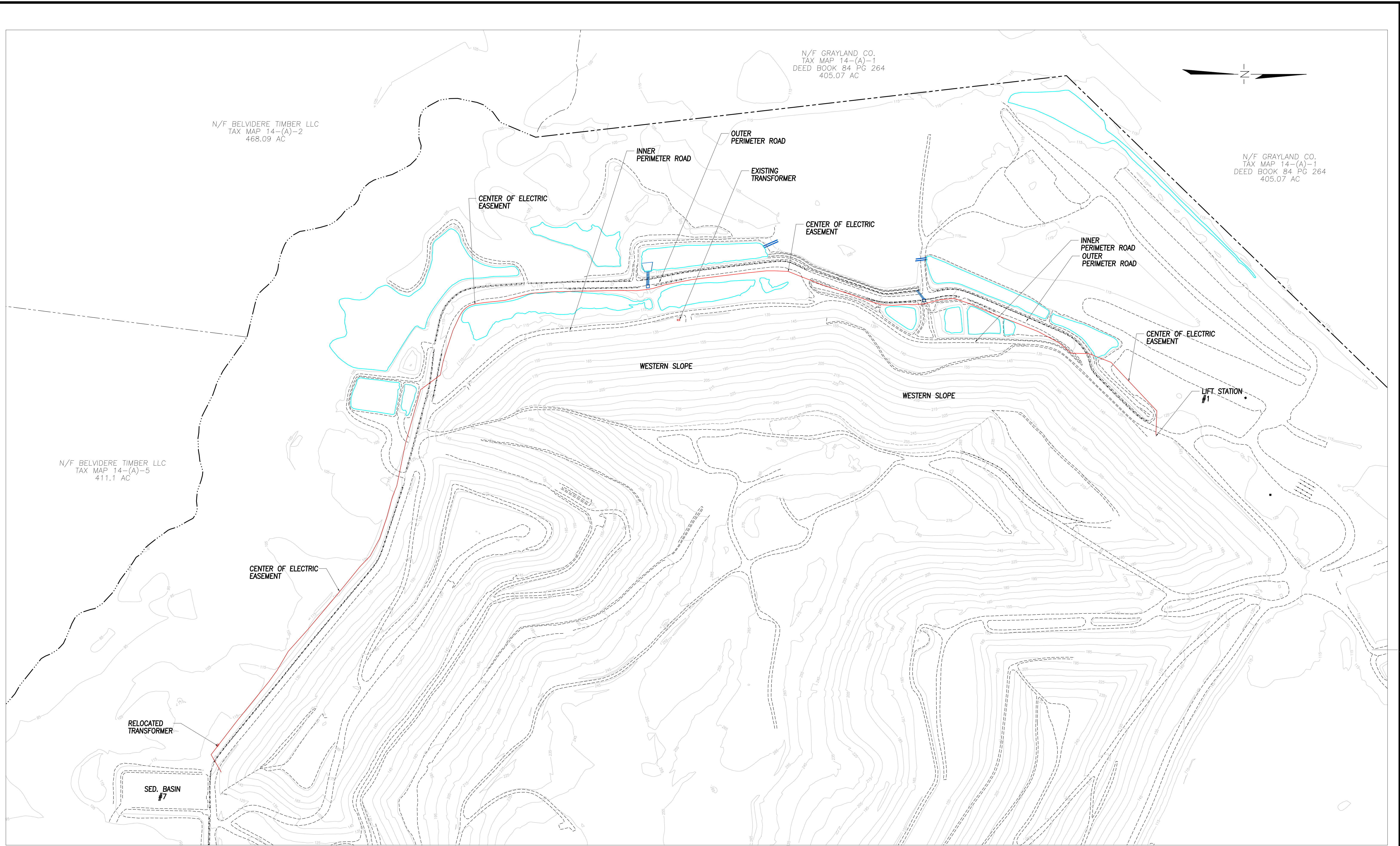
_____, whose name(s) is/are signed to the foregoing writing, bearing date on the _____ day of _____, 20__.

has/have acknowledged the same before me in my county and state aforesaid.

My commission expires _____.

Given under my hand this _____ day of _____, 20__.

Notary

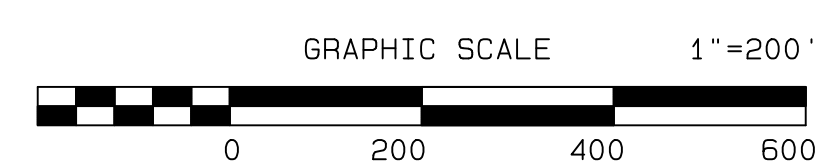
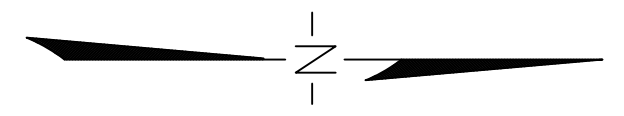


N/F GRAYLAND CO.
TAX MAP 14-(A)-1
DEED BOOK 84 PG 264
405.07 AC

N/F BELVIDERE TIMBER LLC
TAX MAP 14-(A)-2
468.09 AC

N/F GRAYLAND CO.
TAX MAP 14-(A)-1
DEED BOOK 84 PG 264
405.07 AC

N/F BELVIDERE TIMBER LLC
TAX MAP 14-(A)-5
411.1 AC



FLORA
SURVEYING ASSOCIATES
12883 GEORGE WASHINGTON
MEMORIAL HIGHWAY
GLENNES, VIRGINIA 22149
(800) 474-5082 (804) 694-4578

DES BY	A.S.B.	2/21
DRN BY	B.W.F.	2/21
CHK BY		
REV BY		
PROJECT No.	97-1004-111	SCALE: 1" = 200'
PROJECT:	ATLANTIC WASTE DISPOSAL WAVERLY, VIRGINIA	
APP BY		DATE: 2/23/2021
SHEET TITLE:	WEST SIDE ELECTRIC EASEMENT	
	SHEET	1 OF 1
	DRAWING No.	PP-01

BOARD ACTION FORM

Agenda Item: Recognition #3.01

Subject: INTRODUCTION: Blackwater Regional Library Director – Ben Neal

Board Meeting Date: March 18 2021

=====
Summary: Ben Neal, recently appointed Library Director for the Blackwater Regional Library, will be introduced to the Board of Supervisors and will provide a brief update on the library system.

Recommendation: N/A

Attachments: (1) Copy of Blackwater Regional Library Press Release (11/2020)
=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
White (Tie Breaker)			___	___	

For Immediate Release

November 30, 2020

Blackwater Regional Library's Board of Trustees announces new Library Director

Blackwater Regional Library's Board of Trustees has named Ben Neal to serve as the regional system's Library Director effective January 1, 2021. Mr. Neal received his Master of Library Science in 2011 from Indiana University Bloomington, and has experience in various levels of library service, which has led him to his new role as Library Director.

The Board of Trustees began the search for a new Library Director in December 2019. After a review of applicants from across the nation, the Board of Trustees unanimously voted to hire Mr. Neal to fill the role of Library Director. Prior to Mr. Neal's current position as Librarian II for the City of Portsmouth's Main Library, he served as Manager of the Smithfield Branch of Blackwater Regional Library, and has held other key positions in public libraries in Tennessee and South Carolina.

"I'm grateful for the opportunity and trust afforded by our Board of Trustees. I look forward to working with our wonderful and talented staff, as well as our partners in the community, to make sure Blackwater Regional Library continues to be an integral and central part of our communities. I know our communities well and care about them a great deal, and will work tirelessly to make sure Blackwater Regional Library is community-focused at its core." - Ben Neal



The Board of Trustees is delighted to add Mr. Neal to Blackwater Regional Library's team of dedicated staff, and look forward to building upon the library's current foundation to continue Blackwater Regional Library's tradition of exceptional service.

BOARD ACTION FORM

Agenda Item: Recognition #3.02

Subject: VDOT Update and Secondary Six Year Plan Resolution – Jerry Kee, VDOT

Board Meeting Date: March 18 2021

=====
Summary: Jerry Kee with VDOT (Franklin Office) will present an update on VDOT projects in Sussex County. This will include an overview of the adopt-a-road program and a recommended resolution to consider alternative road improvement projects.

No immediate action is requested but the Board may wish to consider the resolution at an upcoming meeting.

Recommendation: N/A

Attachments: N/A

=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

The Board of Supervisors and VDOT have begun working on the upcoming Secondary Six Year Plan and plan on having the Public Hearing in April. Below I have listed some items that need to be addressed before the new plan is passed by the board.

1. The following is a list of the routes that do qualify for funding under this program:

Route	Road Name	From	To	Traffic Count
604	Chinquapin Road	606	621	90
611	Mill Path Road	609	610	70
632	Hunting Quarter Road	660	608	90
636	Longevity Road	626	40	80
640	Cabin Stick Road	637	626	70

2. Route 609 Butts Road has been added to the plan and new traffic count requested. If adequate traffic volumes (50 vpd or above) are recorded with the new counts the Rural Rustic concept can be used for paving. If lower than 50 vpd the pave in-place option will be used but minor widening and right of way may be required.

3. The status of Glyndon and Carver Lane

We need recorded plats and documentation for right of way acquisition before the roadway can be taken into the system. VDOT has funding available and are ready to initiate construction as soon as we receive the final documentation from the county.

4. UPC #107435 Route 735

The project currently has been in the plan for over 10 years. The funding allocations are approximately 2 million dollars short for construction based on the current estimate. The board may want to look into reducing the scope of the project or exploring different funding options. Revenue sharing is an option, but an application will need to be submitted and there is no guarantee the project will receive any funding, as the project will compete for funding with other state projects.

CONSTRUCTION PROGRAM (in dollars)

FY2021 through FY2027

Route PPMS ID Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost Ad Date	Traffic Count Scope of Work FHWA # Comments
0735 107435 Tier 1 - Road work w RW (PE, RW, CN) 9999.01	0735 0735091752 Reconstruction & Drainage Improvements on Route 735 - Sussex Route 660 Gilliam Road Route 631 Gray Road	<i>PE</i> \$350,000 <i>RW</i> \$350,000 <i>CON</i> \$1,820,000 <i>Total</i> \$2,520,000 10/13/2026	Project
0636 109685 State forces/Hired equip CN Only 9999.02	0636 0636091755 Route 636 - Pave Non-Hard Surface Road Route 626; Courthouse Rd 1.2 Miles from Route 626	<i>PE</i> <i>RW</i> <i>CON</i> \$409,484 <i>Total</i> \$409,484 7/26/2019	Project
9999 114015 Tier 1 - Road work w/o RW or Bridge (PE & CN) 9999.99	9999 9999091761 Glyndon & Carver Lanes - Rural Addition Various Various	<i>PE</i> \$20,000 <i>RW</i> <i>CON</i> \$129,127 <i>Total</i> \$149,127 4/12/2022	Project
0609 -25229 State forces/Hired equip PE CN Only 9999.99	0609 0609091770 Route 609 Reconstruct & Surface Treat Non-Hard Surface Road Rowehampton Road-Route 697 Courthouse Road-Route 735	<i>PE</i> \$5,000 <i>RW</i> <i>CON</i> \$245,000 <i>Total</i> \$250,000	Project

Adopt-a-Highway



Safety Guidelines

Before Picking Up

- Hold at least one safety meeting per year. This must be attended by everyone participating. At the meeting, review safety information supplied by the Virginia Department of Transportation (VDOT) and other guidelines.
- Carpool to the pickup site to keep roadside parking to a minimum. Park as far from the road's edge as possible.
- Your group must have at least one adult supervisor for every six children under age 18 years.
- Children under age 10 may participate in pickups only if VDOT's Residency Administrator has given the group a special permit. If the Residency Administrator has not done this, call your local [Adopt a Highway Coordinator](#) before bringing children under 10 to the pickup.

The Best Time to Pick Up

- Do not pick up during peak travel times or when traffic is heavy.
- Work only in daylight and fair weather.
- Never participate in a litter pickup while under the influence of drugs or alcohol.

What to Wear

- Always wear an orange safety vest so drivers can see you easily. Put on the vest before you leave the car so you are visible the moment you are on the side of the road.
- In addition to the orange vest, wear brightly colored clothing that protects your arms and legs. Also wear hard-soled shoes and work or gardening gloves.
- Wear heavy gloves when removing temporary signs in case there are sharp edges. If you remove signs attached to poles within the right of way, wear safety glasses and use an appropriate tool to do it safely.

During Pickups



Wear vests, gloves while picking up.

- Always put up or open the "Cleanup Crew Working" signs before cleaning.
- Close the signs after you've finished the pickup.
- Always walk facing traffic and stay with the team.
- Take breaks, drink fluids and don't overexert.
- Do not pick up litter in the road or close to the edge of the road.
- Do not pick up litter on median strips unless you have received permission from VDOT's Residency Administrator to do so.
- Do not pick up litter in construction or maintenance sites, in tunnels, or on bridges or overpasses. Leave that for VDOT.
- Do not pick up litter or remove signs beyond your adopted section. Stay within the area marked by your safety signs.
- Watch for snakes and poisonous weeds.
- Do not pick up materials that appear to be hazardous. Contact the state police.

Interstate and Interchange Adoptions

- Do not park anywhere along an interstate or interchange.
- Clean only the one side of your stretch of adopted interstate highway.
- Participants in an interstate highway pickup must be at least age 18.
- Walk facing traffic with the highway to your right.
- Do not pick up on the interstate highway median strip.
- Do not cross the interstate highway for any reason.

Page last modified: Feb. 11, 2008

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Some resources on this site require the **Adobe Reader** and **Flash Player** and the Microsoft **Word** and **PowerPoint** viewers.



Virginia Department of Transportation

Adopt-a-Highway Permit Application

Those person(s) associated with the group named below intend to enhance the environment and improve the appearance of local roadsides through organized litter pickups, and request permission to "Adopt-a-Highway."

Name of Group/Individual: _____

Type of Group (please circle the closest match): Family/Friends -- Individual -- Business -- School Group -- Community Based Group -- Faith-based Organization -- Private Club -- Government/Military -- Group Misc. -- Professional -- Fraternal Organization -- Fraternity/Sorority -- Youth Group

Primary Contact:		Secondary Contact:	
Email Address:		Email Address:	
Phone (home):	(work):	Phone (home):	(work):
Mailing Address:		Mailing Address:	
City:	State:	ZIP:	City:
			State:
			ZIP:

The work will be performed under and in accordance with the Virginia Department of Transportation's Adopt-a-Highway *Conditions and Safety Guidelines*, both attached to this permit and incorporated herein by reference. The permit authorizing this work is issued under the VDOT *Land Use Permit Manual* 24 VAC 30-151-10 et seq.

Applicants to whom permits are issued shall at all times indemnify and save harmless the Commonwealth Transportation Board, members of the board, the Commonwealth, and all Commonwealth employees, agents and officers, from responsibility, damage or liability arising from the exercise of the privileges granted in such permits.

This permit may be terminated by the Virginia Department of Transportation at any time the applicants do not comply with the permit or at any time the applicants' work is deemed unsafe or causes a conflict with traffic. The Department reserves the right to revise or discontinue the Adopt-a-Highway program at any time.

Safety Information

Number of persons between the ages of 10 and 18 participating _____. The number under age 10 _____.

Describe any special safety precautions that might be required due to a participant's condition (e.g., uses a wheelchair) _____.

Route Information (if you are adopting more than one route, please provide additional information on the back)

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

We request the following title to appear on the Adopt-a-Highway sign (limit to 48 characters including spaces)

_____.

I have read and I understand the Adopt-a-Highway Conditions and the Adopt-a-Highway Safety Guidelines regarding participation in the program:

Applicant's signature _____ Date _____

Please return this completed form to:

Coordinator: Jennifer Scarboro - jennifer.scarboro@vdot.virginia.gov

Residency: Franklin Residency

Address: 23116 Meherrin Road

City/Zip: Courtland 23837 Phone: _____

Additional Routes

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

Permission is requested to "adopt" a section of Route _____ in _____ County. The section begins at _____ and ends at _____ for a total of ____ miles.

Notes

PERMISSION is hereby given insofar as the Commonwealth Transportation Board has the right, power, and authority under Sections 33.1-12(3) of the Code of Virginia (1950) as amended, to grant by permit and/or by the rights granted herein to perform the work as described.

Residency Administrator

Date

(Rev. 7/2015)

Adopt-a-Highway



Terms and Conditions

General Conditions

1. The Virginia Department of Transportation (VDOT) is offering for "adoption" certain two-mile sections of state-maintained highways. Before offering these roadways, VDOT determines that they are safe and appropriate for adoption.
2. Under special circumstances, sections of road less than two miles long and dead-end roads may be adopted. Contact the local VDOT Adopt-a-Highway [coordinator](#) for details.
3. The local Adopt-a-Highway coordinator is the VDOT contact for adopting groups and individuals. Interested persons and groups should contact the coordinator at the local VDOT residency office listed in the telephone book or online at VDOT Adopt-a-Highway [Adoption Coordinators](#). Information is also available by calling (800) PRIDE-VA or by e-mailing AdoptaHighway@VDOT.Virginia.gov
4. Local businesses, informal groups and formal organizations, such as civic, social or school groups, may adopt highways. VDOT will print the names of the organization or the adopting group in block letters on the blue and white Adopt-a-Highway signs. No slogans or logos are allowed.
5. Individuals 18 years old or older may adopt highways (please see the "Safety Conditions" below for rules regarding participants under 18 years old).
6. Adopting groups agree to pick up litter on both sides of the roadway at least four times a year.
7. Participants adopt for a period of two years, after which they may renew their contract, modify their contract (example: choose a different section of highway), or end their contract.
8. The adopting organization's Contact Person is responsible for ensuring that ANYONE who participates in a pickup under the adopting organization's permit has first received VDOT-supplied safety information, safety vests and trash bags.
9. The organization's Contact Person must visit a VDOT residency or area maintenance headquarters at least a week before a scheduled pickup. At that time, VDOT will supply the Contact Person with safety information, safety vests, and plastic trash bags for every member of the adopting group's cleanup crew.
10. On a group's original application and throughout a group's involvement with the Adopt-a-Highway program, the Contact Person in the group must inform VDOT of the ages of ANYONE under 18 years old who will participate in any of the group's pickups. This requirement includes children of the group's members, or any other children who are allowed by the adopting group to participate in a pickup.
11. The Contact Person also is responsible for notifying VDOT - on the original application and throughout the group's involvement in the adoption - if any of the group's participants has a condition that might necessitate special safety precautions (example: if a pickup participant uses a wheelchair).

12. Within seven to nine weeks of approving an adopting group's application, VDOT will provide the group with large orange mesh "Cleanup Crew Working" signs to place under the Adopt-a-Highway sign during each pick up.

13. VDOT will pay for producing, installing and maintaining the blue Adopt-a-Highway signs.

14. If the adopting group does not plan to dispose of the filled trash bags, the Contact Person must notify the local VDOT office of the date and location of the intended pickup so that VDOT can schedule a work crew to dispose of the trash bags during the following week.

15. VDOT encourages participants to separate and recycle materials.

16. After each pickup, the Contact Person must complete a Pickup Report Card (pre-addressed cards that are furnished by VDOT at the time of adoption) and send it to the local VDOT residency via U.S. mail or online at VDOT Adopt-a-Highway [Pickup Report](#). Pickups can also be reported by calling the (800) PRIDE-VA line or by e-mailing AdoptaHighway@VDOT.Virginia.gov. When making a Pickup Report, the Contact Person should report the permit number of the adoption, the number of people who participated in the pickup, the number of bags of litter collected, and the number of man-hours spent (man-hours equals the number of hours taken to complete the pickup multiplied by the number of participants). If a Contact Person is out of Pickup Report Cards, he or she should call the local Adopt-a-Highway coordinator to report the pickup and to order more cards. It is vital that the Contact Person report the pickup so the adopting organization can get proper credit for keeping Virginia beautiful.

17. VDOT encourages Adopt-a-Highway participants to schedule one of their four yearly pickups during April and one pickup in the fall to coincide with the spring "Historic Garden Week" and the autumn "Great State Trash-Off."

18. The Adopt-a-Highway coordinator will monitor the program in his or her area. VDOT reserves the right to deny an adoption request or cancel the adoption permit of any group, individual or business, based on any of these criteria:

- A. Concern for the safety of the participants, passing motorists or VDOT employees,
- B. Expenses to VDOT above the normal Adopt-a-Highway program expenses, or
- C. Effectiveness of the participants' litter-control efforts.

19. VDOT reserves the right to limit the number of adoptions for a single group and to limit shared adoptions to areas of identified need. For shared adoptions, each group must file a separate permit and participate in four pickups annually.

Safety Conditions

1. Before a group applies to adopt a particular highway, the group's Contact Person should examine the road on the days and during the hours that the group intends to perform pickups to determine if roadside conditions during those times are appropriate for the ages and abilities of the group's members.

Once the group has adopted a particular roadway, if at any time it feel its adopted section of highway has become unsafe for litter pickups, the group's Contact Person must call the local VDOT Adopt-a-Highway coordinator. Local VDOT residency offices are listed in the telephone book and online at VDOT Adopt-a-Highway [Adoption Coordinators](#). Groups may also report unsafe conditions by calling (800) PRIDE-VA. VDOT will assign the group a section of roadway with which it is more comfortable.

2. Participants must hold at least one safety meeting per year to review VDOT-supplied safety information. No one may participate in a pickup unless he or she has attended this meeting within the last 12 months. The participating group may hold the safety meeting immediately before a pickup; however, this meeting must be held in a safe, appropriate area, such as a parking lot.

3. The participants are responsible for putting up or opening the "Cleanup Crew Working" signs before each pickup, and for removing or closing the sign after they have finished that day's pickup. These signs alert passing motorists that Adopt-a-Highway volunteers are on the side of the road ahead. If the

signs are left open when no pickups are being conducted, motorists will begin to ignore the signs, creating a serious safety risk for Adopt-a-Highway volunteers when they are on the roadside.

4. Adopt-a-Highway groups must provide at least one adult supervisor for every six children under 18 years old. For example: a group of between one and six children would need one supervisor, and a group of between seven and 12 children would need two adult supervisors.

5. For Children Under 10 years old: Groups with participants under 10 years old may adopt highways only when the residency administrator has determined:

- (1) That the specified roadway is safe and appropriate for adoption by that particular group, and
- (2) That the adopting group and its supervising adults are capable of conducting the pickup in a safe and effective manner.

Refer to the [safety guidelines](#) for more details.

Specific Conditions for Adopting Interstate Highways and Highway Interchanges:

Groups or individuals may adopt certain interstate highway interchanges, sections of interstate highways and high-speed primary highways, providing the adoption is specifically approved by the residency administrator, and provided the participants observe the following additional conditions:

1. An interstate highway adoption may consist only of one side of the entire length of an interstate between two distinctly separate interchanges. Adopting both sides of an interstate requires two separate adoptions.
2. Participants must be at least 18 years old.
3. Before the first pickup, the Contact Person must submit in writing, for approval by the residency administrator, the method of conducting the pickup, including: where the participants will park their vehicles (they may not be parked on the interstate shoulder, within the interchange or anywhere within the rights of way of the main road) and the method of disposing of the collected litter.
4. The Contact Person must notify the local Adopt-a-Highway coordinator of an intended pickup at least one week before the pickup.
5. Participants will not pick up litter on any interstate highway median strip.
6. When cleaning an interstate, participants must walk facing traffic, with the highway to the right.
7. Participants will not cross the interstate highway for any reason.

All other rules, conditions and safety precautions listed above are in force for interstate and interchange adoptions.

VDOT reserves the right to revise these conditions as needed.

Page last modified: Feb. 11, 2008

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Bag It, Move It or Leave It?

Adopt-a-Highway instructions for handling roadside litter

If you've ever wondered what to do with something you've found on the roadside, consult the list below to find out whether it is an item you should bag, an item you should move and stack alongside your stacked bags or an item you should leave where you found it. Make a note of any item you are leaving and mark it with a trash bag if you think a VDOT crew would have trouble finding it.



Bag It



These items may be placed in a bag:

- Small items made of paper, cardboard, plastic, Styrofoam, wood, rubber, glass, or metal provided that the item does not have sharp edges.
- Small, empty containers provided they don't have sharp edges.

Move It

These items should be placed alongside your stacked bags at the edge of the shoulder:



- Items with dull, pointed edges that might tear a bag.
- Large items that would prevent a bag from being properly tied closed.
- Heavy items that could tear a bag, provided that the item can be moved without causing physical injury.
- Containers that are not empty if the contents won't spill when moved and you can identify the product as one that is not hazardous. If you suspect that an item contains urine, do not move it.

If in doubt, leave it alone!

Leave It



These items should be left where found without taking further action:

- **Sharp, large, or heavy items** that could cause physical injury if moved.
- Any item in an **unsafe location** (within six feet of a traffic lane, on unstable ground, etc.).

Report these items to your local VDOT office that day, or on the next working day, during normal business hours.

- Items you are not permitted to bag or move that will **not be easily visible** to the VDOT crew collecting your filled bags. If possible place a filled bag near to the item to mark its location.
- Securely close items containing hazardous substances.*

Report these items to your local VDOT office that same day. If you are unable to speak directly with a VDOT employee, call 911 to report the item:

- Any item that you **cannot identify** and **suspect may be hazardous**.
- Unclosed or leaking items containing **hazardous substances**.*

Call 911 if you find the following kinds of items. If you do not have access to a cell phone then someone other than your group leader must leave the site to make a call. Then, unless advised to leave the area, the leader must stay at the site until a law enforcement officer or VDOT representative arrives.

- Items with a **hazardous material label**.*
- Items that could pose an **immediate danger**.*
- Items that could be **crime-scene evidence**.*
- Items emitting a **strong odor**.

Items of Concern

Item	Leave It	Leave It and Call VDOT During Business Hours	Leave It and Call VDOT That Day	Leave It and Call 911 Immediately
Miscellaneous Items				
Broken glass	✓			
Any item you cannot identify and suspect of being hazardous			✓	
Hazardous Substances				
Spills of liquid and powdery substances			✓	
Fuels		✓ (If securely contained)	✓ (If opened and leaking)	
Motor oils, transmission fluid, petroleum products		✓ (If securely contained)	✓ (If opened and leaking)	
Antifreeze		✓ (If securely contained)	✓ (If opened and leaking)	
Batteries		✓ (If securely contained)	✓ (If opened and leaking)	
Flares		✓		
Paint		✓ (If securely contained)	✓ (If opened and leaking)	
Aerosol can (not empty)		✓		
Human urine, feces, blood waste (gauze, etc.)		✓ (If securely contained)	✓ (If opened and leaking)	
Syringes, labeled medicines (aspirin, prescription drugs, etc.)		✓		
Animal carcasses		✓		
Extremely Hazardous Items / Possible Crime Scene Evidence				
Bloody items that may be crime scene evidence				✓
Explosives, possible bombs (capped pipes, wrapped packages, etc.)				✓
Weapons (guns, knives, etc.) unspent ammunition				✓
Items with hazardous material labels				✓
Unlabeled medicines or medicine bottles, marijuana, drug paraphernalia				✓
Animals that may have been poached				✓
Propane gas tanks				✓
Full cat litter bags				✓
Containers of acid			✓	
Items put together with duct tape			✓	
Containers with tubing attached				✓
Closed tool boxes or coolers				✓

BOARD ACTION FORM

Agenda Item: Recognition #3.03

Subject: Solid Waste Management Recommendation – Scott Bost, Smith Gardner, Inc.

Board Meeting Date: March 18 2021

=====
Summary: Scott Bost, solid waste consultant for Smith Gardner, will provide an update on his review of the County’s solid waste operations, to include recommendations related to landfill staffing and job responsibilities, convenience center operations (including a recommended reduction in the number of sites), and bulk waste collection.

No action is requested at this meeting, but this information should be considered as part of the FY22 operating budget review.

Recommendation: N/A

Attachment: Scott Bost’s Letter of Recommendation, dated January 21, 2021

=====
ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

CONVENIENCE SITE OPERATIONAL AND COST ANALYSIS
 OPTIONS AND RECOMMENDATIONS

Sussex county operates a network of eight remotely located citizen convenience centers. These sites are open every day from dusk till dawn. Citizens may use these sites free of charge meaning the County absorbs all the operating costs for these centers. As noted in the report titled Review of Solid Waste Management Operations dated May 28, 2020, there are efficiencies and cost savings to be gained by modifying operations of the convenience site program. A further detailed operational analysis using tonnage and haul information from Waste Management and the actual cost of manning the sites obtained from invoices from GARDAWORLD is as follows:

A: One uniformed attendant at each site costs \$994.50 per week or \$51,714/year (\$4309.50/month)

B: One week (seven days) one uniformed attendant at each site = \$994.50 per site x 8 sites = \$7,956/week \$413,712/year.

C: All hauling and disposal costs are included in the contract with Waste Management (hereinafter referred to as WM) in the operation of Atlantic Waste Disposal Landfill in Waverly. However, WM must measure and record the tonnages collected and disposed in the landfill for annual reporting to the State. Included in this analysis is a five record of the tonnages collected, hauled and disposed from each site.

From the GARDAWORLD costs and the tonnages collected and disposed, an operational cost per ton can be shown to evidence the efficiency of each site:

SITE	2016-2020 average	Attendant cost/month	Cost per ton
Reed Road	8 tons/month	\$4309.5	\$538.69
Homeville (Old 40)	14.25 tons/month	\$4309.5	\$302.42
Peters Bridge	15 tons/month	\$4309.5	\$287.3
Courthouse	38 tons/month	\$4309.5	\$113.40
Jarratt	62 tons/month	\$4309.5	\$69.50
Wakefield	66 tons/month	\$4309.5	\$65.30
Stony Creek	76.5 tons/month	\$4309.5	\$56.33
Waverly	77 tons/month	\$4309.5	\$56

From the information gathered from WM and GARDAWORLD, and the resulting analysis, it is evident the smaller sites are much less efficient and require significantly more County funds to operate.

Another consideration in the modification of these sites is the physical location of each. Convenience sites are located and built to serve groups of citizens in remotely located areas. A link to the map of the County convenience site location is included herein.

[Directory | Sussex County, Virginia - Part of Virginia's Gateway Region \(sussexcountyva.gov\)](#)

As evidenced on the map, there are three sites on the west side of I-95. As evidence in the analysis above, two of the sites, Stony Creek and Jarratt are high performing, therefore much more efficient than the lower performing Reed Road site, which is the lowest performing and most expensive site operated. Also, due to the location of the Jarratt site and Stony Creek site, it appears service is adequately provided to that end of the county.

The two other underperforming sites which are located in close proximity to each other and could see an increase in operational and fiscal efficiency as well are Peters Bridge Road and Old 40. Realizing these sites are relatively new sites, it would not be in the best interest of the County to dismantle and close one or both sites. However, the County could consider altering the operational hours of these two sites to reduce the number of manned hours currently provided by GARDAWORLD. One option is to alternate days of operation (for example Peters Bridge Road Mon, Wednesday, Friday, Sunday and Old 40 Tues, Thursday, Saturday). The other option is to consider modifying the hours of operation (for example Peters Bridge Road opening till 1PM, Old 40 1PM till closing). Either option reduces the need for one attendant which results in annual savings of \$51,714 per year.

Having analyzed the performance and location of the Sussex County convenience center network through fiscal demands and performance as well as location and proximity to other sites, a recommendation is made to close the Reed Road site as it is significantly underperforming. Also, there would be no reduction in waste disposal availability to the citizens of that area as it is served by the high performing and very efficient Stony Creek and Jarratt Sites. Again, this move would reduce the need for an attendant resulting in an annual savings of \$51,714.

In summary, a decision to exercise both these options for operational modifications of the convenience site network would result in an annual savings over \$100,000 to Sussex County while maintaining more than adequate waste disposal options to the citizens. One other option the County may consider is the cessation of Sunday operational hours which would result in an annual savings of \$58,940.

BOARD ACTION FORM

Agenda Item: Recognition #3.04

Subject: Comprehensive Financial Review – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

=====

Summary: Roland Kooch, David Rose, and Ann Seward with Davenport & Company will provide a summary of their completed comprehensive financial review of Sussex County and the Sussex County Service Authority (to include a review of the county’s accounts payable processes). No action is requested at this meeting, but the Board of Supervisors may wish to direct staff to implement certain recommendations or consider action at future meetings.

Recommendation: N/A

Attachment: N/A

=====

ACTION: N/A

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White (Tie Breaker)	___	___

Discussion Materials | Comprehensive Financial Review

Sussex County, Virginia



March 18, 2021



Topics for Discussion

- Introduction of Credit Ratings and Peer Comparatives.

- Financial Policy Overview with respect to commentary provided by Rating Agencies and Industry Best Practices.

- Reserve and Cash Management Policies.
 - Rating Agency and GFOA guidance.

- Tax-Supported Debt and Contingent Liability Policies.
 - Rating Agency and GFOA guidance.
 - Existing Tax-Supported Debt Profile.
 - Key Financial Ratios and Peer Comparatives.

- Review of Debt Portfolio and Potential Refunding Opportunities.

Contents / Agenda



A	Executive Summary
B	Davenport Approach and Goals & Objectives
C	Comprehensive Financial Review
Supporting Information	
D	Credit Ratings, Peer Comparatives, and Financial Policies
E	General Fund Trend Analysis
F	General Fund – Capital Funding Scenario – Detail Cash Flow Analysis
G	Sussex Service Authority – Detail Pro Forma Analysis



A. Executive Summary



Goals & Objectives of the Comprehensive Financial Review

- Davenport & Company LLC (“Davenport”) was retained by the County of Sussex (the “County”) in late calendar year 2020 to provide a Comprehensive Financial Review/Report with respect to the County’s General Fund and Sussex Service Authority (the “Authority”).

- The Goals & Objectives of the Comprehensive Financial Review are to provide the following:
 - Trend analyses of the County’s General Fund and Utility Enterprise Funds.

 - Comparative of the County in relation to National and Virginia credit rating medians and Virginia local government peers (in terms of budget size and population).

 - Evaluation of the County’s Debt and Fund Balance positions and Recommend potential Financial Policies for the Council’s consideration related to Fund Balance and Debt Management, amongst other items.

 - Estimated debt affordability for the General Fund.

 - Pro-forma projections and estimated rate impacts for the Sussex Service Authority based on currently anticipated capital investment needs.

General Fund Trend Analysis | FY 2016 – FY 2020



The County's recurring General Fund Operations have been managed very well allowing the County to generate break-even to positive financial results and invest in capital projects.

■ General Fund Operations:

- The County has historically operated with structurally balanced budgets over the past five years.
- Transfers out generally reflect amounts that have been transferred to the County Capital Projects Fund that are applied to CIP needs in a give year or “banked” in anticipation of larger capital needs.
- FY 2019 excess was related to larger than expected landfill tipping fees which were transferred out the following year in FY 2020.

	1	2	3	4	5	
GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
1 Changes in General Fund Balance						
2 Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
3 Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
4 Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
5 Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
6 Other Sources (Uses)	-	-	-	-	-	
7 Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	

General Fund | Importance of Landfill Revenue



The County's Landfill Revenues represent over one-fifth (1/5) of the County's Total General Fund Revenue.

■ Landfill Revenue

- Landfill revenues are a large component of the County's operating budget having averaged about 22% of the General Fund revenues over the past five years.
- On average Landfill revenues average approximately \$5.6 Million per year and are greater than the County's Real Estate Property Taxes.
 - This amount of recurring Landfill revenues translates to a Real Estate tax equivalent 61¢ on the County's Real Estate tax rate (assuming 1¢ = \$88,200).
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County, which may adversely impact this revenue stream on a going forward basis.

	1	2	3	4	5	
REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes - Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
2 General Property Taxes - Other	4,340,174	4,399,131	4,712,494	4,390,892	4,635,019	0.4%
3 Landfill Tipping Fees	4,396,660	4,746,266	5,497,539	7,547,372	5,591,223	2.2%
4 All Other General Fund Revenue	9,452,601	9,145,444	9,161,798	10,163,036	10,015,973	2.1%
5 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
6						
7 Landfill Tipping Fees % of Total Revenue	19.3%	20.5%	22.6%	27.7%	22.0%	

Potential Long-term Approach | Reducing Reliance on Landfill Revenues



■ *Recommended Approach to reducing reliance on Landfill Revenues:*

- The only viable approach to reducing the General Fund’s reliance on \$5+ Million of Landfill revenues annually is to invest in economic development to generate New Recurring Revenues.

- *Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:*
 - No New Recurring Revenues over first 5 years - assumes County investment is required.
 - Economic Development results in New Recurring Revenues added each year beginning in Year 6.
 - New Recurring Revenues are added each year and assumed to have the potential to grow at approximately 2.5%.
 - New Recurring Revenue stream is “banked” over the first 30 years to create an approximate \$45 to \$50 Million Endowment.

- Preliminary Impact/Result – The County would benefit on/about year 30:
 - New Recurring Revenue Stream grows to approximately \$3.7 Million in recurring cash flow by year 30.
 - Endowment approximating \$45 Million, which generates interest income of approximately \$1.3 Million (@ 3% investment rate)
 - Total New Revenues (Recurring + Investment Income) approximates \$5+ Million, which can be used to replace Landfill Revenues.



Unassigned Fund Balance | Observations/Proposed Policy

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

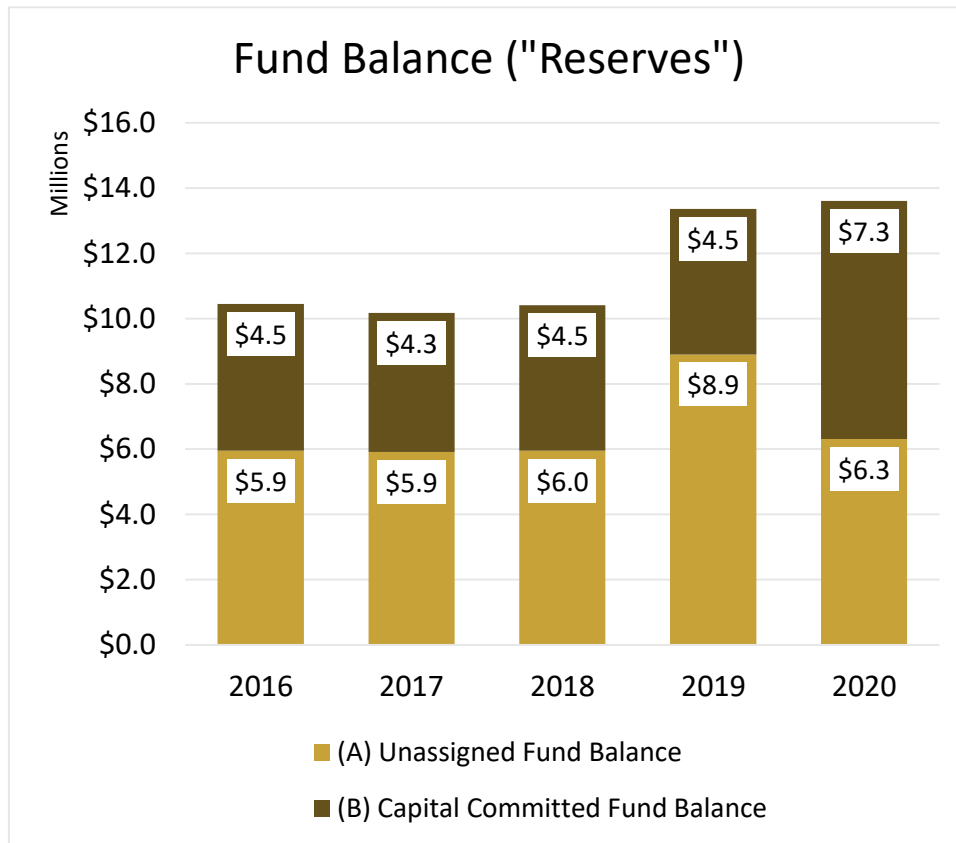
Recommendation:

- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.

County “Reserves”



- The County maintains “Fund Balances” that function as “Reserves”. These are found in two primary buckets:
 - Unassigned Fund Balance; and
 - Capital Projects Committed Fund Balance.



- The County has a very solid level of Capital Reserve Funds that is separate from its Unassigned Fund Balance.
- Collectively, these Reserves approximate \$13.6 Million as of FYE 2020.
- This amount translates into about 53.8% of General Fund Revenues.

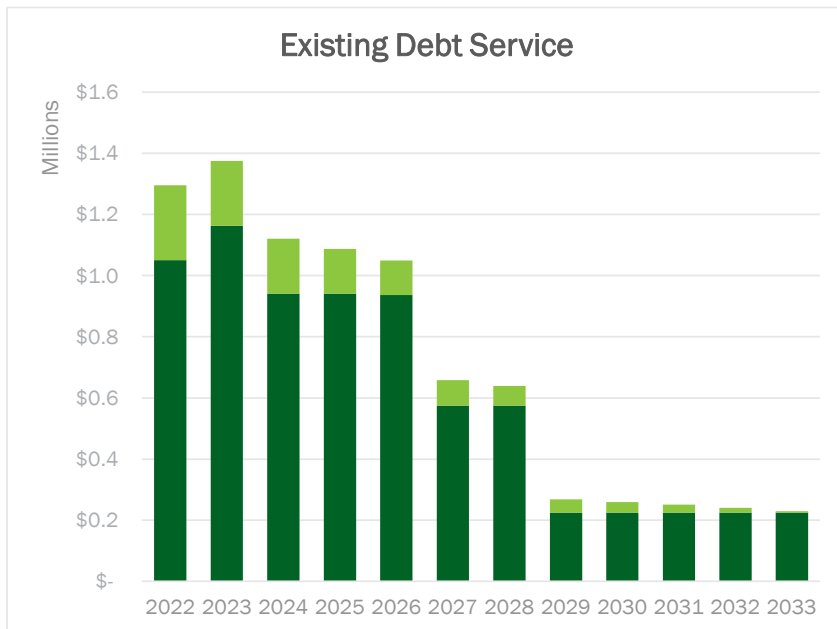
Existing Tax Supported (General Fund/Schools) Debt Profile



Existing Debt – Observations and Considerations:

- There are no refunding opportunities at this time.
- The County’s 10-year payout ratio of its General Fund Debt is approximately 93.8%.
- All of the County’s existing debt is school related and is comprised of VPSA, direct Literary Loans and QZABs with no significant refunding opportunities.
- By FY 2027, the County begins to have a significant decline in debt service and increasing new debt affordability.

Total Tax-Supported Debt Service



Total Tax-Supported Debt Service

	Fiscal Year	Principal	Interest	Total
1	2022	\$ 1,050,600	\$ 244,644	\$ 1,295,245
2	2023	1,162,840	211,688	1,374,528
3	2024	941,397	178,731	1,120,128
4	2025	941,397	145,774	1,087,171
5	2026	936,400	112,943	1,049,343
6	2027	575,127	82,489	657,616
7	2028	575,117	63,997	639,114
8	2029	225,000	43,256	268,256
9	2030	225,000	34,144	259,144
10	2031	225,000	25,594	250,594
11	2032	225,000	15,356	240,356
12	2033	225,000	5,119	230,119
Total		\$ 7,307,878	\$ 1,163,734	\$ 8,471,612



Debt Capacity | Proposed Policy: Debt vs. Assessed Valuation

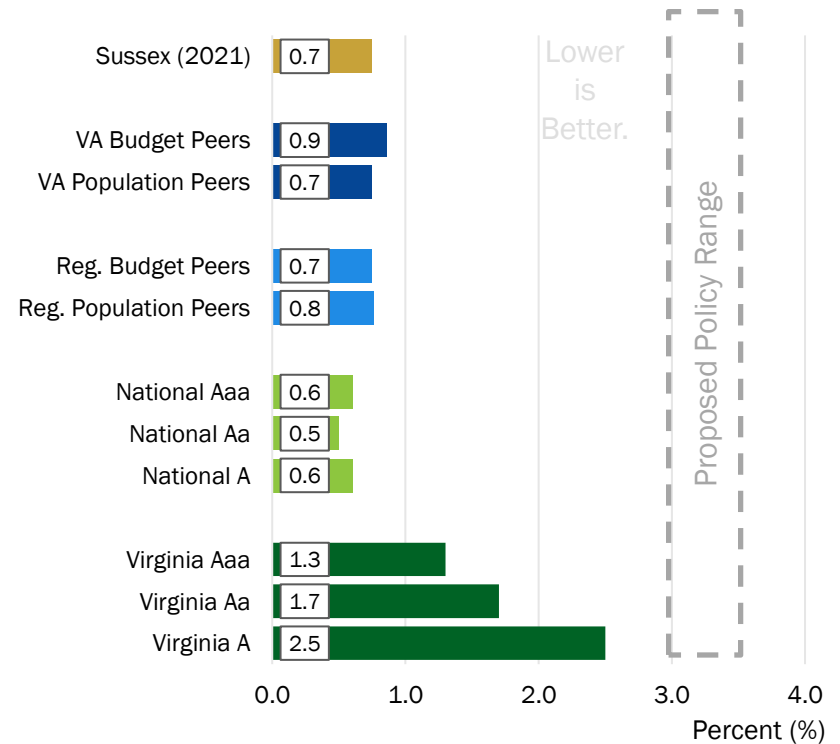
■ General Fund Debt Capacity

- Debt vs. Assessed Value of taxable property is a key ratio that answers the question *“Can I Borrow This?”*. It is commonly used by rating agencies to measure an issuer’s capacity to support existing and additional debt.
- The County’s ratio is “Strong” from the Rating Agencies’ perspective.

Recommendation:

- *Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.*
- *Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt vs. Assessed Value Policy in the 3.0% to 3.5% range.*
- *At 3.0%, the County would have approximately \$26 Million of borrowing capacity.*
- *At 3.5%, the County would have approximately \$32 Million of borrowing capacity.*

Debt to Assessed Value Peer Comparative



■ Rating Considerations:

- Moody’s: Criteria for General Obligation Credits defines categories of Debt to Assessed Values as:
 - Very Strong (Aaa): < 0.75%
 - **Strong (Aa): 0.75% - 1.75%**
 - Moderate (A): 1.75% - 4.0%
 - Weak - Very Poor (Baa and below): > 4.0%
- S&P: A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.0%, while a negative adjustment is made for a ratio above 10.0%.



Debt Capacity | Proposed Policy: Debt Service vs. Expenditures

General Fund Debt Capacity

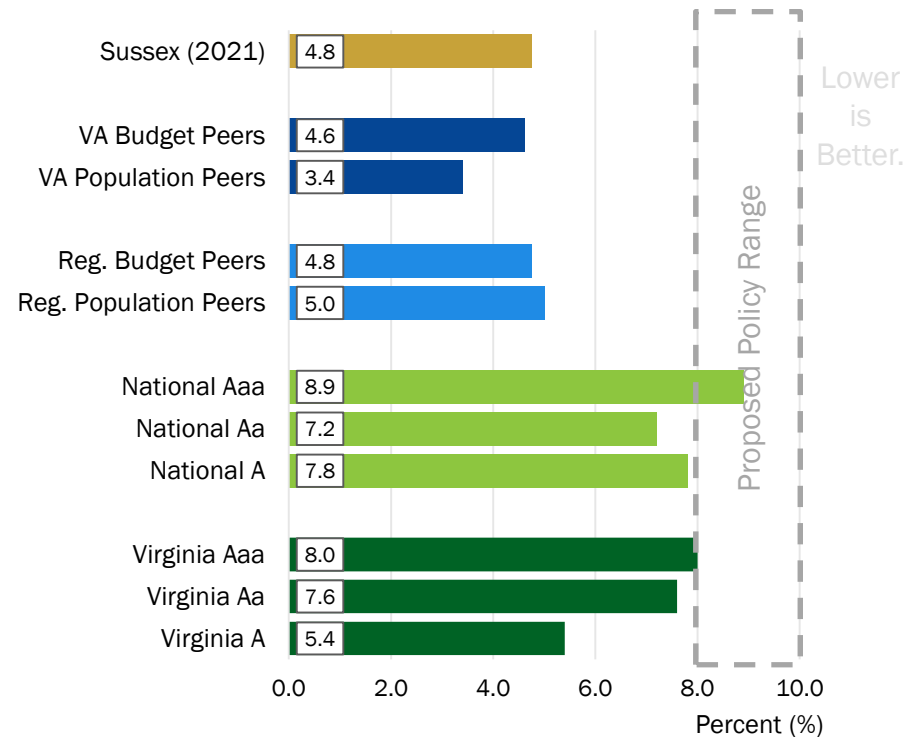
- Debt Service vs. Expenditures is a key ratio because it measures how much of the annual budget is being spent to pay for debt, and can show how much additional debt service can be added before exceeding prudent levels. It answers the *“Can I Afford This?”* question.
- The County’s ratio is “Very Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt Services vs. Expenditures Policy in the 8% to 10% range.
- At 8.0%, the County would have approximately \$20 Million of borrowing capacity.
- At 10.0%, the County would have approximately \$32 Million of borrowing capacity.

Borrowing capacity assumes 25 year financing at 3.5%.

Debt Service vs. Expenditures Peer Comparative



Rating Considerations:

- Moody’s: Moody’s criteria allows for a scorecard adjustment if an issuer has very high or low debt service relative to its budget Percent.
- S&P: The Debt and Contingent Liabilities section defines categories of Net Direct Debt as a % of Total Governmental Funds Expenditures as follows:

– Very Strong:	<8%
– Strong:	8% to 15%
– Adequate:	15% - 25%
– Weak:	25% - 35%
– Very Weak:	> 35%

Source: County CAFRs, Moody’s Investor Services, and S&P.



Potential Debt Affordability | Future CIP Cash Flow Analysis

- Davenport has analyzed the potential cash flow and Equivalent Real Estate Tax impact of Future CIP Projects totaling approximately \$23.5 Million which are comprised of the following:

Projects Financed	Amount	Timing	Financing Type	Interest Rate	Repayment
Equipment	\$ 11,806,448	FY2021-FY2031	Bank Lease	2.25%	7-10 Years
Fire Stations	\$ 5,000,000	FY2022	USDA	2.25%	40 Years
Subtotal Fire/EMS Needs	\$ 16,806,448				
County Facilities (Option 1)					
Subtotal County Facilities	\$ 6,667,000	FY 2023	USDA	2.25%	40 Years
Total All Needs	\$ 23,473,448				

- Note: Based on presentations to the Finance Committee and Board of Supervisors in early February, the County has given direction to proceed with the Master Lease funding approach for Equipment needs.

- Our analysis provides an estimated Equivalent Tax Impact assuming a potential combination of Bank Lease Financing for Equipment and USDA for “bricks and mortar” facilities (i.e. Fire Stations and County Buildings). We have analyzed the following two Scenarios:
 - Scenario 1: Equivalent Tax Impact as new revenues are needed; Without Capital Reserve Funds.
 - Scenario 2: Potential Upfront Equivalent Tax Impact; With \$2.4 Million of Capital Reserve Funds strategically used to “offset” debt service.

Potential Debt Affordability | Preliminary Results Scenario 1

Without Use of Capital Reserve Funds



■ Scenario 1 assumes:

- New revenues (Equivalent Real Estate Tax) are raised beginning in FY 2023 and continuing through FY 2026;
- No Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 1	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.07¢	--	--	2.07¢	-
2023	1.97¢	1.16¢	--	3.13¢	-
2024	--	--	--	--	-
2025	--	--	1.77¢	1.77¢	-
2026	--	--	1.63¢	1.63¢	-
Total	4.04¢	1.16¢	3.40¢	8.60¢	\$ -

Capital Reserve (Per Project): \$0 \$0 \$0 \$0

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*

Potential Debt Affordability | Preliminary Results Scenario 2

With Use of Capital Reserve Funds



■ Scenario 2 assumes:

- New revenues (Equivalent Real Estate Tax) are raised upfront in FY 2022;
- Approximately \$2.4 Million of Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 2	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000
2023	--	--	--	--	-
2024	--	--	--	--	-
2025	--	--	--	--	-
2026	--	--	--	--	-
Total	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000

Capital Reserve (Per Project): \$400,000 \$1,000,000 \$1,000,000 \$2,400,000

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



Sussex Service Authority | Preliminary Observations

■ Preliminary Observations:

- The Authority is fully self supporting from water and sewer service charges, however, it is heavily reliant upon DOC related revenues and fees.
- Based on the Authority's FY 2021 Budget, rate increases appear to be necessary to keep up with inflationary costs, meet minimum 1.15x Debt Service Coverage and other funding requirements commencing in FY 2022.
 - Rate adjustments for all customers (DOC and Non-DOC) should be implemented on a regular basis.
- Debt Service coverage is governed by the Authority's Master Trust Agreement and its budget has to provide for 1.15x Debt Service Coverage and apply certain DOC Fees toward restricted repair & replacement funds.
- The Authority has very limited debt capacity to borrow for future capital needs until at the earliest FY 2027.
 - This means that funding potential Economic Development-related Capital Projects in the near term could require rate over and above typical inflationary adjustments.
- Based on current market conditions, the Authority has approximately \$2 Million of existing 2011 and 2012 Bonds that could potentially be refunded in mid-August 2021 for interest rate savings.
 - Total cash flow savings is currently estimated at \$158,000 or about 7.4% on a present value basis (Note: Industry standard benchmark for a transaction to be considered worthwhile is 3.0%)
 - This savings approximates \$14,350 per year through FY 2032.

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■ Preliminary Observations:

- The Authority has had a consistent track record of raising rates every year to keep up with inflation and its debt related covenants.
- Based on a comparison of surrounding communities the Authority the 6th lowest monthly residential water and Sewer bills (assumes 5,000 gallons of use) and is below the average of comparable surrounding localities.

Monthly Water Bill - 5,000 Gal		
	Rate/5000gals	
1	City of Emporia	\$48.92
2	Isle of Wight County	\$44.57
3	Town of Blackstone	\$41.50
4	Town of Smithfield	\$37.34
5	Southampton County	\$34.00
6	Sussex Service Authority	\$30.00
7	Greensville County Water/Sewer Auth	\$28.25
8	Town of Crewe	\$27.50
9	Prince George County	\$24.41
10	Dinwiddie County Water Authority	\$24.32
Average		\$34.08

Monthly Sewer Bill - 5,000 Gal		
	Rate/5000gals	
1	Town of Smithfield(1)	\$66.53
2	Town of Crewe	\$61.50
3	Isle of Wight County(1)	\$56.67
4	City of Emporia	\$46.13
5	Prince George County	\$44.15
6	Sussex Service Authority	\$44.00
7	Southampton County	\$44.00
8	Town of Blackstone	\$41.59
9	Greensville County Water/Sewer Auth	\$39.79
10	Dinwiddie County Water Authority	\$32.82
Average		\$47.72

(1) Includes HRSD Fee \$39.17/5,000 gal/month

Sussex Service Authority | Summary of Results



- Based on our review of the Authority’s information Potential Future Capital Projects, Davenport has developed a preliminary pro forma to analyze the following scenarios:
 - Scenario 1: Estimated Rate Impact assuming no new debt is undertaken.
 - Scenario 2: Estimated Rate Impact assuming \$5 Million in new debt for Economic Development-related Projects.

■ **Preliminary Results:**

	Scenario 1		Scenario 2	
O&M Expense Growth	2% per year		2% per year	
Additional Debt	\$0		\$5 Million	
Estimated Rate Impact				
FY 2022	Non-DOC 4.5%	DOC 4.5%	Non-DOC 4.5%	DOC 4.5%
FY 2023	2.25%	0%	16.5%⁽¹⁾	0%
FY 2024 and thereafter	2.25% (every year)	4.25% (every two years)	2.25% (every year)	4.25% (every two years)

Note: The estimated 4.5% rate increases in FY 2022 are based on a 2% expense growth assumption and calculated to meet minimum Debt Service Coverage and fund the DOC R&R requirements. The 2.25% annual rate Non-DOC adjustments and 4.25% biennial DOC rate adjustments thereafter are projections based on expense growth assumptions of 2% and may need to be higher depending on O&M expense projections.

(1) Alternatively, the approximate \$350,000 in debt service per year (assumes 20 year financing at 3.0%) related to the \$5 Million Economic Development capital investment would require County Support in lieu of an approximate 16.5% rate increase.

Sussex Service Authority | Preliminary Pro Forma Results



■ Preliminary Results: - Estimated Impact on Residential Monthly Bill

– Scenario 1: Estimated Rate Impact assuming no new debt is undertaken.

<i>Residential Water Bill</i>						
<u>Scenario 1 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$30.00	\$31.35	\$32.06	\$32.78	\$33.51	\$34.27
Monthly \$ Change	--	\$1.35	\$0.71	\$0.72	\$0.74	\$0.75
% Change		4.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$360.00	\$376.20	\$384.66	\$393.32	\$402.17	\$411.22
Annual \$ Change	--	\$16.20	\$8.46	\$8.65	\$8.85	\$9.05

<i>Residential Sewer Bill</i>						
<u>Scenario 1 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$44.00	\$45.98	\$47.01	\$48.07	\$49.15	\$50.26
Monthly \$ Change	--	\$1.98	\$1.03	\$1.06	\$1.08	\$1.11
% Change		4.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$528.00	\$551.76	\$564.17	\$576.87	\$589.85	\$603.12
Annual \$ Change	--	\$23.76	\$12.41	\$12.69	\$12.98	\$13.27

Sussex Service Authority | Preliminary Pro Forma Results



■ Preliminary Results: - Estimated Impact on Residential Monthly Bill

– Scenario 2: Estimated Rate Impact assuming \$5 Million in new debt for Economic Development-related Projects.

<i>Residential Water Bill</i>						
<u>Scenario 2 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$30.00	\$34.95	\$35.74	\$36.54	\$37.36	\$38.20
Monthly \$ Change	--	\$4.95	\$0.79	\$0.80	\$0.82	\$0.84
% Change		16.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$360.00	\$419.40	\$428.84	\$438.49	\$448.35	\$458.44
Annual \$ Change	--	\$59.40	\$9.44	\$9.65	\$9.87	\$10.09

<i>Residential Sewer Bill</i>						
<u>Scenario 2 - Approximate Monthly Bill - 5,000 gal</u>						
	<u>Current</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Monthly Bill	\$44.00	\$51.26	\$52.41	\$53.59	\$54.80	\$56.03
Monthly \$ Change	--	\$7.26	\$1.15	\$1.18	\$1.21	\$1.23
% Change		16.50%	2.25%	2.25%	2.25%	2.25%
Annualized	\$528.00	\$615.12	\$628.96	\$643.11	\$657.58	\$672.38
Annual \$ Change	--	\$87.12	\$13.84	\$14.15	\$14.47	\$14.80



Key Takeaways

- The County has conservatively operated with structurally balanced budgets.

- However, the County relies significantly on approximately \$5+ Million of annual landfill revenues to balance its budget.
 - This level of Landfill Revenues translates into an approximate 61¢ equivalent real estate tax impact.

- The only viable way of reducing the General Fund’s reliance on Landfill Revenues is through investment in economic development over a long-term (i.e. 30 year) horizon.
 - Potential New Recurring Revenues generated by economic development can be used to create an “Endowment” strategy that will help bolster the County’s finances and wherewithal to replace Landfill Revenues in the General Fund Budget.

- The County’s Available (Unassigned Fund Balance and Capital Committed Fund Balance) is very healthy and provides financial flexibility.

- The County’s General Fund (Tax Supported) Debt to Assessed Value is very low at 0.7.
 - At the proposed policy level of 3.0% to 3.5%, the County would have approximately \$26 to \$32 million of additional borrowing capacity.

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- The County's Debt Service to Expenditures is relatively modest at 4.8%.
 - At 10% to 12% Debt Service To Expenditures, the Town could borrow⁽¹⁾ approximately \$20 Million to \$32 Million of potential borrowing capacity.

- An approximate one-time 5¢ real estate tax increase would allow the County to provide for a sustainable long-term capital program.
 - It is important to note that this approach relies on the County maintaining its debt service budgeted levels at the approximate \$1.8 million that results from this increase.

- The Sussex Service Authority is self supporting from water and sewer charges and fees. However, it is important to note the following:
 - The Authority is heavily reliant upon the DOC facilities.
 - It has had a good track record of routinely raising rates and should continue to do so for both the DOC and Non-DOC Customers in order to meet all of its financial covenants.
 - The average monthly bill for residential water and sewer users (5,000 gals) is below the average for comparable surrounding localities.
 - The Authority has limited capacity to borrow for economic development capital needs until FY 2027. However, with an estimated 16.5% increase for Non-DOC customers, it could potentially fund approximately \$5 Million in economic development capital investment.

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- The County should consider adoption of Policies and Procedures that are considered “Best Management” practices of local governments which include the following:
 - Recommended procedures as outlined in the Accounts Payable Workflow Process report as provided by Anne Seward Consulting.
 - Comprehensive Financial Policy Guidelines to include, but not be limited to the following:
 - Proposed Debt Management Policies that incorporate the key debt ratios presented herein (e.g. Debt vs. Taxable Valuation/Debt Service vs. Expenditures).
 - Proposed Unassigned Fund Balance and Budget Stabilization “Reserve” Policies as presented herein.
 - Financial reporting, budget development, economic development policies, amongst others.
 - Annual reporting for all not-for-profit agencies (i.e. volunteer rescue squads, others) that receive routine County funding in order to provide transparency, accountability and assist grant writing processes. Such reporting would include, but not be limited to:
 - Annual Financial report on/about 60 days from the end of the fiscal year;
 - Vehicle condition, etc. (in the case of volunteer rescue squads);
 - Activity reports; and
 - Other reports that may provide information on the application of funds provided by the County.



B. Overview | Davenport Approach and Goals & Objectives



Overview | Davenport Approach

- Davenport & Company LLC (“Davenport”) serves as Financial Advisor to towns, cities, counties, authorities, and other local governmental entities across the Commonwealth on Debt and Capital Funding, Investments, and strategic Multi-Year Financial planning.

- Using the County’s annual Audited Financial reports and debt documentation provided by the County, as well as meetings and direct discussion with County Staff, Davenport has completed a Comprehensive Review of the County’s historical financial results and existing debt profile.

- As part of this Comprehensive Review, Davenport addresses the following topics:
 1. **Peer Comparisons:** In order to provide the County with perspective regarding the its financial position, we have compared the County to other Virginia and Regional Peers.

Continued on the next page.



Overview | Davenport Approach

- As part of this Comprehensive Review, Davenport addresses the following topics (cont):

- 2. General Fund Operations:** Reviewing and analyzing the Financial/Cash-Flow Structure of the County.
 - Identifying strengths and weaknesses within the County’s annual General Fund cash-flow and budgets through a multi-year trend analysis.
- 3. Assessment of General Fund Reserve Levels (i.e. Unassigned Fund Balance):** Understanding what appropriate/minimum levels of reserves the County should have for operations in the event of an economic downturn – without the need for a short-term borrowing.
 - Identifying potential amendment to the County’s Unassigned Fund Balance policy.
- 4. Evaluation of the County’s Debt Structure:** Review of the County’s Debt Portfolio in an effort to identify potential refunding candidates that would provide the County with cash flow savings or opportunities to manage future debt payments.

Continued on the next page.



Overview | Davenport Approach

- As part of this Comprehensive Review, Davenport addresses the following topics (cont):
 5. **Debt Capacity Analysis:** Review of Debt Capacity (i.e. ability to incur additional debt for capital projects while maintaining compliance with “best practices” for local governments).
 - Identifying potential Debt Management Policies for the County’s consideration.

 6. **Debt Affordability Analysis:** Review of County’s Debt Affordability (i.e. the budgetary impact of incurring additional debt for capital projects under a variety of scenarios).
 - Analyzing approaches to address potential General Fund capital needs.

 7. **Review of the Sussex Service Authority:** Review of the Authority’s historic finances, current budget and preliminary projections for supporting additional debt related to planned capital improvements.

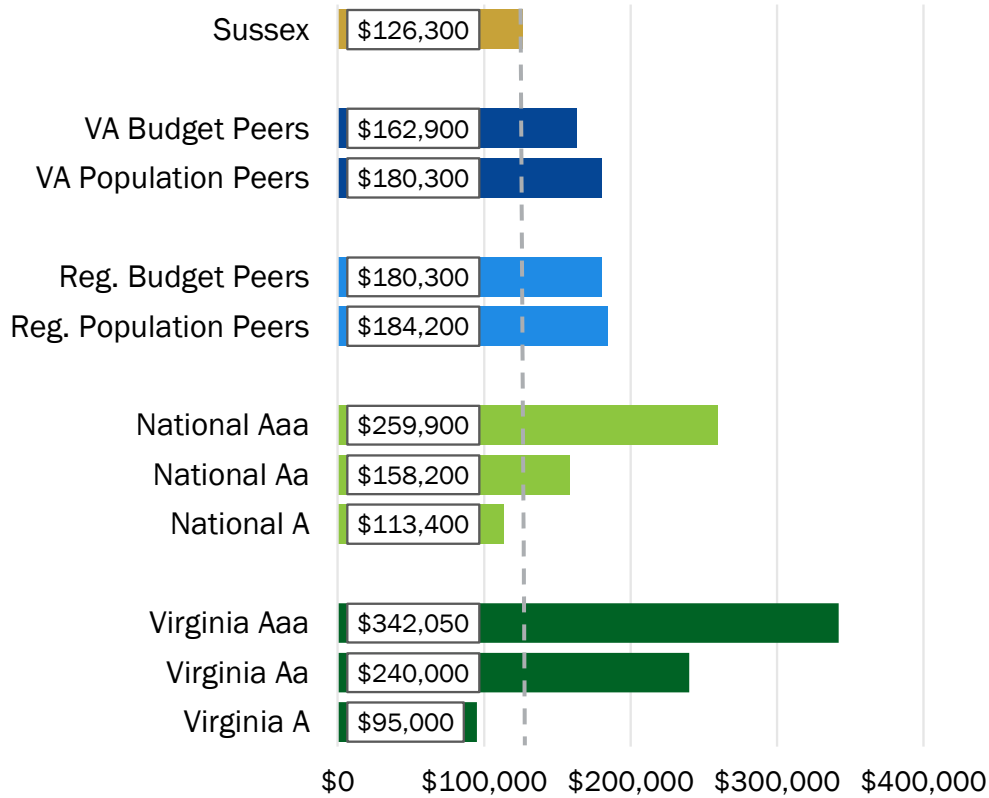


C. Financial Review



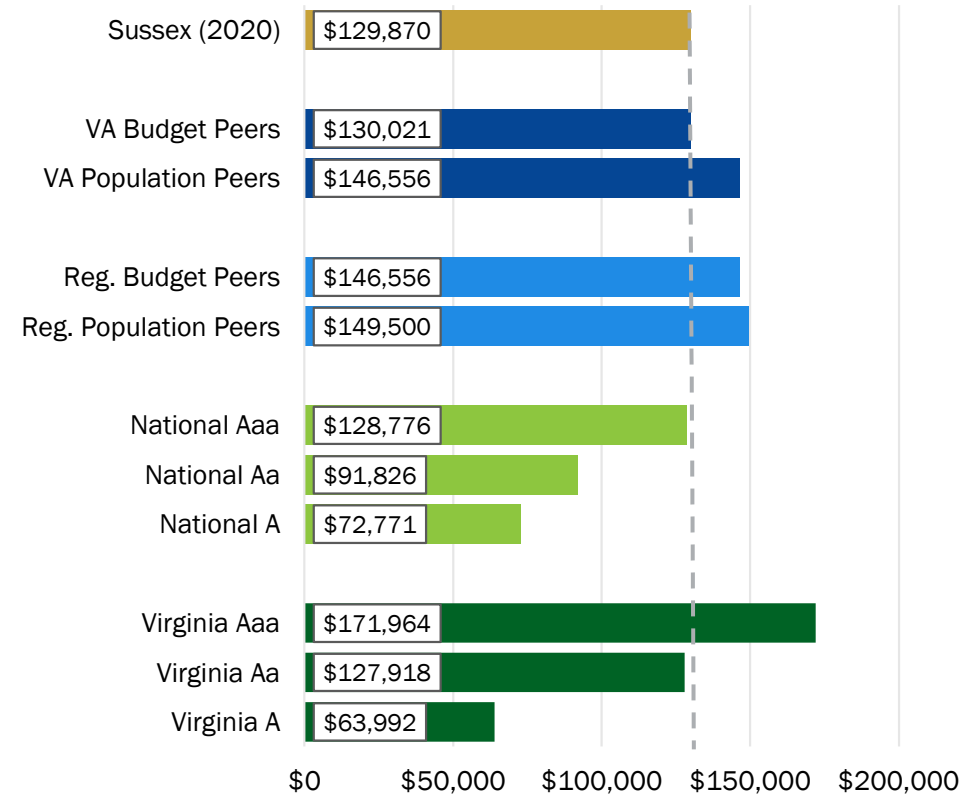
1. Peer Comparatives | Key Economic Statistics

Median Home Value



Full Value per Capita⁽¹⁾

(1) Population adjusted for prisons.



The County's Median Home Value is below its Regional Peer Group Medians and falls between the 'A' and 'Aa' Virginia and National Medians.

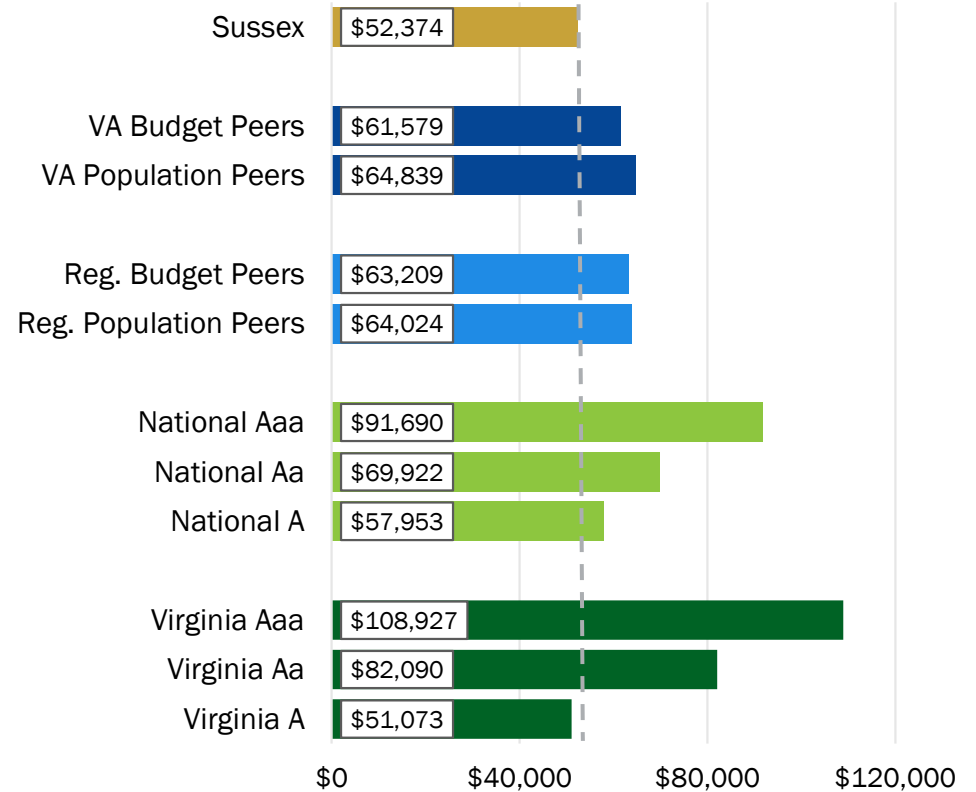
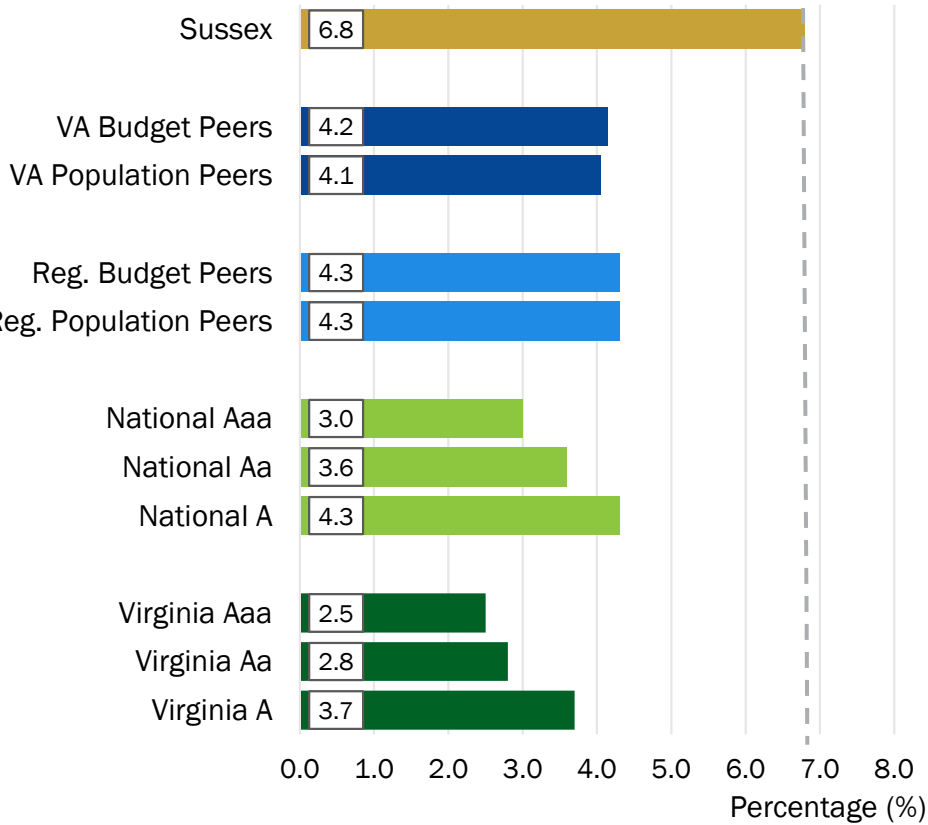
The County's Full Value per Capita is below its Regional Peer Group Medians and falls between the 'A' and 'Aa' Virginia and National Medians.



1. Peer Comparatives | Key Economic Statistics

Unemployment

Median Family Income



The County's Unemployment Rate is higher than its Regional Peer Group Medians and rated Virginia and National Medians.

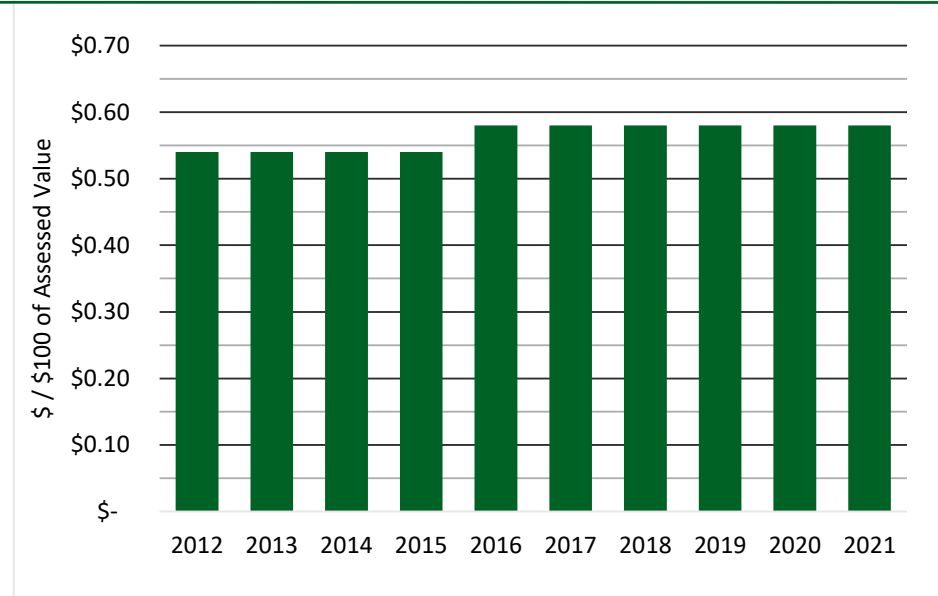
The County's Median Family Income is below its Regional Peer Group Medians and National Medians.



1. Peer Comparatives | Real Estate Tax Rate

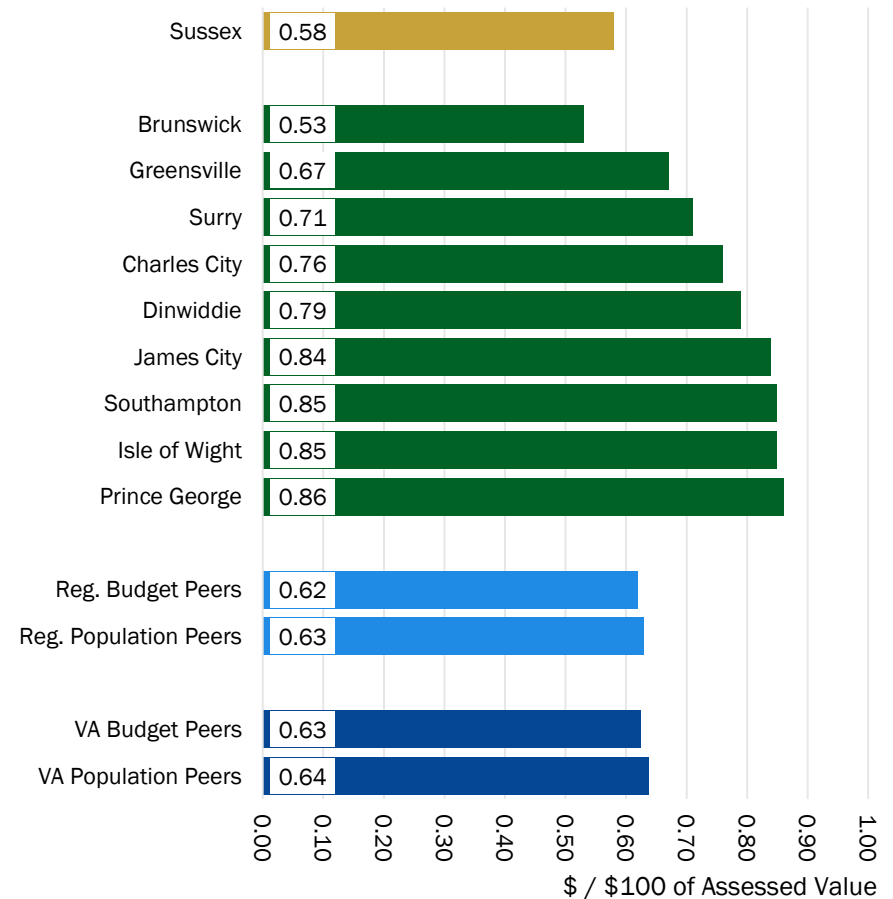
The County's Real Estate Tax Rate was increased once in the past decade from 54¢ to 58¢ per \$100 of A.V. and is amongst the lowest of the counties in the immediate area.

Historical Real Estate Tax Rate



Real Estate Tax	
Tax Year	Rate
2021	\$0.58
2020	\$0.58
2019	\$0.58
2018	\$0.58
2017	\$0.58
2016	\$0.58
2015	\$0.54
2014	\$0.54
2013	\$0.54
2012	\$0.54

Peer Comparative | Counties



2. General Fund Trend Analysis | FY 2016 – FY 2020



The County's recurring General Fund Operations have been managed very well allowing the County to generate break-even to positive financial results and invest in capital projects.

■ General Fund Operations:

- The County has historically operated with structurally balanced budgets over the past five years.
- Transfers out generally reflect amounts that have been transferred to the County Capital Projects Fund that are applied to CIP needs in a give year or “banked” in anticipation of larger capital needs.
- FY 2019 excess was related to larger than expected landfill tipping fees which were transferred out the following year in FY 2020.

	1	2	3	4	5	
GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
1 Changes in General Fund Balance						
2 Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
3 Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
4 Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
5 Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
6 Other Sources (Uses)	-	-	-	-	-	
7 Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	

2. General Fund Operations | FY 2021 Budgeted Revenues



Key Observations:

- Real Property tax rate is unchanged at \$0.58 per \$100 of A.V.
- Total General Property Taxes (\$10.0 Million) are the largest local revenue source and are 39.4% of Total General Fund Revenue.
 - As a subset of the above, Real Property taxes (\$5.1 Million) comprise approximately 20.1% of Total General Fund Revenue.
- Landfill tipping fees (\$5.5 Million) are the second largest local revenue source and are 21.7% of Total General Fund Revenue.
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County.
 - This lost revenue translates into an approximate Real Estate tax impact of 9.4¢ on the County's Real Estate Tax Rate (assuming 1¢ = \$88,200)

	1	2	3	4
REVENUE	2020	2021	2020 to 2021 % Change	% of Gen Fund Rev
1 General Property Taxes				
2 Real Estate	\$ 5,289,150	\$ 5,115,400	-3.3%	20.1%
3 Personal Property	2,673,495	2,728,900	2.1%	10.7%
4 Machinery & Tools	945,942	1,118,800	18.3%	4.4%
5 Public Service Corp	746,544	792,560	6.2%	3.1%
6 Other Categories	270,923	276,250	2.0%	1.1%
7 General Property Taxes	\$ 9,926,054	\$ 10,031,910	1.1%	39.4%
9 Other Local Taxes				
10 Local Sales and Use	\$ 990,054	\$ 897,528	-9.3%	3.5%
11 Transient Occupancy	-	-		
12 Other Categories	398,210	384,150	-3.5%	1.5%
13 Other Local Taxes	\$ 1,388,264	\$ 1,281,678	-7.7%	5.0%
14 Permits, Privilege Fees and Licenses	\$ 444,260	\$ 446,400	0.5%	1.8%
15 Fines & Forfeitures	\$ 1,050,000	\$ 1,125,000	7.1%	4.4%
16 Revenue from Use of Money/Property	\$ 117,500	\$ 145,000	23.4%	0.6%
17 Charges for Services				
18 Landfill Tipping Fees	\$ 5,700,000	\$ 5,536,489	-2.9%	21.7%
19 Other	186,165	179,565	-3.5%	0.7%
20 Designated Use of Unassigned Fund Balance	188,524	-		
21 Charges for Services	\$ 6,074,689	\$ 5,716,054	-5.9%	22.4%
22 Misc/Recovered Costs	\$ 348,358	\$ 379,174	8.8%	1.5%
23 TOTAL LOCAL REVENUE	\$ 19,349,125	\$ 19,125,216	-1.2%	75.1%
24 INTERGOVERNMENTAL - COMMONWEALTH	\$ 3,983,294	\$ 3,973,184	-0.3%	15.6%
25 INTERGOVERNMENTAL - FEDERAL	\$ -	\$ -		
26 SUBTOTAL GENERAL FUND REVENUE (Before other misc	\$ 23,332,419	\$ 23,098,400	-1.0%	90.7%
27 VPA/DSS FUND REVENUE (Excl Local Transfer)	\$ 1,792,109	\$ 1,809,468	1.0%	7.1%
28 CSA FUND REVENUE (Excl Local Transfer)	\$ 551,942	\$ 551,942	0.0%	2.2%
29 IPR PROGRAM REVENUE	\$ 2,025	\$ 2,025	0.0%	0.0%
30 CDBG FUND REVENUE	\$ 3,425	\$ 3,425	0.0%	0.0%
31 LAW LIBRARY FUND REVENUE	\$ -	\$ -	*Note	0.0%
32 TOTAL GENERAL FUND REVENUE (Net of Local Transfers)	\$ 25,681,920	\$ 25,465,260		100.0%
34 School Board				
35 Commonwealth	\$ 9,180,083	\$ 9,773,966	6.5%	
36 Federal	1,989,678	2,039,598	2.5%	
37 Other Miscellaneous	381,855	374,855	-1.8%	
38 TOTAL SCHOOL BOARD	\$ 11,551,616	\$ 12,188,419	5.5%	
40 TOTAL REVENUE	\$ 37,233,536	\$ 37,653,679	1.1%	

*Note: Special Revenue Fund; Excluded for purposes of this analysis.

2. General Fund Operations | FY 2021 Budgeted Expenditures



■ Key Observations:

- Debt Service as a percentage of Total General Fund Expenditures is healthy at 5.7%.
 - As a percentage of the Total Expenditures (General Fund and School Component), Debt Service represents 3.8%, which is low.
 - The industry standard benchmark target is no greater than approximately 10%.
- Based on the County's structurally balanced FY 2021 budget, approximately \$417,000 is budgeted as a transfer to the Capital Projects Fund (i.e. reserves for capital).

	1	2	3	4
	2020	2021	2020 to 2021	% of Gen Fund Rev
EXPENDITURES			% Change	
1 General Government Administration	\$ 2,090,590	\$ 2,314,348	10.7%	9.2%
2 Judicial Administration	1,136,158	1,124,824	-1.0%	4.5%
3 Public Safety	6,357,247	6,447,804	1.4%	25.7%
4 Public Works	1,395,244	1,518,340	8.8%	6.1%
5 Health and Welfare	408,711	365,838	-10.5%	1.5%
6 Education (Excl Local Transfer)	4,495	4,482	-0.3%	0.0%
7 Education (Local Transfer to Sussex Schools)	7,999,170	7,999,170	0.0%	31.9%
8 Parks, Recreation and Cultural	231,698	240,065	3.6%	1.0%
9 Community Development	646,426	619,208	-4.2%	2.5%
10 Debt Service	1,892,533	1,421,641	-24.9%	5.7%
11 Non-Departmental	114,830	121,000	5.4%	0.5%
12 SUBTOTAL GENERAL FUND (Before other misc funds)	\$ 22,277,102	\$ 22,176,720	-0.5%	88.5%
13 VPA/DSS FUND	2,127,832	2,140,958	0.6%	8.5%
14 CSA FUND	725,000	725,000	0.0%	2.9%
15 IPR PROGRAM REVENUE	2,025	2,025	0.0%	0.0%
16 CDBG FUND REVENUE	3,425	3,425	0.0%	0.0%
17 LAW LIBRARY FUND REVENUE	-	-	*Note	
18 TOTAL GENERAL FUND EXPENDITURES (Net of Local Trar	\$ 25,135,384	\$ 25,048,128		100.0%
19				
20 Transfer to Capital Projects Fund	\$ 546,536	\$ 417,132		
21 SCHOOL BOARD EXPENDITURES (Non-Local Portion)	\$ 11,551,616	\$ 12,188,419		
22 TOTAL EXPENDITURES	\$ 37,233,536	\$ 37,653,679		

*Note: Special Revenue Fund; Excluded for purposes of this analysis.

2. General Fund | Importance of Landfill Revenue



The County's Landfill Revenues represent over 1/5 of the County's Total General Fund Revenue.

■ Landfill Revenue

- Landfill revenues are a large component of the County's operating budget having averaged about 22% of the General Fund revenues over the past five years.
- On average Landfill revenues average approximately \$5.6 Million per year and are greater than the County's Real Estate Property Taxes.
 - This amount of recurring Landfill revenues translates to a Real Estate tax equivalent 61¢ on the County's Real Estate tax rate (assuming 1¢ = \$88,200).
- In FY 2021, the Landfill lost a contract that could result in upwards of \$830,000 of lost revenue to the County, which may adversely impact this revenue stream on a going forward basis.

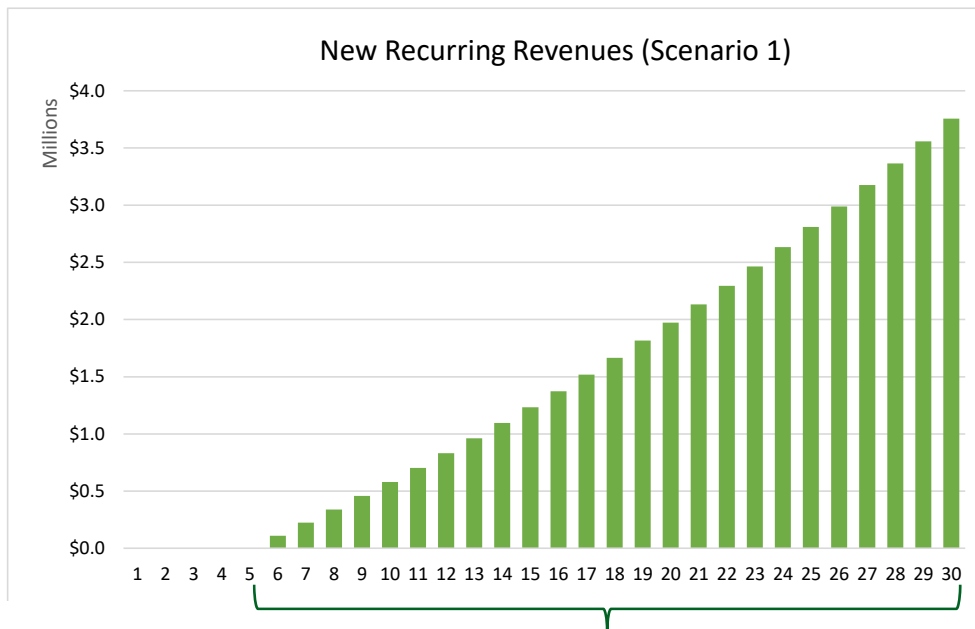
	1	2	3	4	5	
REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes - Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
2 General Property Taxes - Other	4,340,174	4,399,131	4,712,494	4,390,892	4,635,019	0.4%
3 Landfill Tipping Fees	4,396,660	4,746,266	5,497,539	7,547,372	5,591,223	2.2%
4 All Other General Fund Revenue	9,452,601	9,145,444	9,161,798	10,163,036	10,015,973	2.1%
5 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
6						
7 Landfill Tipping Fees % of Total Revenue	19.3%	20.5%	22.6%	27.7%	22.0%	



2. General Fund | Replacing Landfill Revenue (Scenario 1)

■ Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:

- No New Recurring Revenues over first 5 years - assumes County investment is required.
- Economic Development results in New Recurring Revenues over time beginning in Year 6.
- New Recurring Revenues are added regularly (averaging \$110,000 per year) and assumed to have the potential to grow at approximately 2.5%.
- New Recurring Revenue stream is “banked” to create an approximate \$45 to \$50 Million endowment.



1. *New Recurring Revenues grow to a \$3.7 Million annual recurring stream.*

2. *New Recurring Revenues grow and then are banked to create an “Endowment” that can generate approximately \$1.3 Million in interest income annually.*

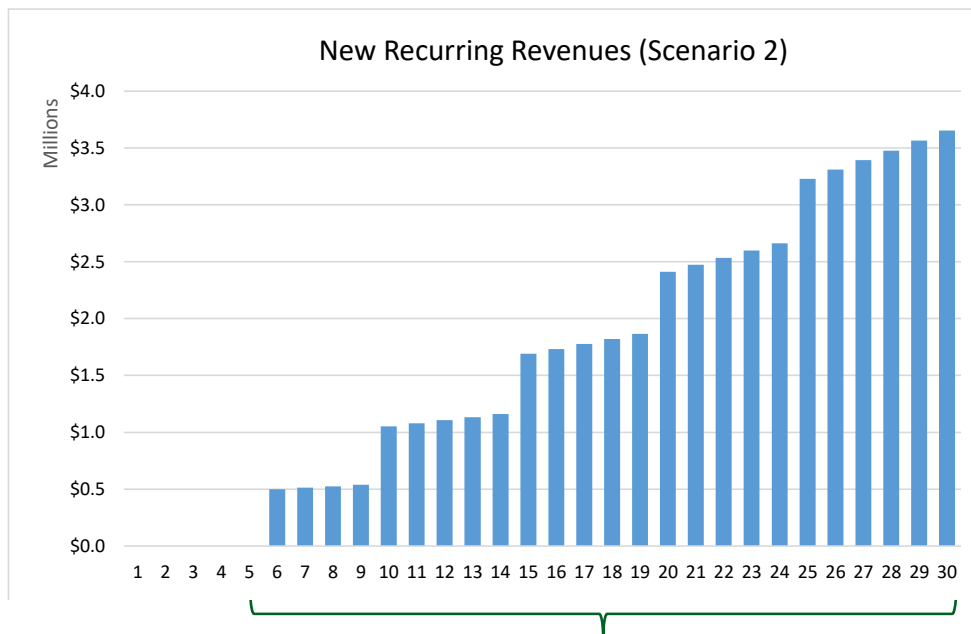
Combination of 1 + 2 results in an approximate \$5+ Million cash flow that could replace Landfill Revenues.



2. General Fund | Replacing Landfill Revenue (Scenario 2)

■ Consider an Endowment Approach funded from New Recurring Revenues generated by economic development with the goal of creating an endowment over 30 years. Approach assumes:

- No New Recurring Revenues over first 5 years - assumes County investment is required.
- Economic Development results in New Recurring Revenues over time beginning in Year 6.
- New Recurring Revenues are added regularly (averaging \$500,000 every 5 years) and assumed to have the potential to grow at approximately 2.5%.
- New Recurring Revenue stream is “banked” to create an approximate \$45 to \$50 Million endowment.



1. *New Recurring Revenues grow to a \$3.7 Million annual recurring stream.*

2. *New Recurring Revenues grow and then are banked to create an “Endowment” that can generate approximately \$1.3 Million in interest income annually.*

Combination of 1 + 2 results in an approximate \$5+ Million cash flow that could replace Landfill Revenues.



3. Unassigned Fund Balance | Observations/Proposed Policy

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

Recommendation:

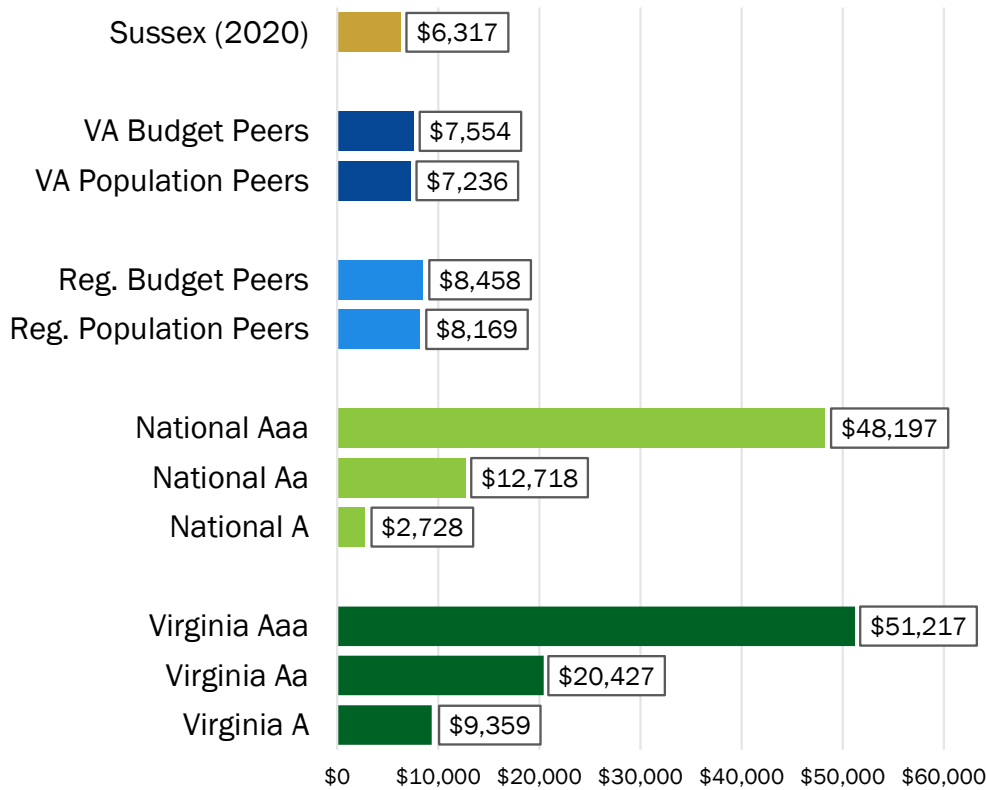
- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.



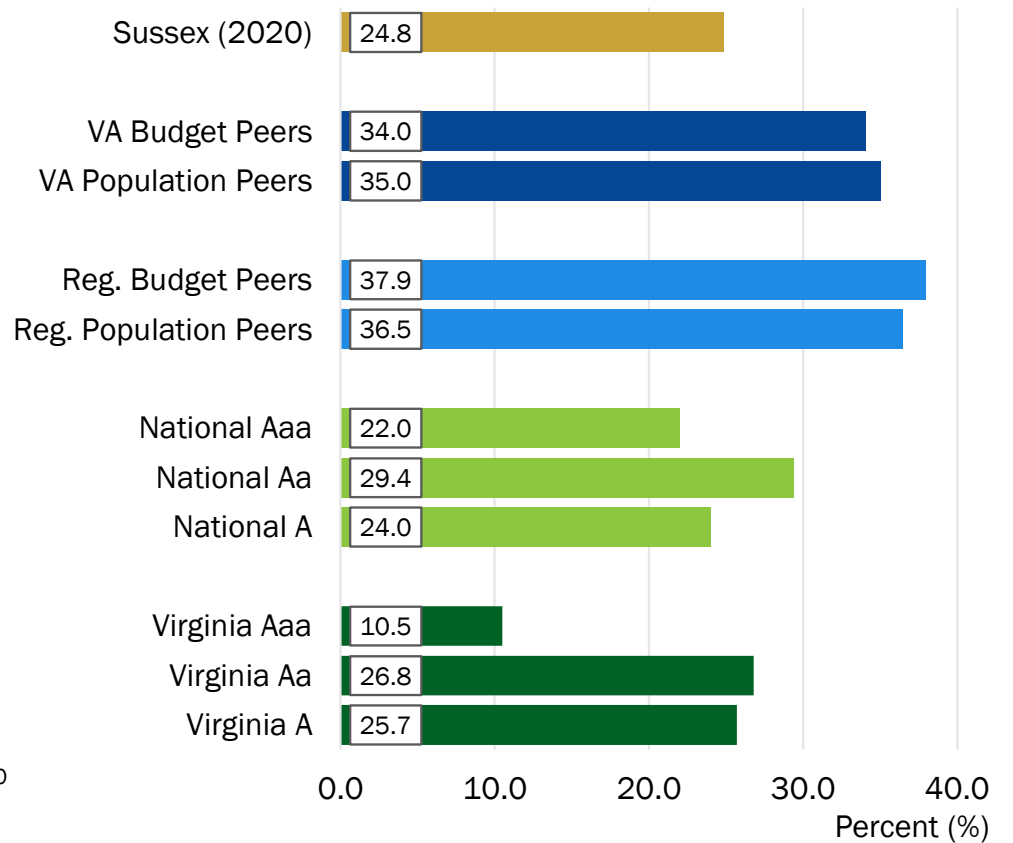
3. Peer Comparison | Unassigned Fund Balance

- The County's Unassigned Fund Balance is slightly below its Peers when measured in terms of Dollars (\$) and as a Percentage (%) of General Fund Revenues.

Unassigned Fund Balance (\$)



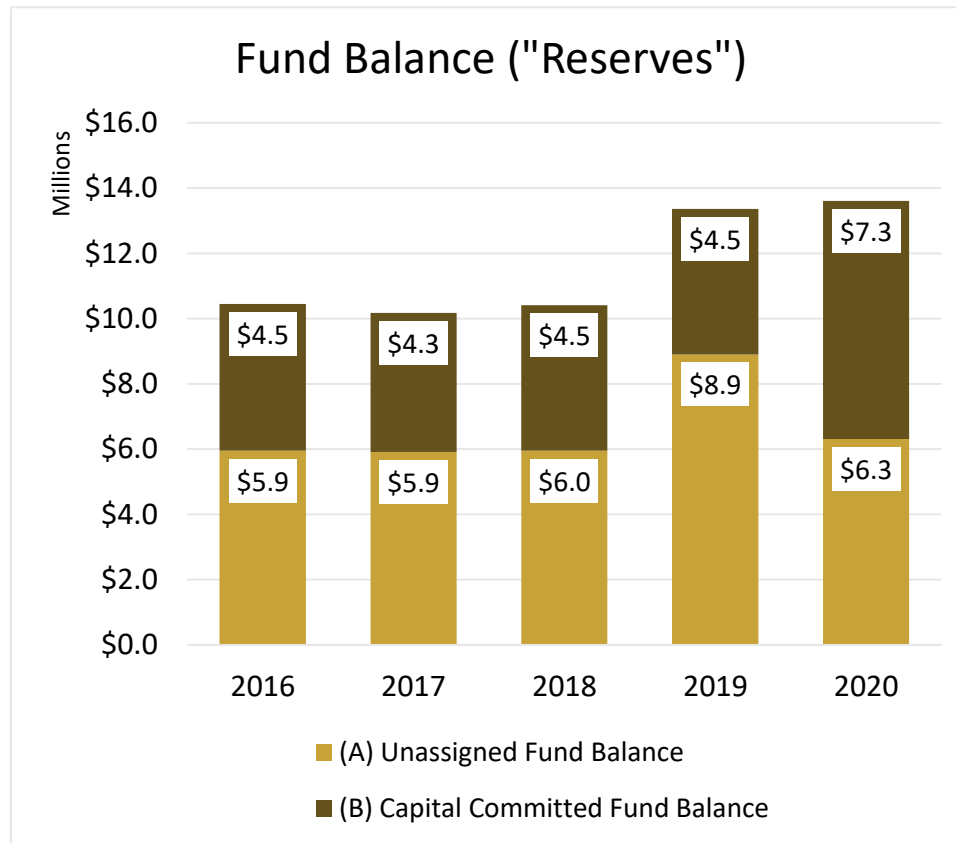
Unassigned Fund Balance as a % of General Fund Revenues





3. Fund Balance | “Reserves”

- The County maintains “Fund Balances” that function as “Reserves”. These are found in two primary buckets:
 - Unassigned Fund Balance; and
 - Capital Projects Committed Fund Balance.



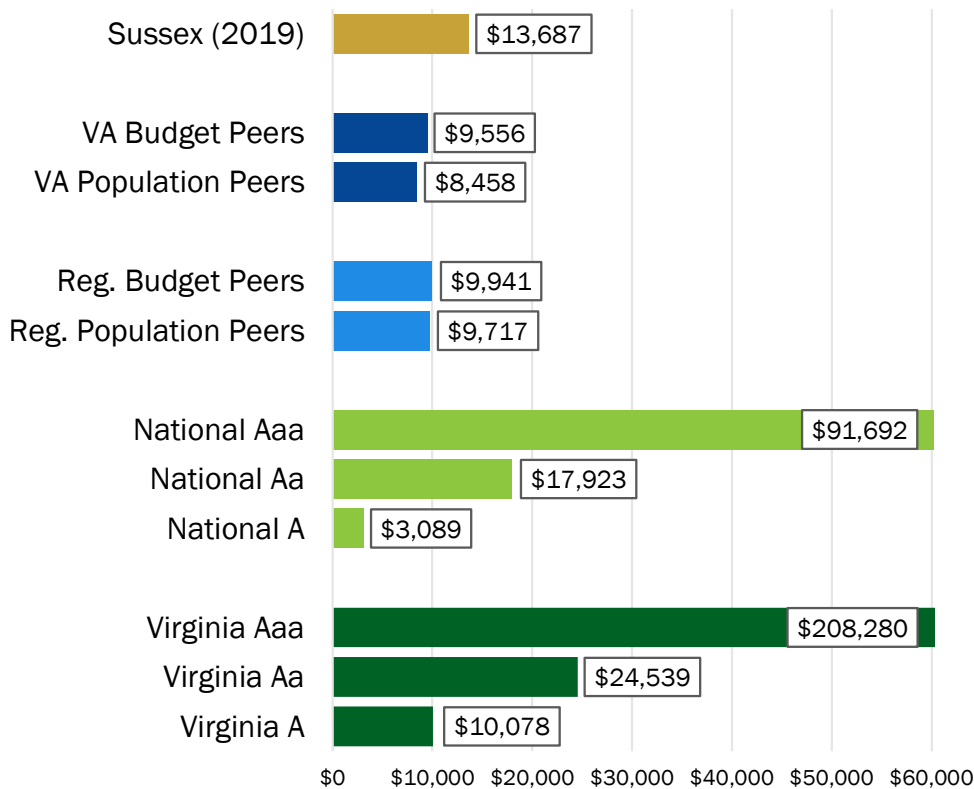
- The County has a very solid level of Capital Reserve Funds that is separate from its Unassigned Fund Balance.
- Collectively, these Reserves approximate \$13.6 Million as of FYE 2020.
- This amount translates into about 53.8% of General Fund Revenues.



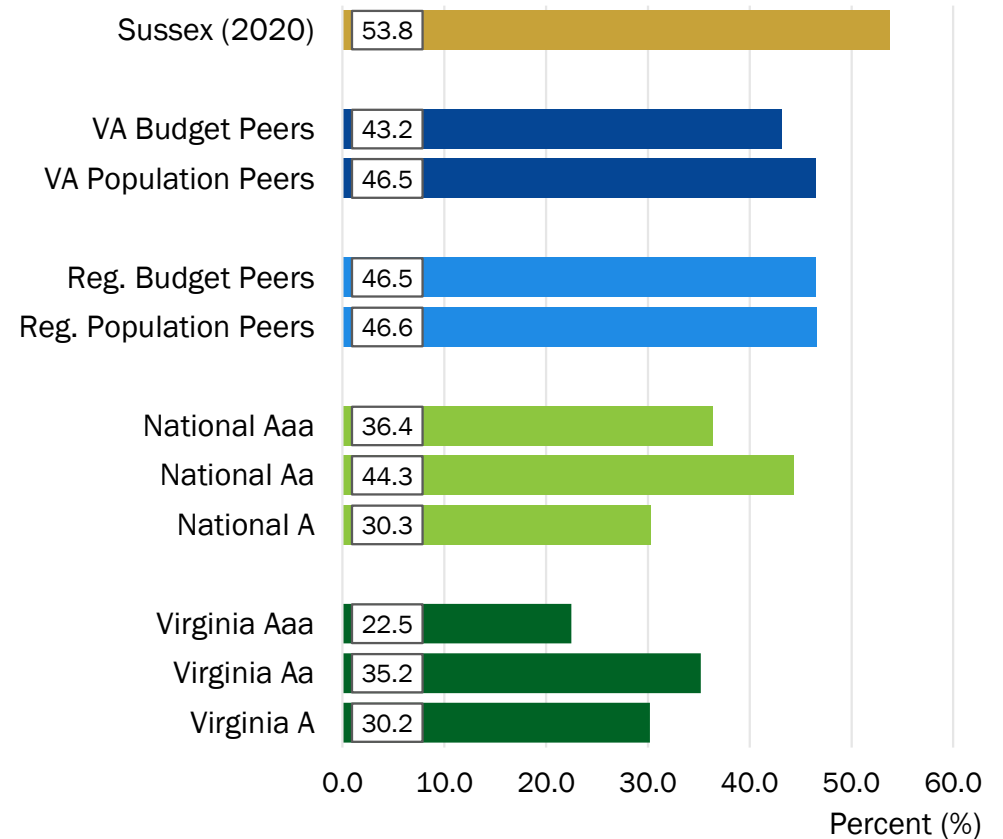
3. Peer Comparison | “Reserves” or Available Fund Balance

- The County’s Available Fund Balance (i.e. Reserves comprised of Unassigned Fund Balance and Capital Projects Committed Fund Balance) is **above** its Peers when measured in terms of Dollars (\$) and as a Percentage (%) of General Fund Revenues.

Available Fund Balance (\$)



Available Fund Balance as a % of General Fund Revenues





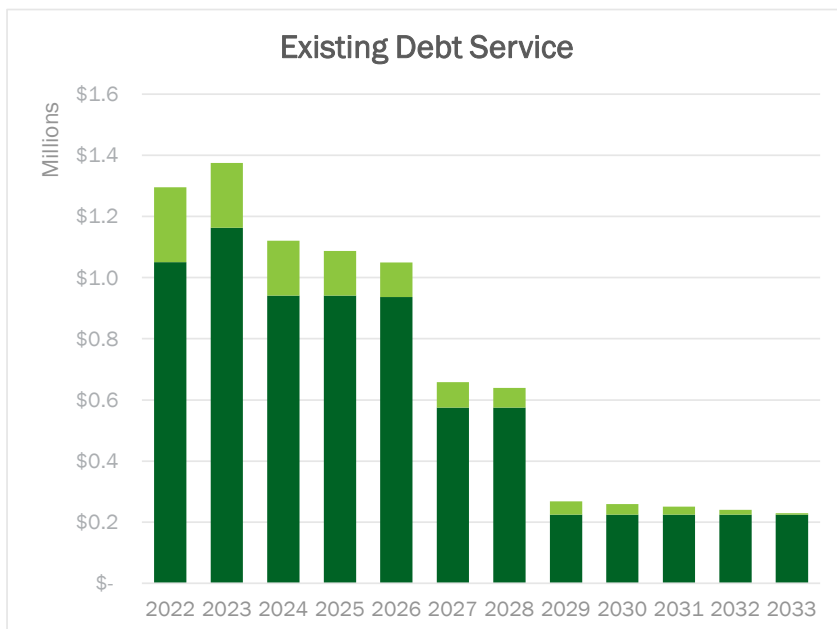
4.

Existing Tax Supported (General Fund/Schools) Debt Profile

■ Existing Debt – Observations and Considerations:

- There are no refunding opportunities at this time.
- The County’s 10-year payout ratio of its General Fund Debt is approximately 93.8%.
- All of the County’s existing debt is school related and is comprised of VPSA, direct Literary Loans and QZABs with no significant refunding opportunities.
- By FY 2027, the County begins to have a significant decline in debt service and increasing new debt affordability.

Total Tax-Supported Debt Service



Total Tax-Supported Debt Service

	Fiscal Year	Principal	Interest	Total
1	2022	\$ 1,050,600	\$ 244,644	\$ 1,295,245
2	2023	1,162,840	211,688	1,374,528
3	2024	941,397	178,731	1,120,128
4	2025	941,397	145,774	1,087,171
5	2026	936,400	112,943	1,049,343
6	2027	575,127	82,489	657,616
7	2028	575,117	63,997	639,114
8	2029	225,000	43,256	268,256
9	2030	225,000	34,144	259,144
10	2031	225,000	25,594	250,594
11	2032	225,000	15,356	240,356
12	2033	225,000	5,119	230,119
Total		\$ 7,307,878	\$ 1,163,734	\$ 8,471,612



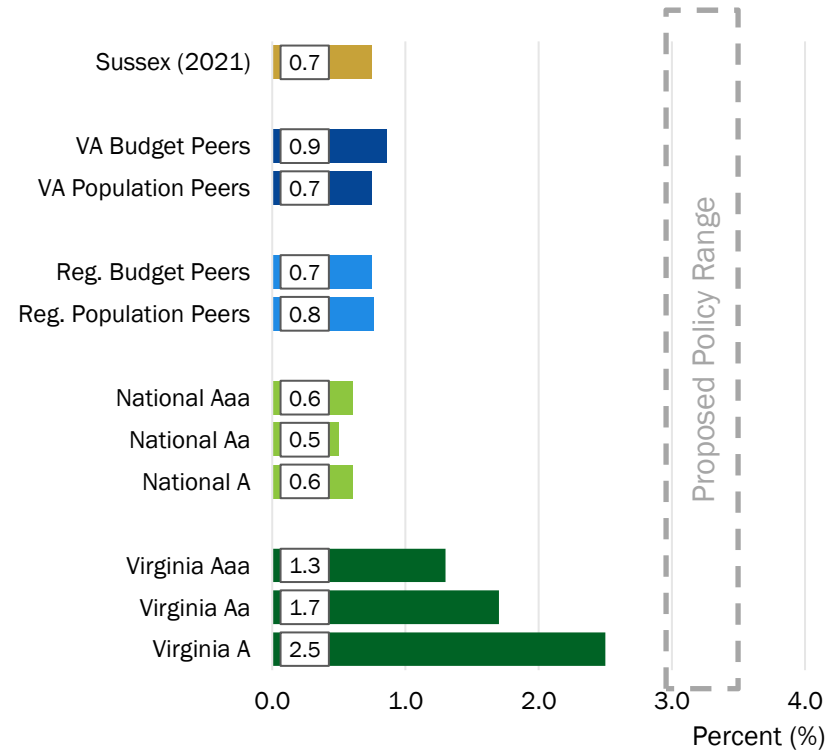
5. Debt Capacity | Proposed Policy: Debt vs. Assessed Valuation

- General Fund Debt Capacity
 - Debt vs. Assessed Value of taxable property is a key ratio that answers the question *“Can I Borrow This?”*. It is commonly used by rating agencies to measure an issuer’s capacity to support existing and additional debt.
 - The County’s ratio is “Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.*
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt vs. Assessed Value Policy in the 3.0% to 3.5% range.*
- At 3.0%, the County would have approximately \$26 Million of borrowing capacity.*
- At 3.5%, the County would have approximately \$32 Million of borrowing capacity.*

Debt to Assessed Value Peer Comparative



- Rating Considerations:
 - Moody’s: Criteria for General Obligation Credits defines categories of Debt to Assessed Values as:
 - Very Strong (Aaa): < 0.75%
 - Strong (Aa): 0.75% - 1.75%**
 - Moderate (A): 1.75% - 4.0%
 - Weak - Very Poor (Baa and below): > 4.0%
 - S&P: A positive qualitative adjustment is made to the Debt and Contingent Liabilities score for a debt to market value ratio below 3.0%, while a negative adjustment is made for a ratio above 10.0%.



5. Debt Capacity | Proposed Policy: Debt Service vs. Expenditures

General Fund Debt Capacity

- Debt Service vs. Expenditures is a key ratio because it measures how much of the annual budget is being spent to pay for debt, and can show how much additional debt service can be added before exceeding prudent levels. It answers the *“Can I Afford This?”* question.
- The County’s ratio is “Very Strong” from the Rating Agencies’ perspective.

Recommendation:

- Davenport recommends that the County implement Debt Policies that govern the amount of debt that can be issued and still be in compliance with “Best Practices” of comparable local governments.
- Proposed Debt Policy: Davenport recommends that the County consider adopting a Debt Services vs. Expenditures Policy in the 8% to 10% range.
- At 8.0%, the County would have approximately \$20 Million of borrowing capacity.
- At 10.0%, the County would have approximately \$32 Million of borrowing capacity.

Borrowing capacity assumes 25 year financing at 3.5%.

Debt Service vs. Expenditures Peer Comparative



Rating Considerations:

- Moody’s: Moody’s criteria allows for a scorecard adjustment if an issuer has very high or low debt service relative to its budget Percent.
- S&P: The Debt and Contingent Liabilities section defines categories of Net Direct Debt as a % of Total Governmental Funds Expenditures as follows:

– Very Strong:	<8%
– Strong:	8% to 15%
– Adequate:	15% - 25%
– Weak:	25% - 35%
– Very Weak:	> 35%

Source: County CAFRs, Moody’s Investor Services, and S&P.



5. Debt and Contingent Liability Policies | Rating Agency and GFOA Guidance

■ S&P Views on Debt Management Policies:

- “Has the organization established policies pertaining to the issuance of debt, such as projects that may or may not be funded with debt (including economic development projects); maturity and debt service structure; use of security and pledges, credit enhancement, and derivatives; and debt refunding guidelines?”
- **Strong:** Debt policies exist and are well defined; strong reporting and monitoring mechanisms exist and are functioning. If swaps are allowed, a formal swap management plan that follows S&P’s guidelines has been adopted.
- **Standard:** Basic policies exist; policies are widely communicated and followed. If swaps are allowed there is a swap management plan in place, but it does not follow S&P’s guidelines.
- **Vulnerable:** Absence of basic policies or clear evidence that basic policies are followed. Swaps are allowed but there is no swap management plan in place, and/or there is no local (non-FA) knowledge about the swap.

■ GFOA Debt Management Commentary:

- “Debt Limits. The Policy should consider setting specific limits or acceptable ranges for each type of debt. Limits generally are set for legal, public policy, and financial reasons.”
- “Financial restrictions or planning considerations generally reflect public policy or other financial resources constraints, such as reduced use of a particular type of debt due to changing financial conditions. Appropriate debt limits can have a positive impact on bond ratings, particularly if the government demonstrates adherence to such policies over time. Financial limits often are expressed as ratios customarily used by credit analysts. Different financial limits are used for different types of debt.” Examples include:
 - Direct Debt, including general obligation bonds, are subject to legal requirements and may be able to be measured or limited by the following ratios:
 - Debt per capita,
 - Debt to personal income,
 - Debt to taxable property value, and
 - Debt service payments as a percentage of general fund revenues or expenditures.



6. Potential Debt Affordability | CIP Assumptions (cont.)

- Davenport has analyzed the potential cash flow and Equivalent Real Estate Tax impact of Future CIP Projects totaling approximately \$23.5 Million which are comprised of the following:

Projects Financed	Amount	Timing	Financing Type	Interest Rate	Repayment
Equipment	\$ 11,806,448	FY2021-FY2031	Bank Lease	2.25%	7-10 Years
Fire Stations	\$ 5,000,000	FY2022	USDA	2.25%	40 Years
Subtotal Fire/EMS Needs	\$ 16,806,448				
County Facilities (Option 1)					
Subtotal County Facilities	\$ 6,667,000	FY 2023	USDA	2.25%	40 Years
Total All Needs	\$ 23,473,448				

- Note: Based on presentations to the Finance Committee and Board of Supervisors in early February, the County has given direction to proceed with the Master Lease funding approach for Equipment needs.

- Our analysis provides an estimated Equivalent Tax Impact assuming a potential combination of Bank Lease Financing for Equipment and USDA for “bricks and mortar” facilities (i.e. Fire Stations and County Buildings). We have analyzed the following two Scenarios:
 - Scenario 1: Equivalent Tax Impact as new revenues are needed; Without Capital Reserve Funds.
 - Scenario 2: Potential Upfront Equivalent Tax Impact; With \$2.4 Million of Capital Reserve Funds strategically used to “offset” debt service.



6. Potential Debt Affordability | Preliminary Results Scenario 1 Without Use of Capital Reserve Funds

■ Scenario 1 assumes:

- New revenues (Equivalent Real Estate Tax) are raised beginning in FY 2023 and continuing through FY 2026;
- No Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 1	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.07¢	--	--	2.07¢	-
2023	1.97¢	1.16¢	--	3.13¢	-
2024	--	--	--	--	-
2025	--	--	1.77¢	1.77¢	-
2026	--	--	1.63¢	1.63¢	-
Total	4.04¢	1.16¢	3.40¢	8.60¢	\$ -

Capital Reserve (Per Project): \$0 \$0 \$0 \$0

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



6. Potential Debt Affordability | Preliminary Results Scenario 2 With Use of Capital Reserve Funds

■ Scenario 2 assumes:

- New revenues (Equivalent Real Estate Tax) are raised upfront in FY 2022;
- Approximately \$2.4 Million of Capital Reserve Funds are used to “Offset” the impact of New Debt Service; and
- The County’s FY 2021 Debt Service Budget of \$1,328,202 is held constant in future projection years.

■ Preliminary Results:

Scenario 2	A	B	C		
Fiscal Year	Fire/EMS Equipment Only	Plus: Fire Stations	Plus: County Facilities	Total - All Projects	Capital Reserve Fund Used
2022	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000
2023	--	--	--	--	-
2024	--	--	--	--	-
2025	--	--	--	--	-
2026	--	--	--	--	-
Total	2.50¢	0.50¢	1.25¢	4.25¢	\$ 2,400,000

Capital Reserve (Per Project): \$400,000 \$1,000,000 \$1,000,000 \$2,400,000

- *Note: The initial (FY 2021) \$1.77 Million Equipment Purchase can be accommodated via the County’s built-in debt affordability; a minimal use of already dedicated Capital Reserve Funds and no equivalent real estate tax impact.*



7. Sussex Service Authority | Historic Operations

	Actual	Actual	Actual	Yr End Proj	Budget
Fiscal Year:	2017	2018	2019	2020	2021
Utility System					
TOTAL REVENUES	4,393,473	4,740,072	4,737,827	4,740,205	4,980,810
TOTAL EXPENSES	2,561,556	2,618,418	2,804,304	2,833,053	3,052,343
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,831,917	2,121,654	1,933,523	1,907,152	1,928,467
Total Debt Service	1,494,935	1,492,660	1,478,717	1,787,006	1,666,046
SURPLUS (DEFICIT)	336,982	628,994	454,806	120,146	262,421
Debt Service Coverage	1.25	1.45	1.32	1.08	1.18
Total Other One-time Rev/Transfers	0	16,123	0	63,830	8,200
Utility Restricted Cash					
Beginning Balance	3,591,533	3,410,154	3,459,013	3,580,575	3,439,552
-Plus Surplus/(Less Deficit)	336,982	403,248	403,248	120,146	262,421
-Plus(Less): Non-Oper Rev/Transfers	0	0	0	63,830	8,200
-Less Capital Exp	0	0	0	(325,000)	(300,000)
-Plus(Less) Adjustment	(518,361)	(354,389)	(281,686)	0	0
Ending Balance	3,410,154	3,459,013	3,580,575	3,439,552	3,410,172
Utility Unrestricted Cash					
Beginning Balance	31,746	31,746	113,082	153,074	153,074
-Plus Surplus/(Less Deficit)	0	225,746	51,558	0	0
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	16,123	0	0	0
-Plus(Less) Adjustment	0	(160,533)	(11,567)	0	0
Ending Balance	31,746	113,082	153,074	153,074	153,074

- Based on audited statements for FY 2017 through FY 2019, the Authority has maintained Debt Service Coverage in excess of its 1.15x requirement.
- Preliminary year end projection numbers for FY 2020 indicated that the Authority may not achieve its 1.15x Debt Service Coverage requirement.
- The FY 2021 Budget incorporates a 1.18x Debt Service Coverage target.
 - However, if the Authority’s actual performance is consistent with its FY 2021 Budget, it appears that there will be insufficient revenues to fully fund the \$403,248 deposit to the DOC Repair and Replacement Fund.

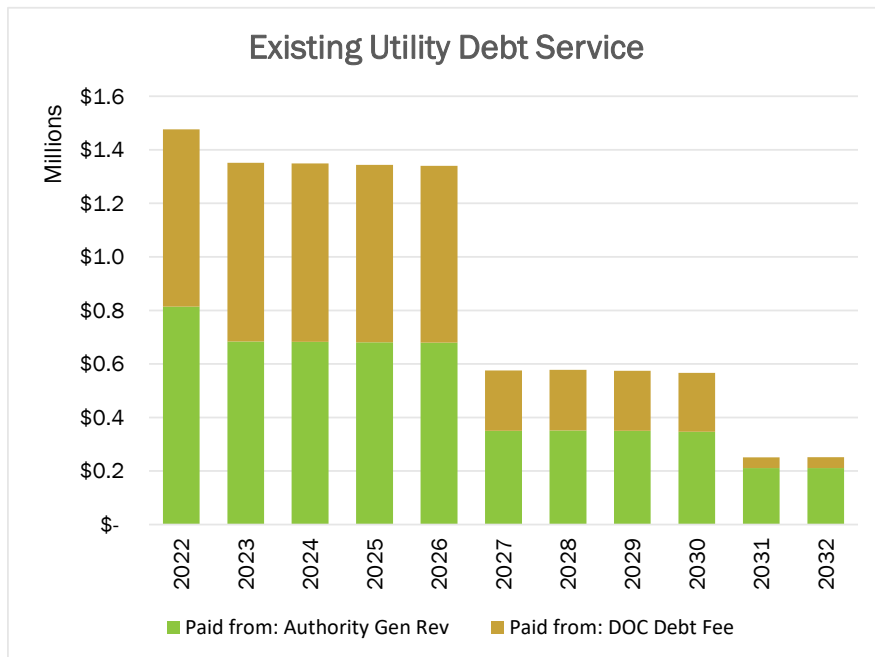


7. Sussex Service Authority Debt Profile

Existing Debt – Observations and Considerations:

- The Authority’s 10-year payout ratio of its Debt is approximately 97.0%.
- Approximately 40%-45% of the annual debt service of the Authority is funded directly from DOC Debt Fees related to borrowings that benefited DOC.
- Based on current market conditions, the Authority has approximately \$2 Million of existing 2011 and 2012 Bonds that could potentially be refunded in mid-August 2021 for interest rate savings.
 - Total cash flow savings is currently estimated at \$158,000 or about 7.4% on a present value basis (Note: Industry standard benchmark for a transaction to be considered worthwhile is 3.0%)
 - This savings approximates \$14,350 per year through FY 2032.

Total Utility Debt Service



Total Utility Debt Service

Fiscal Year	Total Debt Service	Paid from: Authority Gen Revenue	Paid from: DOC Debt Fee
2022	\$ 1,476,597	\$ 814,443	\$ 662,155
2023	1,352,053	684,474	667,578
2024	1,349,263	683,422	665,842
2025	1,343,736	680,946	662,790
2026	1,340,955	679,753	661,202
2027	575,568	350,623	224,945
2028	578,538	351,980	226,559
2029	575,346	350,492	224,854
2030	566,847	346,870	219,977
2031	250,883	211,010	39,873
2032	252,776	211,911	40,865
Total	\$ 9,662,563	\$ 5,365,923	\$ 4,296,640



Scenario 1

■ Key Revenue Assumptions:

- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- DOC Finance Charges tied to existing debt service only on the Series 2009, 2011 and 2019 Bonds.
- Other Fees held constant at \$430,000.
- Management Fees held constant at \$195,000.

■ Key Expense Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- \$30,000 additional Maintenance expense per year to address I&I (Beginning in FY 2023).

■ Additional Debt:

- \$475,000 in FY 2021.

Scenario 2

■ Key Revenue Assumptions:

- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- DOC Finance Charges tied to existing debt service only on the Series 2009, 2011 and 2019 Bonds.
- Other Fees held constant at \$430,000.
- Management Fees held constant at \$195,000.

■ Key Expense Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- \$30,000 additional Maintenance expense per year to address I&I (Beginning in FY 2023).

■ Additional Debt:

- \$475,000 in FY 2021
- \$5,000,000 in FY 2023.



7. Sussex Service Authority | Future Capital Projects

- Shown below are the Potential Future Capital Projects as provided by the Sussex Service Authority.
 - DOC Water Filter Financing assumes \$475,000 at 1.25% for 20 years (Authority assumption – currently in process).
 - The Potential Economic Development-related Projects totaling \$5 Million assume additional debt financing at 3.0% for 20 years as shown below for projection purposes only (Note: Davenport has assumed the project cost/timing below for analytical demonstration purposes only – Projects costs are not yet finalized and timing is TBD).

	Description	Estimated Cost	Funding	Timing Assumption	Shared with DOC	Fully Paid by Authority
	1 Debt Funded					
<i>Potential Economic Development-related Projects are estimated to be \$5 Million and occur in FY 2023</i>	2 DOC Water Filter	\$ 475,000	Debt	FY 2021	TBD	TBD
	3 Upgrade of Stoney Creek Lagoons	2,500,000	Debt	FY 2023	No	Yes
	4 Upgrade Water Treatment Plant	2,000,000	Debt	FY 2023	No	Yes
	5 Water Lines for Mega Site	500,000	Debt	FY 2023	No	Yes
	6 Total Debt Funded	\$ 5,475,000				
	7					
	8 Pay-Go Funded					
	9 DOC Water Tower Painting	\$ 500,000	DOC R&R Fund	FY 2022	Yes	No
	10 Bank Street Pumping Station Upgrade	250,000	Authority R&R Fund	FY 2023	No	Yes
	11 Total Pay-Go Funded	\$ 750,000				
	12 Total Debt/Pay-Go	\$ 6,225,000				
	13					
	14 Funded in Operating Budget (Each Year)					
	15 I&I Improvements	\$ 30,000	O&M Budget (Cash Flow)	FY 2023+	No	Yes



7. Sussex Service Authority | Preliminary Results Scenario 1

■ Preliminary Results are estimated as follows:

- Note: Does not incorporate \$5 Million of Debt for Economic Development-related Projects.
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.
- Debt Capacity is rather limited at approximately \$1 Million through FY 2025.
- The Authority’s Debt Capacity increases on/about FY 2027 as its existing debt service declines (i.e. existing debt is paid off).

	Fiscal Year	DOC Service Charge Increase	Non-DOC Service Charge Increase	Expense Increase	Debt Service Coverage	Debt Issued	Cumulative Debt Capacity	DOC R&R Fund Fully Funded
1	2022	4.50%	4.50%	2.0%	1.30	\$0	\$80,000	Yes
2	2023	0.00%	2.25%	2.0%	1.36	0	660,000	Yes
3	2024	4.25%	2.25%	2.0%	1.39	0	930,000	Yes
4	2025	0.00%	2.25%	2.0%	1.39	0	930,000	Yes
5	2026	4.25%	2.25%	2.0%	1.43	0	1,990,000	Yes
6	2027	0.00%	2.25%	2.0%	2.53	0	5,980,000	Yes
7	2028	4.25%	2.25%	2.0%	2.60	0	6,280,000	Yes
8	2029	0.00%	2.25%	2.0%	2.57	0	6,280,000	Yes
9	2030	4.25%	2.25%	2.0%	2.69	0	6,960,000	Yes
10	2031	0.00%	2.25%	2.0%	5.02	0	8,450,000	Yes

■ Note: additional key assumptions include:

- Other/Management Fees held constant at \$625,000 per year



7. Sussex Service Authority | Preliminary Results Scenario 2

- Preliminary Results are estimated as follows:
 - Note: Incorporates \$5 Million of Debt for Economic Development-related Projects.
 - FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
 - Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
 - DOC increases every other year thereafter beginning in FY 2024 (and beyond) are estimated at 4.25%.

	Fiscal Year	DOC Service Charge Increase	Non-DOC Service Charge Increase	Expense Increase	Debt Service Coverage	Debt Issued	Cumulative Debt Capacity	DOC R&R Fund Fully Funded
1	2022	4.50%	4.50%	2.0%	1.30	\$0	\$0	Yes
2	2023	0.00%	16.50%	2.0%	1.31	5,200,000	0	Yes
3	2024	4.25%	2.25%	2.0%	1.26	0	0	Yes
4	2025	0.00%	2.25%	2.0%	1.26	0	0	Yes
5	2026	4.25%	2.25%	2.0%	1.30	0	980,000	Yes
6	2027	0.00%	2.25%	2.0%	1.89	0	5,050,000	Yes
7	2028	4.25%	2.25%	2.0%	1.95	0	5,520,000	Yes
8	2029	0.00%	2.25%	2.0%	1.93	0	5,520,000	Yes
9	2030	4.25%	2.25%	2.0%	2.01	0	6,280,000	Yes
10	2031	0.00%	2.25%	2.0%	2.71	0	7,860,000	Yes

- Note: additional key assumptions include:
 - Other/Management Fees held constant at \$625,000 per year



D. Credit Ratings, Peer Comparatives, and Financial Policy Overview Supporting Information



Introduction | Credit Ratings

- The County is not currently rated by the National Rating Agencies.

- There are three (3) National Rating Agencies, from which the County could potentially obtain ratings:
 - Moody’s Investors Service (Moody’s)
 - Standard and Poor’s (S&P)
 - Fitch Ratings (Fitch)

	Moody's	Standard & Poor's	Fitch	
Top Tier "Highest Possible Rating"	Aaa	AAA	AAA	
	Aa1	AA+	AA+	(Highest)
	Aa2	AA	AA	(Middle)
2nd Tier "Very Strong"	Aa3	AA-	AA-	(Lowest)
	A1	A+	A+	(Highest)
3rd Tier "Strong"	A2	A	A	(Middle)
	A3	A-	A-	(Lowest)
	Baa1	BBB+	BBB+	(Highest)
4th Tier "Adequate Capacity to Repay"	Baa2	BBB	BBB	(Middle)
	Baa3	BBB-	BBB-	(Lowest)
Non Investment Grade				



Introduction | Peer Comparatives

- The following pages contain peer comparatives based on the Moody's rating categories shown below.

- National Counties

- Aaa 117 Credits
- Aa 565 Credits
- A 142 Credits

- Virginia Counties

- Aaa 10 Credits
- Aa 27 Credits
- A 2 Credits

- The data shown in the peer comparatives is from Moody's Municipal Financial and Ratio Analysis database. The figures shown are derived from the most recent financial statement available as of February 2020 (mostly 2019 figures).

Virginia Credits (Moody's)

Aaa		
Albemarle	Henrico	Prince William
Arlington	James City	Stafford
Chesterfield	Loudoun	Goochland
Hanover		
Aa		
Appomattox	Frederick	Pulaski
Campbell	Henry	Roanoke
Caroline	Isle of Wight	Rockingham
Carroll	King George	Spotsylvania
Culpeper	Montgomery	Warren
Dinwiddie	Northumberland	Washington
Fauquier	Orange	Westmoreland
Fluvanna	Pittsylvania	Wise
Franklin	Prince George	York
A		
Patrick	Smyth	



Rating Agency Methodology Updates | Moody's

Moody's Rating Methodology

- On January 15, 2014, Moody's updated its US Local Governments General Obligation Debt methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of four key factors:

US Local Governments General Obligation Debt Methodology	
1. Economy / Tax Base	30%
Tax Base Size (Full Value)	10%
Full Value Per Capita	10%
Wealth (Median Family Income)	10%
2. Finances	30%
Fund Balance (% of Revenues)	10%
Fund Balance Trend (5-Year Change)	5%
Cash Balance (% of Revenues)	10%
Cash Balance Trend (5-Year Change)	5%
3. Management	20%
Institutional Framework	10%
Operating History	10%
4. Debt / Pensions	20%
Debt to Full Value	5%
Debt to Revenue	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Full Value	5%
Moody's Adjusted Net Pension Liability (3-Year Average) to Revenue	5%

Moody's Local Control

Category	Rating Percentage	Short-Term Control	Long Term Control
1. Economy / Tax Base	30%		✓
2. Finances	30%	✓	✓
3. Management	20%	✓	✓
4. Debt / Pensions	20%	✓	✓

Policy discussions herein will focus on these categories.

- Up to a one-notch adjustment can be made from the indicative rating based on other qualitative factors.



Rating Agency Methodology Updates | S&P

S&P Rating Methodology

- On September 12, 2013, Standard & Poor's updated its US Local Governments General Obligation Ratings methodology and assumptions.
- Under the new methodology, an initial indicative rating is calculated from a weighted average of seven key factors:

US Local Governments General Obligation Ratings Methodology	
1. Institutional Framework	10%
Legal and practical environment in which the local gov't operates	
2. Economy	30%
Total Market Value Per Capita	
Projected per capita effective buying income as a % of US projected effective buying income	
3. Management	20%
Impact of management conditions on the likelihood of repayment	
4. Budgetary Flexibility	10%
Available Fund Balance as a % of Expenditures	
5. Budgetary Performance	10%
Total Government Funds Net Result (%)	
General Fund Net Revenue	
6. Liquidity	10%
Total Gov't Available Cash as a % of Total Gov't Funds Debt Service	
Total Gov't Cash as a % of Total Gov't Funds Expenditures	
7. Debt and Contingent Liabilities	10%
Net Direct Debt as a % of Total Governmental Funds Revenue	
Total Governmental Funds Debt Service as a % of Total Governmental Funds Expenditures	

- Up to a one-notch adjustment can be made from the indicative rating based on other qualitative factors.

S&P Local Control

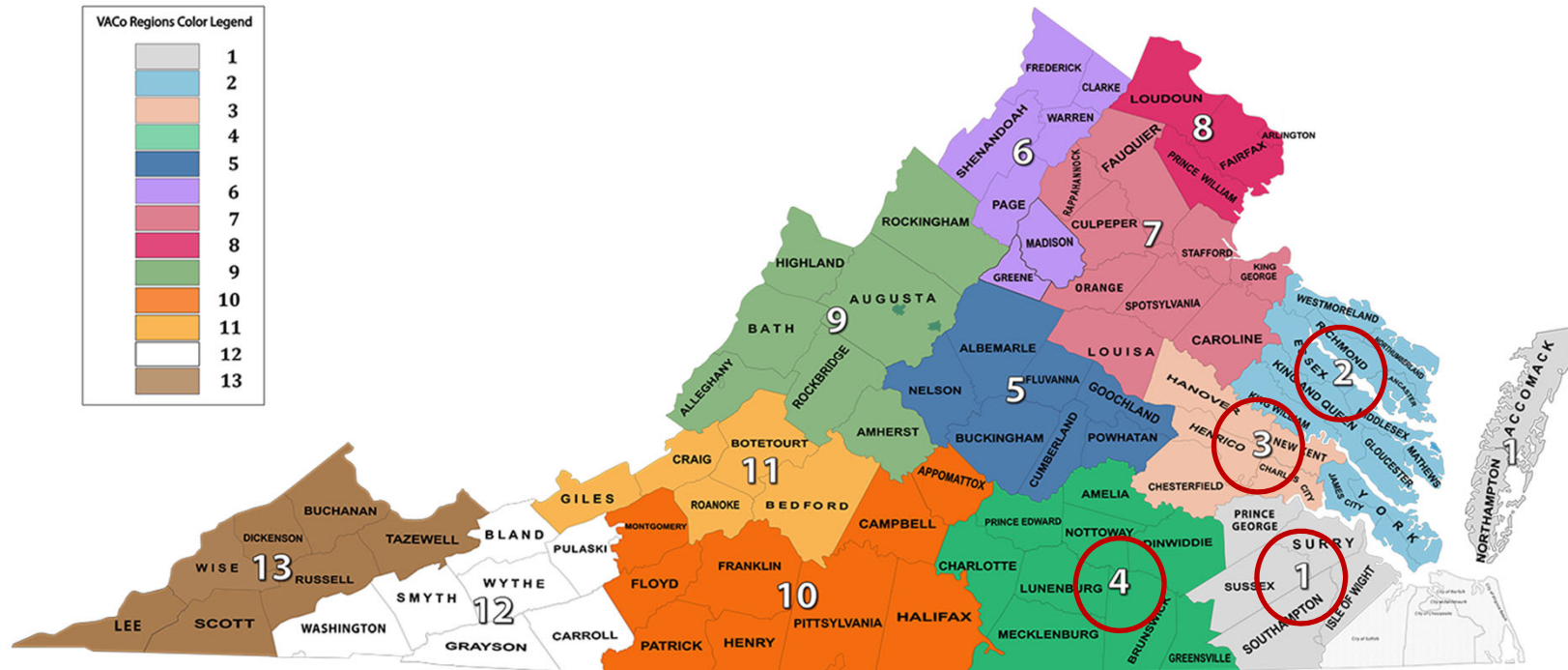
Category	Rating Percentage	Short-Term Control	Long Term Control
1. Institutional Framework	10%		✓
2. Economy	30%		✓
3. Management	20%	✓	✓
4. Budgetary Flexibility	10%	✓	✓
5. Budgetary Performance	10%	✓	✓
6. Liquidity	10%	✓	✓
7. Debt and Contingent Liabilities	10%	✓	✓

Policy discussions herein will focus on these categories.

Selection of Peer Comparatives

- In order to provide perspective on key ratios and operations, the following peer groups have been compiled:
 1. **Virginia County “Budget” Peers** - Counties in Virginia with a Total Revenue Budget⁽¹⁾ +/- \$25 Million in comparison to Sussex County.
 2. **Regional County “Budget” Peers** - Counties in VACo Regions 1, 2, 3, and 4 with a Total Revenue Budget⁽¹⁾ +/- \$25 Million in comparison to Sussex County.
 3. **Virginia County “Population” Peers** - Counties in Virginia with an estimated 2019 population (adjusted for DOC inmates) +/- 4,500 in comparison to Sussex County.
 4. **Regional County “Population” Peers** - Counties in VACo Regions 1, 2, 3, and 4 with an estimated 2019 population +/- 9,000 (adjusted for DOC inmates) +/- 4,500 in comparison to Sussex County.

Please see following page for more details on the Peer Groups.



(1) Total Revenue Budget data is sourced from the Auditor of Public Accounts Comparative Report. Where data is unavailable from the Comparative Report, the Local Revenue Budget is calculated as General Fund Revenues plus School Fund Revenues less the Local Contribution to Schools.



Peer Comparatives | Virginia and Regional

Virginia County Peers | Budget Size and Population

All Virginia Counties in Peer Group					
Entity	Budget (\$MM)	Region	Entity	Population	Region
Alleghany	54.8	9	Amelia	13,053	4
Amelia	34.2	4	Bland	6,364	12
Appomattox	44.5	10	Charles City	7,016	3
Bath	21.8	9	Charlotte	11,928	4
Bland	21.2	12	Craig	5,108	11
Brunswick	49.0	4	Cumberland	9,855	5
Buckingham	45.2	5	Essex	10,765	2
Charles City	24.6	3	Greensville	11,408	4
Charlotte	39.2	4	King And Queen	6,902	2
Clarke	43.5	6	Lancaster	10,829	2
Cumberland	33.2	5	Lunenburg	12,246	4
Dickenson	52.7	13	Madison	13,251	6
Essex	34.8	2	Mathews	8,645	2
Floyd	41.5	10	Middlesex	10,712	2
Giles	55.2	11	Northampton	11,810	1
Grayson	40.9	12	Northumberland	11,981	2
Greene	61.3	6	Rappahannock	7,285	7
Greensville	39.6	4	Richmond	9,192	2
King And Queen	23.0	2	Surry	6,561	1
King William	46.7	2			
Lancaster	32.9	2			
Lee	64.2	13			
Lunenburg	30.8	4			
Madison	43.1	6			
Mathews	27.1	2			
Middlesex	32.4	2			
Nelson	49.6	5			
Northampton	48.3	1			
Northumberland	33.7	2			
Nottoway	37.5	4			
Patrick	51.1	10			
Prince Edward	50.4	4			
Rappahannock	27.1	7			
Richmond	26.9	2			
Surry	32.6	1			
Westmoreland	46.2	2			

Regional County Peers | Budget Size and Population

Virginia Counties in Regional Peer Group					
Entity	Budget (\$MM)	Region	Entity	Population	Region
Amelia	34.2	4	Amelia	13,053	4
Brunswick	49.0	4	Charles City	7,016	3
Charles City	24.6	3	Charlotte	11,928	4
Charlotte	39.2	4	Essex	10,765	2
Essex	34.8	2	Greensville	11,408	4
Greensville	39.6	4	King And Queen	6,902	2
King And Queen	23.0	2	Lancaster	10,829	2
King William	46.7	2	Lunenburg	12,246	4
Lancaster	32.9	2	Mathews	8,645	2
Lunenburg	30.8	4	Middlesex	10,712	2
Mathews	27.1	2	Northampton	11,810	1
Middlesex	32.4	2	Northumberland	11,981	2
Northampton	48.3	1	Richmond	9,192	2
Northumberland	33.7	2	Surry	6,561	1
Nottoway	37.5	4			
Prince Edward	50.4	4			
Richmond	26.9	2			
Surry	32.6	1			
Westmoreland	46.2	2			



Rating Agency Commentary on Management and Policies

Moody's

- “A local government’s success in navigating the legal, political and practical environment in which it operates depends on a multitude of factors, including management’s mastery in understanding its resources and managing its responsibilities, public and executive support for its plans, and its willingness to use the tools at its disposal.”
- **“When evaluating a credit, we seek to understand the probable impact of fund balance policies, multi-year financial or capital planning, liquidity management, accuracy of budget forecasts, and willingness to make midyear adjustments. Reliance on non-recurring, or “one-shot” revenues, such as proceeds from the sale of assets, windfall delinquent tax collections, or the use of fund balance as a revenue source, leaves the municipality vulnerable should these one-time revenues fail to materialize.”**

Source: Moody's US Local Government General Obligation Debt, January 2014

S&P

- “The rigor of a government’s financial management practices is an important factor in Standard & Poor’s Ratings Services analysis of that government’s creditworthiness. Managerial decisions, policies, and practices apply directly to the government’s financial position and operations, debt burden, and other key credit factors. A government’s ability to implement timely and sound financial and operational decisions in response to economic and fiscal demands is a primary determinant of near-term changes in credit quality.”
- S&P measures the strength of governmental financial management through seven key factors:
 - Revenue and expenditure assumptions
 - Budget amendments and updates
 - Long term financial planning
 - Long term capital planning
 - Investment management policies
 - Debt management policies
 - Reserve and liquidity policies

Source: S&P's U.S. Local Governments General Obligation Ratings: Methodology And Assumptions, September 2013



Financial Policy Best Practices⁽¹⁾

- Financial Policies that are adopted, adhered to, and regularly reviewed are recognized as a cornerstone of sound financial management.

- Effective Financial Policies:
 - Contribute to the County's ability to insulate itself from fiscal crisis;
 - Enhance access to short-term and long-term financial credit markets (and when/if appropriate, achieve the highest rating possible);
 - Promote long-term financial stability by establishing clear and consistent guidelines;
 - Direct attention to the total financial picture of the County rather than single issue areas;
 - Promote the view of linking long-run financial planning with day-to-day operations; and
 - Provide the County Staff, the Board of Supervisors, and County citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

- Financial Policies should be reviewed periodically by County Staff and any recommended changes should be presented to the Governing Body for formal approval / adoption.

- Policy areas to consider:
 - Reserve Policies;
 - Cash Management / Investment Policies;
 - Debt / Contingent Liability Policies;
 - Budget Policies; and
 - Capital Improvement Planning Policies.



E. General Fund Operations and Policy Guidance

General Fund Operations | Revenues



REVENUE	2016	2017	2018	2019	2020	5-Year CAGR
1 General Property Taxes						
2 Real Estate	\$ 4,633,591	\$ 4,858,314	\$ 4,904,953	\$ 5,134,336	\$ 5,205,138	1.8%
3 Personal Property	2,181,038	2,349,048	2,601,043	2,399,154	2,449,363	1.8%
4 Machinery & Tools	1,227,595	1,076,338	1,082,947	972,765	1,120,472	-4.2%
5 Public Service Corp	644,197	721,445	754,404	727,714	766,419	6.3%
6 Other Categories	287,344	252,300	274,100	291,259	298,765	-3.2%
7 General Property Taxes	\$ 8,973,765	\$ 9,257,445	\$ 9,617,447	\$ 9,525,228	\$ 9,840,157	1.1%
9 Other Local Taxes						
10 Local Sales and Use	\$ 828,000	\$ 868,292	\$ 900,300	\$ 885,439	\$ 929,808	4.3%
11 Transient Occupancy	53,558	63,681	56,659	63,354	48,121	-1.1%
12 Other Categories	406,677	384,615	393,882	407,931	382,291	-0.4%
13 Other Local Taxes	\$ 1,288,235	\$ 1,316,588	\$ 1,350,841	\$ 1,356,724	\$ 1,360,220	2.7%
14 Permits, Privilege Fees and Licenses	\$ 89,085	\$ 83,095	\$ 75,098	\$ 66,026	\$ 81,849	3.4%
15 Fines & Forfeitures	\$ 761,045	\$ 1,113,847	\$ 1,131,786	\$ 1,143,885	\$ 1,019,225	5.1%
16 Revenue from Use of Money/Property	\$ 105,826	\$ 100,397	\$ 139,195	\$ 179,611	\$ 172,540	13.6%
17 Charges for Services						
18 Landfill Tipping Fees	\$ 4,396,660	\$ 4,746,266	\$ 5,497,539	\$ 7,547,372	\$ 5,591,223	2.2%
19 Other	433,791	451,965	353,771	908,689	530,028	4.7%
20 Charges for Services	\$ 4,830,451	\$ 5,198,231	\$ 5,851,310	\$ 8,456,061	\$ 6,121,251	2.4%
21 Misc/Recovered Costs	\$ 676,116	\$ 357,580	\$ 595,913	\$ 489,613	\$ 492,040	-6.2%
22 TOTAL LOCAL REVENUE	\$ 16,724,523	\$ 17,427,183	\$ 18,761,590	\$ 21,217,148	\$ 19,087,282	1.7%
23 INTERGOVERNMENTAL - COMMONWEALTH	\$ 5,028,149	\$ 4,575,570	\$ 4,412,521	\$ 4,750,590	\$ 4,859,351	0.7%
24 INTERGOVERNMENTAL - FEDERAL	\$ 1,070,354	\$ 1,146,402	\$ 1,102,673	\$ 1,267,898	\$ 1,500,720	7.1%
25 TOTAL REVENUE	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
27 School Board						
28 Commonwealth	\$ 7,409,530	\$ 8,150,127	\$ 7,943,115	\$ 8,495,685	\$ 8,811,900	2.9%
29 Federal	1,125,683	1,276,912	1,295,607	1,558,487	895,496	-2.7%
30 Other Miscellaneous	222,441	453,228	389,103	88,785	100,780	-16.3%
31 TOTAL SCHOOL BOARD	\$ 8,757,654	\$ 9,880,267	\$ 9,627,825	\$ 10,142,957	\$ 9,808,176	2.0%



General Fund Operations | Expenditures

EXPENDITURES		2016	2017	2018	2019	2020	5-Year CAGR
1	County						
2	General Government Administration	\$ 1,651,120	\$ 1,739,744	\$ 1,875,141	\$ 1,934,844	\$ 2,160,421	6.2%
3	Judicial Administration	1,146,584	1,153,653	1,118,576	1,236,305	1,300,786	3.6%
4	Public Safety	5,302,180	5,545,255	5,434,931	5,612,557	5,875,895	1.9%
5	Public Works	712,289	781,823	698,071	715,457	660,541	-3.0%
6	Health and Welfare	2,781,880	2,664,504	2,518,382	2,571,008	2,793,474	-1.0%
7	Education	7,952,062	7,457,522	8,137,551	7,747,188	8,175,100	0.5%
8	Parks, Recreation and Cultural	199,567	186,310	195,985	188,485	236,698	3.6%
9	Community Development	606,219	708,609	747,541	1,554,230	1,857,527	24.4%
10	Total Current Expenditures	\$ 20,351,901	\$ 20,237,420	\$ 20,726,178	\$ 21,560,074	\$ 23,060,442	2.4%
11	Capital Projects(1)						
12	Debt Service	1,839,568	1,788,896	1,737,194	1,684,687	1,632,397	-4.3%
13	TOTAL EXPENDITURES	\$ 22,191,469	\$ 22,026,316	\$ 22,463,372	\$ 23,244,761	\$ 24,692,839	1.8%
14							
15							
16	School Board						
17	Expenditures	\$ 16,578,990	\$ 17,168,849	\$ 17,591,725	\$ 17,719,572	\$ 17,816,962	
18	Less: (County Funded)	(7,947,062)	(7,414,308)	(8,035,626)	(7,731,313)	(8,163,484)	
19	Debt Service	125,726	125,726	125,726	154,698	154,698	
20	TOTAL SCHOOL BOARD (Net of County Funds)	\$ 8,757,654	\$ 9,880,267	\$ 9,681,825	\$ 10,142,957	\$ 9,808,176	
21							
22	CHANGES In GENERAL FUND BALANCE	2016	2017	2018	2019	2020	5-Year CAGR
23	Changes in General Fund Balance						
24	Revenues	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353	1.8%
25	Expenditures	22,191,469	22,026,316	22,463,372	23,244,761	24,692,839	1.8%
26	Excess (Deficiency) Revenues over Expenditures	\$ 631,557	\$ 1,122,839	\$ 1,813,412	\$ 3,990,875	\$ 754,514	
27	Transfers Out	(433,790)	(1,165,019)	(1,769,507)	(574,080)	(3,358,108)	
28	Other Sources (Uses)	-	-	-	-	-	
29	Net Changes in Fund Balance	\$ 197,767	\$ (42,180)	\$ 43,905	\$ 3,416,795	\$ (2,603,594)	



General Fund Operations | Fund Balance

■ Unassigned General Fund Balance – Observations

- Unassigned Fund Balance is \$6.3 Million as of FYE 2020. This equates to roughly 25% of General Fund Revenues (FY 2020).
- Under the “Best Practices” as set forth by the GFOA, Unassigned Fund Balance should be no less than two months (i.e. approximately 16.7%) of General Fund Revenues/Expenditures. HOWEVER, this level may need to be adjusted depending upon a local government’s particular circumstances.

Historical Fund Balance

GENERAL FUND BALANCE	2016	2017	2018	2019	2020
1 General Fund Balance					
2 Committed	\$ 97,062	\$ 92,357	\$ 95,921	\$ 98,586	\$ 79,603
3 Unassigned	5,948,856	5,911,732	5,952,073	8,902,075	6,317,464
4 Total General Fund Balance	\$ 6,045,918	\$ 6,004,089	\$ 6,047,994	\$ 9,000,661	\$ 6,397,067
5					
7 General Fund Revenue	\$ 22,823,026	\$ 23,149,155	\$ 24,276,784	\$ 27,235,636	\$ 25,447,353
8 Gen Fund+School Board Rev	\$ 31,580,680	\$ 33,029,422	\$ 33,904,609	\$ 37,378,593	\$ 35,255,529
9					
10 Unassigned - % of Gen Fund Rev	26.1%	25.5%	24.5%	32.7%	24.8%
11 Unassigned - % of Gen Fund+School Rev	18.8%	17.9%	17.6%	23.8%	17.9%

Recommendation:

- Adopt a Reserve Policy that includes targeted levels of Unassigned Fund Balance Policy and incorporates an additional Budget Stabilization Fund that may be used for unforeseen circumstances.
- The Policy should also include a replenishment mechanism to replace funds that have been used.
- The target levels should be sufficient for the Town to avoid the use of Revenue Anticipation Note (RAN) cash flow borrowings and provide enough funds for unplanned, unforeseen circumstances.



Reserves | Rating Agency and GFOA Guidance

■ S&P Views on Reserve and Liquidity Policies:

- “Has the organization established a formalized operating reserve policy, which takes into account the government’s cash flow/operating requirements and the historic volatility of revenues and expenditures through economic cycles?”
 - **Strong:** A formal operating reserve policy is well defined. Reserve levels are clearly linked to the government’s cash flow needs and the historic volatility of revenues and expenditures throughout economic cycles. Management has historically adhered to it.
 - **Standard:** A less defined policy exists, which has no actual basis but has been historically adhered to.
 - **Vulnerable:** Absence of basic policies or, if they exist, are not followed.

■ GFOA Reserve Commentary:

- “GFOA recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund. Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.”
- “The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of **no less than two months** of regular general fund operating revenues or regular general fund operating expenditures. The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances. **Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level.** In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.”



Cash Management / Investment Policies | Rating Agency and GFOA Guidance

■ S&P Views on Investment Management Policies

- “Has the organization established policies pertaining to investments, such as the selection of financial institutions for services and transactions; risk assessment; investment objectives; investment maturities and volatility; portfolio diversification; safekeeping and custody; and investment performance reporting, benchmarking, and disclosure?”
 - **Strong:** Investment policies exist and are well defined; strong reporting and monitoring mechanisms exist and are functioning.
 - **Standard:** Informal or non-published policies exist; policies are widely communicated and followed.
 - **Vulnerable:** Absence of informal or non-published policies.

■ GFOA Investment Policy Guidance

- “An investment policy should describe the most prudent primary objectives for a sound policy: safety, liquidity, and yield. It should also indicate the type of instruments eligible for purchase by a government entity, the investment process, and the management of a portfolio.”
- “The process of creating an investment policy should include:
 - Examination of state public funds investment statutes and collateral statutes
 - Establishment of written investment procedures. Topics should include: procedures for taking competitive bids, delivering and paying for purchases, recording transactions, and obtaining approval before buying or selling decisions.
 - Annual review of investment policy. The written investment policy should be a living document that is reviewed each year by a government entity's investment officials and modified as needed. The policy should be presented each year to the governing body for formal review and approval.”



F. Capital Funding Scenarios



6. Potential Debt Affordability / Scenario 1A (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448.
- 4.05¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											4.05¢	0.00¢
o 2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
o 2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
o 2023	0	1,328,202	46,326	356,151	1,730,678	1,374,528	309,825	1,684,352	46,326	46,326	1.97¢	0.00¢
o 2024	46,326	1,328,202	0	356,151	1,684,352	1,120,128	391,580	1,511,708	172,644	218,970	0.00¢	0.00¢
1 2025	218,970	1,328,202	0	356,151	1,684,352	1,087,171	523,880	1,611,051	73,301	292,271	0.00¢	0.00¢
o 2026	292,271	1,328,202	0	356,151	1,684,352	1,049,343	581,402	1,630,745	53,607	345,879	0.00¢	0.00¢
o 2027	345,879	1,328,202	0	356,151	1,684,352	657,616	880,515	1,538,131	146,222	492,100	0.00¢	0.00¢
o 2028	492,100	1,328,202	0	356,151	1,684,352	639,114	1,076,089	1,715,203	(30,851)	461,249	0.00¢	0.00¢
o 2029	461,249	1,328,202	0	356,151	1,684,352	268,256	1,208,333	1,476,590	207,763	669,012	0.00¢	0.00¢
1 2030	669,012	1,328,202	0	356,151	1,684,352	259,144	1,269,157	1,528,300	156,052	825,064	0.00¢	0.00¢
o 2031	825,064	1,328,202	0	356,151	1,684,352	250,594	1,325,453	1,576,047	108,305	933,369	0.00¢	0.00¢
o 2032	933,369	1,328,202	0	356,151	1,684,352	240,356	1,153,872	1,394,228	290,124	1,223,494	0.00¢	0.00¢
o 2033	1,223,494	1,328,202	0	356,151	1,684,352	230,119	1,084,846	1,314,964	369,388	1,592,881	0.00¢	0.00¢
o 2034	1,592,881	1,328,202	0	356,151	1,684,352	0	1,015,820	1,015,820	668,533	2,261,414	0.00¢	0.00¢
1 2035	2,261,414	1,328,202	0	356,151	1,684,352	0	883,520	883,520	800,833	3,062,246	0.00¢	0.00¢
o 2036	3,062,246	1,328,202	0	356,151	1,684,352	0	730,526	730,526	953,826	4,016,073	0.00¢	0.00¢
o 2037	4,016,073	1,328,202	0	356,151	1,684,352	0	431,413	431,413	1,252,939	5,269,012	0.00¢	0.00¢
o 2038	5,269,012	1,328,202	0	356,151	1,684,352	0	235,839	235,839	1,448,513	6,717,525	0.00¢	0.00¢
o 2039	6,717,525	1,328,202	0	356,151	1,684,352	0	155,309	155,309	1,529,044	8,246,569	0.00¢	0.00¢
1 2040	8,246,569	1,328,202	0	356,151	1,684,352	0	69,026	69,026	1,615,326	9,861,895	0.00¢	0.00¢
o 2041	9,861,895	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	11,546,247	0.00¢	0.00¢
o 2042	11,546,247	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	13,230,600	0.00¢	0.00¢
o 2043	13,230,600	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	14,914,952	0.00¢	0.00¢
o 2044	14,914,952	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	16,599,304	0.00¢	0.00¢
1 2045	16,599,304	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	18,283,656	0.00¢	0.00¢
o 2046	18,283,656	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	19,968,008	0.00¢	0.00¢
o 2047	19,968,008	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	21,652,361	0.00¢	0.00¢
o 2048	21,652,361	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	23,336,713	0.00¢	0.00¢
o 2049	23,336,713	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	25,021,065	0.00¢	0.00¢
1 2050	25,021,065	1,328,202	0	356,151	1,684,352	0	0	0	1,684,352	26,705,417	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,730,678** Maximum DS: **1,715,203** Value of 1¢: **88,000**



6.

Potential Debt Affordability / Scenario 1B (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations
- 5.65¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											5.65¢	0.00¢
2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
2023	0	1,328,202	46,326	458,151	1,832,678	1,374,528	411,825	1,786,352	46,326	46,326	3.13¢	0.00¢
2024	46,326	1,328,202	0	458,151	1,786,352	1,120,128	493,580	1,613,708	172,644	218,970	0.00¢	0.00¢
2025	218,970	1,328,202	0	477,554	1,805,756	1,087,171	718,585	1,805,756	0	218,970	0.22¢	0.00¢
2026	218,970	1,328,202	0	497,248	1,825,450	1,049,343	776,107	1,825,450	0	218,970	0.22¢	0.00¢
2027	218,970	1,328,202	0	497,248	1,825,450	657,616	1,075,220	1,732,835	92,615	311,585	0.00¢	0.00¢
2028	311,585	1,328,202	0	497,248	1,825,450	639,114	1,270,793	1,909,908	(84,458)	227,127	0.00¢	0.00¢
2029	227,127	1,328,202	0	497,248	1,825,450	268,256	1,403,038	1,671,294	154,156	381,282	0.00¢	0.00¢
2030	381,282	1,328,202	0	497,248	1,825,450	259,144	1,463,861	1,723,005	102,445	483,727	0.00¢	0.00¢
2031	483,727	1,328,202	0	497,248	1,825,450	250,594	1,520,158	1,770,751	54,698	538,425	0.00¢	0.00¢
2032	538,425	1,328,202	0	497,248	1,825,450	240,356	1,348,576	1,588,933	236,517	774,942	0.00¢	0.00¢
2033	774,942	1,328,202	0	497,248	1,825,450	230,119	1,279,550	1,509,669	315,781	1,090,723	0.00¢	0.00¢
2034	1,090,723	1,328,202	0	497,248	1,825,450	0	1,210,524	1,210,524	614,925	1,705,649	0.00¢	0.00¢
2035	1,705,649	1,328,202	0	497,248	1,825,450	0	1,078,224	1,078,224	747,225	2,452,874	0.00¢	0.00¢
2036	2,452,874	1,328,202	0	497,248	1,825,450	0	925,230	925,230	900,219	3,353,093	0.00¢	0.00¢
2037	3,353,093	1,328,202	0	497,248	1,825,450	0	626,118	626,118	1,199,332	4,552,425	0.00¢	0.00¢
2038	4,552,425	1,328,202	0	497,248	1,825,450	0	430,544	430,544	1,394,906	5,947,331	0.00¢	0.00¢
2039	5,947,331	1,328,202	0	497,248	1,825,450	0	350,013	350,013	1,475,436	7,422,768	0.00¢	0.00¢
2040	7,422,768	1,328,202	0	497,248	1,825,450	0	263,731	263,731	1,561,719	8,984,487	0.00¢	0.00¢
2041	8,984,487	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	10,615,232	0.00¢	0.00¢
2042	10,615,232	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	12,245,977	0.00¢	0.00¢
2043	12,245,977	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	13,876,722	0.00¢	0.00¢
2044	13,876,722	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	15,507,467	0.00¢	0.00¢
2045	15,507,467	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	17,138,212	0.00¢	0.00¢
2046	17,138,212	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	18,768,958	0.00¢	0.00¢
2047	18,768,958	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	20,399,703	0.00¢	0.00¢
2048	20,399,703	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	22,030,448	0.00¢	0.00¢
2049	22,030,448	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	23,661,193	0.00¢	0.00¢
2050	23,661,193	1,328,202	0	497,248	1,825,450	0	194,705	194,705	1,630,745	25,291,938	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,832,678**

Maximum DS: **1,909,908**

Value of 1¢: **88,000**



6.

Potential Debt Affordability / Scenario 1C (Tax Impact as Needed)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations and \$6,667,000 County Facilities.
- 8.6¢ Tax Impact as needed over time (FY 2022 and FY 2023).

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE 6/30	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											8.60¢	0.00¢
o 2021	0	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	0	0.00¢	0.00¢
o 2022	0	1,328,202	0	182,382	1,510,584	1,295,245	215,339	1,510,584	0	0	2.07¢	0.00¢
o 2023	0	1,328,202	46,326	458,151	1,832,678	1,374,528	411,825	1,786,352	46,326	46,326	3.13¢	0.00¢
o 2024	46,326	1,328,202	0	458,151	1,786,352	1,120,128	629,587	1,749,715	36,637	82,963	0.00¢	0.00¢
1 2025	82,963	1,328,202	0	613,561	1,941,762	1,087,171	854,592	1,941,762	0	82,963	1.77¢	0.00¢
o 2026	82,963	1,328,202	0	756,867	2,085,069	1,049,343	1,035,726	2,085,069	0	82,963	1.63¢	0.00¢
o 2027	82,963	1,328,202	0	756,867	2,085,069	657,616	1,334,839	1,992,454	92,615	175,578	0.00¢	0.00¢
o 2028	175,578	1,328,202	0	756,867	2,085,069	639,114	1,530,413	2,169,527	(84,458)	91,120	0.00¢	0.00¢
o 2029	91,120	1,328,202	0	756,867	2,085,069	268,256	1,662,657	1,930,913	154,156	245,276	0.00¢	0.00¢
1 2030	245,276	1,328,202	0	756,867	2,085,069	259,144	1,723,480	1,982,624	102,445	347,720	0.00¢	0.00¢
o 2031	347,720	1,328,202	0	756,867	2,085,069	250,594	1,779,777	2,030,371	54,698	402,419	0.00¢	0.00¢
o 2032	402,419	1,328,202	0	756,867	2,085,069	240,356	1,608,196	1,848,552	236,517	638,936	0.00¢	0.00¢
o 2033	638,936	1,328,202	0	756,867	2,085,069	230,119	1,539,169	1,769,288	315,781	954,716	0.00¢	0.00¢
o 2034	954,716	1,328,202	0	756,867	2,085,069	0	1,470,143	1,470,143	614,925	1,569,642	0.00¢	0.00¢
1 2035	1,569,642	1,328,202	0	756,867	2,085,069	0	1,337,843	1,337,843	747,225	2,316,867	0.00¢	0.00¢
o 2036	2,316,867	1,328,202	0	756,867	2,085,069	0	1,184,850	1,184,850	900,219	3,217,086	0.00¢	0.00¢
o 2037	3,217,086	1,328,202	0	756,867	2,085,069	0	885,737	885,737	1,199,332	4,416,419	0.00¢	0.00¢
o 2038	4,416,419	1,328,202	0	756,867	2,085,069	0	690,163	690,163	1,394,906	5,811,325	0.00¢	0.00¢
o 2039	5,811,325	1,328,202	0	756,867	2,085,069	0	609,632	609,632	1,475,436	7,286,761	0.00¢	0.00¢
1 2040	7,286,761	1,328,202	0	756,867	2,085,069	0	523,350	523,350	1,561,719	8,848,480	0.00¢	0.00¢
o 2041	8,848,480	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	10,479,225	0.00¢	0.00¢
o 2042	10,479,225	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	12,109,970	0.00¢	0.00¢
o 2043	12,109,970	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	13,740,715	0.00¢	0.00¢
o 2044	13,740,715	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	15,371,461	0.00¢	0.00¢
1 2045	15,371,461	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	17,002,206	0.00¢	0.00¢
o 2046	17,002,206	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	18,632,951	0.00¢	0.00¢
o 2047	18,632,951	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	20,263,696	0.00¢	0.00¢
o 2048	20,263,696	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	21,894,441	0.00¢	0.00¢
o 2049	21,894,441	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	23,525,186	0.00¢	0.00¢
1 2050	23,525,186	1,328,202	0	756,867	2,085,069	0	454,324	454,324	1,630,745	25,155,931	0.00¢	0.00¢
				Include Tax Impact: Yes								
				Max Debt Service Budget:	2,085,069		Maximum DS:	2,169,527		Value of 1¢:	88,000	



6. Potential Debt Affordability / Scenario 2A (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448.
- 2.5¢ Upfront Tax Impact (FY 2022) and \$400,000 Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	2.50¢
o 2021	400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	400,000	0.00¢	0.00¢
o 2022	400,000	1,328,202	0	220,000	1,548,202	1,295,245	215,339	1,510,584	37,618	437,618	0.00¢	2.50¢
o 2023	437,618	1,328,202	46,326	220,000	1,594,528	1,374,528	309,825	1,684,352	(89,825)	347,793	0.00¢	0.00¢
o 2024	347,793	1,328,202	0	220,000	1,548,202	1,120,128	391,580	1,511,708	36,494	384,287	0.00¢	0.00¢
1 2025	384,287	1,328,202	0	220,000	1,548,202	1,087,171	523,880	1,611,051	(62,849)	321,437	0.00¢	0.00¢
o 2026	321,437	1,328,202	0	220,000	1,548,202	1,049,343	581,402	1,630,745	(82,543)	238,894	0.00¢	0.00¢
o 2027	238,894	1,328,202	0	220,000	1,548,202	657,616	880,515	1,538,131	10,071	248,965	0.00¢	0.00¢
o 2028	248,965	1,328,202	0	220,000	1,548,202	639,114	1,076,089	1,715,203	(167,001)	81,963	0.00¢	0.00¢
o 2029	81,963	1,328,202	0	220,000	1,548,202	268,256	1,208,333	1,476,590	71,612	153,575	0.00¢	0.00¢
1 2030	153,575	1,328,202	0	220,000	1,548,202	259,144	1,269,157	1,528,300	19,901	173,477	0.00¢	0.00¢
o 2031	173,477	1,328,202	0	220,000	1,548,202	250,594	1,325,453	1,576,047	(27,845)	145,631	0.00¢	0.00¢
o 2032	145,631	1,328,202	0	220,000	1,548,202	240,356	1,153,872	1,394,228	153,974	299,605	0.00¢	0.00¢
o 2033	299,605	1,328,202	0	220,000	1,548,202	230,119	1,084,846	1,314,964	233,237	532,842	0.00¢	0.00¢
o 2034	532,842	1,328,202	0	220,000	1,548,202	0	1,015,820	1,015,820	532,382	1,065,224	0.00¢	0.00¢
1 2035	1,065,224	1,328,202	0	220,000	1,548,202	0	883,520	883,520	664,682	1,729,906	0.00¢	0.00¢
o 2036	1,729,906	1,328,202	0	220,000	1,548,202	0	730,526	730,526	817,676	2,547,582	0.00¢	0.00¢
o 2037	2,547,582	1,328,202	0	220,000	1,548,202	0	431,413	431,413	1,116,789	3,664,371	0.00¢	0.00¢
o 2038	3,664,371	1,328,202	0	220,000	1,548,202	0	235,839	235,839	1,312,363	4,976,733	0.00¢	0.00¢
o 2039	4,976,733	1,328,202	0	220,000	1,548,202	0	155,309	155,309	1,392,893	6,369,626	0.00¢	0.00¢
1 2040	6,369,626	1,328,202	0	220,000	1,548,202	0	69,026	69,026	1,479,176	7,848,802	0.00¢	0.00¢
o 2041	7,848,802	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	9,397,003	0.00¢	0.00¢
o 2042	9,397,003	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	10,945,205	0.00¢	0.00¢
o 2043	10,945,205	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	12,493,407	0.00¢	0.00¢
o 2044	12,493,407	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	14,041,608	0.00¢	0.00¢
1 2045	14,041,608	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	15,589,810	0.00¢	0.00¢
o 2046	15,589,810	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	17,138,011	0.00¢	0.00¢
o 2047	17,138,011	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	18,686,213	0.00¢	0.00¢
o 2048	18,686,213	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	20,234,415	0.00¢	0.00¢
o 2049	20,234,415	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	21,782,616	0.00¢	0.00¢
1 2050	21,782,616	1,328,202	0	220,000	1,548,202	0	0	0	1,548,202	23,330,818	0.00¢	0.00¢

Include Tax Impact: **Yes**
 Max Debt Service Budget: **1,594,528** Maximum DS: **1,715,203** Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 2B (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations.
- 3.0¢ Upfront Tax Impact (FY 2022) and \$1.4 Million Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	3.00¢
2021	1,400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	1,400,000	0.00¢	0.00¢
2022	1,400,000	1,328,202	0	264,000	1,592,202	1,295,245	215,339	1,510,584	81,618	1,481,618	0.00¢	3.00¢
2023	1,481,618	1,328,202	46,326	264,000	1,638,528	1,374,528	411,825	1,786,352	(147,825)	1,333,793	0.00¢	0.00¢
2024	1,333,793	1,328,202	0	264,000	1,592,202	1,120,128	493,580	1,613,708	(21,506)	1,312,287	0.00¢	0.00¢
2025	1,312,287	1,328,202	0	264,000	1,592,202	1,087,171	718,585	1,805,756	(213,554)	1,098,733	0.00¢	0.00¢
2026	1,098,733	1,328,202	0	264,000	1,592,202	1,049,343	776,107	1,825,450	(233,248)	865,484	0.00¢	0.00¢
2027	865,484	1,328,202	0	264,000	1,592,202	657,616	1,075,220	1,732,835	(140,634)	724,851	0.00¢	0.00¢
2028	724,851	1,328,202	0	264,000	1,592,202	639,114	1,270,793	1,909,908	(317,706)	407,145	0.00¢	0.00¢
2029	407,145	1,328,202	0	264,000	1,592,202	268,256	1,403,038	1,671,294	(79,093)	328,052	0.00¢	0.00¢
2030	328,052	1,328,202	0	264,000	1,592,202	259,144	1,463,861	1,723,005	(130,803)	197,249	0.00¢	0.00¢
2031	197,249	1,328,202	0	264,000	1,592,202	250,594	1,520,158	1,770,751	(178,550)	18,699	0.00¢	0.00¢
2032	18,699	1,328,202	0	264,000	1,592,202	240,356	1,348,576	1,588,933	3,269	21,968	0.00¢	0.00¢
2033	21,968	1,328,202	0	264,000	1,592,202	230,119	1,279,550	1,509,669	82,533	104,501	0.00¢	0.00¢
2034	104,501	1,328,202	0	264,000	1,592,202	0	1,210,524	1,210,524	381,677	486,178	0.00¢	0.00¢
2035	486,178	1,328,202	0	264,000	1,592,202	0	1,078,224	1,078,224	513,977	1,000,155	0.00¢	0.00¢
2036	1,000,155	1,328,202	0	264,000	1,592,202	0	925,230	925,230	666,971	1,667,126	0.00¢	0.00¢
2037	1,667,126	1,328,202	0	264,000	1,592,202	0	626,118	626,118	966,084	2,633,210	0.00¢	0.00¢
2038	2,633,210	1,328,202	0	264,000	1,592,202	0	430,544	430,544	1,161,658	3,794,868	0.00¢	0.00¢
2039	3,794,868	1,328,202	0	264,000	1,592,202	0	350,013	350,013	1,242,188	5,037,057	0.00¢	0.00¢
2040	5,037,057	1,328,202	0	264,000	1,592,202	0	263,731	263,731	1,328,471	6,365,528	0.00¢	0.00¢
2041	6,365,528	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	7,763,025	0.00¢	0.00¢
2042	7,763,025	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	9,160,522	0.00¢	0.00¢
2043	9,160,522	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	10,558,019	0.00¢	0.00¢
2044	10,558,019	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	11,955,516	0.00¢	0.00¢
2045	11,955,516	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	13,353,013	0.00¢	0.00¢
2046	13,353,013	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	14,750,510	0.00¢	0.00¢
2047	14,750,510	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	16,148,007	0.00¢	0.00¢
2048	16,148,007	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	17,545,504	0.00¢	0.00¢
2049	17,545,504	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	18,943,001	0.00¢	0.00¢
2050	18,943,001	1,328,202	0	264,000	1,592,202	0	194,705	194,705	1,397,497	20,340,498	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,638,528**

Maximum DS: 1,909,908

Value of 1¢: **88,000**



6. Potential Debt Affordability / Scenario 2C (Upfront Tax Impact with Capital Reserve Fund)

- Fire/EMS Equipment Only = \$11,806,448 Plus: \$5,000,000 Fire Stations and \$6,667,000 County Facilities
- 4.25¢ Upfront Tax Impact (FY 2022) and \$2.4 Million Capital Reserve Fund.

	(A)	(B)	(C)	(D)	(E) (B+C+D)	(F)	(G)	(H) (F+G)	(I) (E-H)	(J) (A+I)	(K)	(L)
FYE 6/30	Beginning Assigned Fund Balance (Future DS Payments)	Debt Service Budget	Additional Revenue for Debt Service	Revenue from Equivalent Tax Impact	Total Revenues	Existing Debt Service	Projected Debt Service	Total Existing & Projected Debt Service	Surplus (Shortfall)	Ending Assigned Fund Balance (Future DS Payments)	Calculation Equivalent Tax Impact	Upfront Tax Impact
2020											0.00¢	4.25¢
2021	2,400,000	1,328,202	0	0	1,328,202	1,328,202	0	1,328,202	0	2,400,000	0.00¢	0.00¢
2022	2,400,000	1,328,202	0	374,000	1,702,202	1,295,245	215,339	1,510,584	191,618	2,591,618	0.00¢	4.25¢
2023	2,591,618	1,328,202	46,326	374,000	1,748,528	1,374,528	411,825	1,786,352	(37,825)	2,553,793	0.00¢	0.00¢
2024	2,553,793	1,328,202	0	374,000	1,702,202	1,120,128	629,587	1,749,715	(47,513)	2,506,280	0.00¢	0.00¢
2025	2,506,280	1,328,202	0	374,000	1,702,202	1,087,171	854,592	1,941,762	(239,561)	2,266,719	0.00¢	0.00¢
2026	2,266,719	1,328,202	0	374,000	1,702,202	1,049,343	1,035,726	2,085,069	(382,867)	1,883,852	0.00¢	0.00¢
2027	1,883,852	1,328,202	0	374,000	1,702,202	657,616	1,334,839	1,992,454	(290,253)	1,593,599	0.00¢	0.00¢
2028	1,593,599	1,328,202	0	374,000	1,702,202	639,114	1,530,413	2,169,527	(467,325)	1,126,274	0.00¢	0.00¢
2029	1,126,274	1,328,202	0	374,000	1,702,202	268,256	1,662,657	1,930,913	(228,712)	897,562	0.00¢	0.00¢
2030	897,562	1,328,202	0	374,000	1,702,202	259,144	1,723,480	1,982,624	(280,423)	617,139	0.00¢	0.00¢
2031	617,139	1,328,202	0	374,000	1,702,202	250,594	1,779,777	2,030,371	(328,169)	288,971	0.00¢	0.00¢
2032	288,971	1,328,202	0	374,000	1,702,202	240,356	1,608,196	1,848,552	(146,350)	142,620	0.00¢	0.00¢
2033	142,620	1,328,202	0	374,000	1,702,202	230,119	1,539,169	1,769,288	(67,087)	75,534	0.00¢	0.00¢
2034	75,534	1,328,202	0	374,000	1,702,202	0	1,470,143	1,470,143	232,058	307,592	0.00¢	0.00¢
2035	307,592	1,328,202	0	374,000	1,702,202	0	1,337,843	1,337,843	364,358	671,950	0.00¢	0.00¢
2036	671,950	1,328,202	0	374,000	1,702,202	0	1,184,850	1,184,850	517,352	1,189,302	0.00¢	0.00¢
2037	1,189,302	1,328,202	0	374,000	1,702,202	0	885,737	885,737	816,465	2,005,767	0.00¢	0.00¢
2038	2,005,767	1,328,202	0	374,000	1,702,202	0	690,163	690,163	1,012,039	3,017,806	0.00¢	0.00¢
2039	3,017,806	1,328,202	0	374,000	1,702,202	0	609,632	609,632	1,092,569	4,110,375	0.00¢	0.00¢
2040	4,110,375	1,328,202	0	374,000	1,702,202	0	523,350	523,350	1,178,852	5,289,227	0.00¢	0.00¢
2041	5,289,227	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	6,537,105	0.00¢	0.00¢
2042	6,537,105	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	7,784,982	0.00¢	0.00¢
2043	7,784,982	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	9,032,860	0.00¢	0.00¢
2044	9,032,860	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	10,280,738	0.00¢	0.00¢
2045	10,280,738	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	11,528,616	0.00¢	0.00¢
2046	11,528,616	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	12,776,494	0.00¢	0.00¢
2047	12,776,494	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	14,024,372	0.00¢	0.00¢
2048	14,024,372	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	15,272,250	0.00¢	0.00¢
2049	15,272,250	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	16,520,127	0.00¢	0.00¢
2050	16,520,127	1,328,202	0	374,000	1,702,202	0	454,324	454,324	1,247,878	17,768,005	0.00¢	0.00¢

Include Tax Impact: **Yes**

Max Debt Service Budget: **1,748,528**

Maximum DS: 2,169,527

Value of 1¢: **88,000**



G. Sussex Service Authority Detail Cash Flow Analysis



7. Sussex Service Authority | Preliminary Pro Forma Scenario 1

Excludes \$5 Million of Economic Development Related CIP Debt

Key Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increases beginning in FY 2023 (and beyond) are estimated at 2.25% per year.
- DOC increases beginning in FY 2024 (and every other year thereafter) are estimated at 4.25%.

	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection
Fiscal Year:	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Utility System										
TOTAL REVENUES	4,980,810	5,071,664	5,081,969	5,183,689	5,233,539	5,345,588	4,983,622	5,100,211	5,145,445	5,260,681
TOTAL EXPENSES	3,052,343	3,111,635	3,202,113	3,264,400	3,327,933	3,392,737	3,458,836	3,526,258	3,595,028	3,665,174
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,928,467	1,960,029	1,879,857	1,919,289	1,905,606	1,952,852	1,524,786	1,573,953	1,550,417	1,595,507
Total Debt Service	1,666,046	1,540,705	1,416,160	1,413,371	1,407,844	1,367,944	602,558	605,528	602,335	593,837
SURPLUS (DEFICIT)	262,421	419,324	463,696	505,918	497,762	584,907	922,228	968,425	948,081	1,001,670
Debt Service Coverage	1.18	1.30	1.36	1.39	1.39	1.43	2.53	2.60	2.57	2.69
Surplus to: DOC R&R Fund	262,421	413,479	412,319	411,596	425,577	431,382	460,079	461,215	462,375	463,557
Surplus Available for: New Debt Service	0	5,845	51,377	94,322	72,185	153,525	462,150	507,209	485,707	538,112
Projected Debt Capacity	0	80,000	660,000	1,220,000	930,000	1,990,000	5,980,000	6,560,000	6,280,000	6,960,000
Total Other One-time Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
Utility Restricted Cash										
Beginning Balance	3,439,552	3,410,172	3,023,651	2,782,722	2,791,070	2,813,398	2,841,532	2,898,363	2,956,330	3,015,457
-Plus Surplus/(Less Deficit)	262,421	413,479	412,319	411,596	425,577	431,382	460,079	461,215	462,375	463,557
-Plus(Less): Non-Oper Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
-Less Capital Exp	(300,000)	(800,000)	(653,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	3,410,172	3,023,651	2,782,722	2,791,070	2,813,398	2,841,532	2,898,363	2,956,330	3,015,457	3,075,766
Utility Unrestricted Cash										
Beginning Balance	153,074	153,074	169,150	229,598	332,268	426,781	608,441	1,127,421	1,692,598	2,237,431
-Plus Surplus/(Less Deficit)	0	16,076	60,448	102,670	94,514	181,659	518,980	565,177	544,833	598,422
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	0	0	0	0	0	0	0	0	0
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	153,074	169,150	229,598	332,268	426,781	608,441	1,127,421	1,692,598	2,237,431	2,835,852



7. Sussex Service Authority | Preliminary Pro Forma Scenario 2 Includes \$5 Million of Economic Development Related CIP Debt

■ Key Assumptions:

- 2% increase in Operating Expenses (Beginning FY 2022).
- FY 2022 rate increase of 4.5% for all customers (non-DOC & DOC).
- Non-DOC rate increase FY 2023 approximates 16.5%/FY 2024 (and beyond) are estimated at 2.25% per year.
- DOC increases beginning in FY 2024 (and every other year thereafter) are estimated at 4.25%.

	Budget	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection	Projection
Fiscal Year:	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Utility System										
TOTAL REVENUES	4,980,810	5,071,664	5,336,769	5,444,076	5,499,588	5,617,465	5,261,188	5,384,101	5,435,802	5,557,650
TOTAL EXPENSES	3,052,343	3,111,635	3,202,113	3,264,400	3,327,933	3,392,737	3,458,836	3,526,258	3,595,028	3,665,174
REV AVAILABLE FOR DEBT SERVICE COVERAGE	1,928,467	1,960,029	2,134,656	2,179,676	2,171,655	2,224,728	1,802,351	1,857,843	1,840,773	1,892,476
Total Debt Service	1,666,046	1,540,705	1,662,727	1,762,893	1,757,366	1,717,466	952,079	955,050	951,857	943,359
SURPLUS (DEFICIT)	262,421	419,324	471,929	416,783	414,289	507,262	850,272	902,793	888,916	949,117
Debt Service Coverage	1.18	1.30	1.31	1.26	1.26	1.30	1.89	1.95	1.93	2.01
Surplus to: DOC R&R Fund	262,421	413,479	412,319	411,596	414,289	431,269	459,851	460,983	462,137	463,315
Surplus Available for: New Debt Service	0	5,845	59,610	5,187	0	75,993	390,422	441,810	426,779	485,802
Projected Debt Capacity	0	80,000	770,000	70,000	0	980,000	5,050,000	5,720,000	5,520,000	6,280,000
Total Other One-time Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
Utility Restricted Cash										
Beginning Balance	3,439,552	3,410,172	3,023,651	2,782,722	2,791,070	2,802,111	2,830,132	2,886,735	2,944,469	3,003,359
-Plus Surplus/(Less Deficit)	262,421	413,479	412,319	411,596	414,289	431,269	459,851	460,983	462,137	463,315
-Plus(Less): Non-Oper Rev/Transfers	8,200	0	0	0	0	0	0	0	0	0
-Less Capital Exp	(300,000)	(800,000)	(653,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)	(403,248)
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	3,410,172	3,023,651	2,782,722	2,791,070	2,802,111	2,830,132	2,886,735	2,944,469	3,003,359	3,063,426
Utility Unrestricted Cash										
Beginning Balance	153,074	153,074	169,150	237,831	251,366	262,407	366,421	813,445	1,312,990	1,798,659
-Plus Surplus/(Less Deficit)	0	16,076	68,681	13,535	11,041	104,014	447,024	499,545	485,668	545,869
-Plus(Less): Non-Oper Rev/Exp/Transfers	0	0	0	0	0	0	0	0	0	0
-Plus(Less) Adjustment	0	0	0	0	0	0	0	0	0	0
Ending Balance	153,074	169,150	237,831	251,366	262,407	366,421	813,445	1,312,990	1,798,659	2,344,528

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BOARD ACTION FORM

Agenda Item: Appointments #5.01

Subject: Appointments to the Board of Zoning Appeals

Board Meeting Date: February 18 2021

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Summary: Several members on the Board of Zoning Appeals have resigned. There are currently three (3) vacancies.

Nominations for appointment by the Circuit Court Judge need to be made for a term that expired January 31, 2021. This nomination will be for a term to starting immediately and expiring January 31, 2026. Two (2) nominations will need to be made for terms starting immediately, expiring January 31, 2023 and January 31, 2024, respectively.

The BZA needs to have at least three (3) members to have a quorum.

Recommendation: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, and expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

Attachments: (1) BZA ByLaws
(2) Roster of BZA

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ACTION: That the Board nominates three (3) people to be appointed by the Circuit Court Judge, to the Board of Zoning Appeals, with all three terms starting immediately, expiring January 31, 2023, January 31, 2024, and January 2026, respectively.

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

**BY-LAWS
OF
THE BOARD OF ZONING APPEALS
SUSSEX COUNTY, VIRGINIA**

ARTICLE I. MEMBERSHIP

- 1-1. The Sussex County Board of Zoning Appeals, hereafter referred to as the "Board", shall be appointed by the Sussex County Circuit Court and each member shall be sworn in by the Clerk of the Circuit Court prior to assuming his or her duties.
- 1-2. The Board shall consist of five (5) members. One of the five members may be a member of the Planning Commission. Members of the Board shall hold no other public office in the County.
- 1-3. The term of each regular member shall be five (5) years.
- 1-4. A member whose term expires shall continue to serve until his or her successor is qualified and appointed to serve on the Board of Zoning Appeals.
- 1-5. Any member of the Board shall be eligible for reappointment.

ARTICLE II. OFFICERS

- 2-1. The Board shall organize and elect a Chairman and Vice-Chairman as officers annually in the month of January for a one (1) year term. The officers may be re-elected to successive terms.
- 2-2. The Chairman shall preside at all meetings and hearings of the Board, shall decide all points of order and procedures and shall appoint any committees that may be found necessary.
- 2-3. The Vice-Chairman shall assume the duties of Chairman in the Chairman's absence.
- 2-4. The Zoning Administrator of Sussex County or his/her duly assigned agent shall, (1) serve as the Secretary to the Board and shall handle all the official correspondence subject to these rules at the direction of the Board; (2) send out all public notices required by the rules of procedures; (3) keep minutes of the Board's proceedings; (4) notify members of all meetings; and (5) keep a file on each case that comes before the Board.

ARTICLE III. MEETINGS

- 3-1. Meetings of the Board shall be scheduled by the Chairman in coordination with the Secretary. Meetings shall begin at 6:00 p.m.
- 3-2. A quorum shall consist of three (3) Board members.

- 3-3. The Board may adjourn a meeting to another certain date and time if all cases/applications/appeals cannot be disposed of on the day set, and no further public notice shall be necessary for such a meeting.
- 3-4. A meeting shall be cancelled due to inclement weather if the County is closed on the day of the meeting. The meeting will be rescheduled for another date by the Chairman in coordination with the Secretary following the public notice guidelines under Article IV.

ARTICLE IV. PROCUEURES FOR HEARING BOARD CASES

- 4-1. Appeals to the Board may be taken by any person aggrieved of by any officer, department, board, or bureau of the County affected by a decision of the Zoning Administrator; or from any order, requirement, decision or determination made by any other administrative officer in the enforcement of the Zoning Ordinance.
- 4-2. The applicant shall provide the Zoning Administrator with all the information requested on the application form prescribed by the Board and any such additional information and data as may be required to advise the Board fully with reference to the application for an appeal or variance request, whether such information is called for by the official application form or not. No application for an appeal or variance will be considered by the Board unless it is made on the application required and the appropriate application fees have been paid.
- 4-3. An application for an appeal or variance filed according to the above procedure shall be given a case number within five (5) days of the date filed. Application for an appeal or variance will be assigned for a hearing in the order in which they are received.
- 4-4. The Secretary of the Board shall notify the parties of interests (applicant, adjacent landowners, etc.) of the date and time for the public hearing of the case and give public notice in a newspaper of general circulation in accordance with Section 15.2-2204, the Code of Virginia (1950, as amended).
- 4-5. At the time of the public hearing, the applicant may appear on behalf of the application or be represented by counsel or an agent. The Zoning Administrator's statement shall be made first, followed by the applicant's statement and then comments from any private citizen or business owner for or against the request. The Administrator shall be given the opportunity for a final rebuttal.
- 4-6. A final decision of any application for an appeal or variance to the Board must be approved by a quorum of the membership of the Board. The decision may be delayed so to allow Board members additional time to consider the evidence presented or to allow any additional material to be submitted as requested by the Board prior to rendering a decision.

No member of the Board may act upon any case with respect to property in which the member has an interest. In such cases the member must declare their conflict of interest and abstain from voting.
- 4-7. Within fifteen (15) days after the public hearing, the Secretary on behalf of the Board shall notify the applicant and any other interested party in writing of the final decision of the Board.

ARTICLE V. BOARD RECORDS

- 5-1. A file of all materials and decisions relating to each case shall be kept by the Secretary as part of the records of the Board.
- 5-2. All records of the Board shall be public record in accordance with the Freedom of Information Act.

ARTICLE VI. AMENDMENTS

- 6-1. These By-Laws may be amended, revised or repealed by a majority vote of the Board.

ARTICLE VII. ENACTMENT

- 7-1. These By-Laws shall replace all others and are adopted effective this **22nd** day of **October**, 2014.

**SUSSEX COUNTY
BOARD OF ZONING APPEALS**

(Updated December 2020)

George O’N. Urquhart, Chairman
7201 Newville Road, Waverly VA 23890
Office: 804-897-6500, Ext.9715
Home: 804-834-3594
Cell: 804-516 5775
Term expires: 01/31/2022

~~William B. Savedge
Post Office Box 67, Courtland VA 23837
Term expires 01/31/2021~~

~~Robert Pegram
Post Office Box 34, Jarratt VA 23867
Term expires: 01/31/2024~~

C. Tyrone Griffin
10310 Kelly Lane, Wakefield VA 23888
757.556.1715
Term expires: 01/31/2025

~~George C. Powell
Post Office Box 139
Waverly VA 23890
Term expires: 01/31/2023~~

BOARD ACTION FORM

Agenda Item: Appointments #5.02

Subject: Appointments to Virginia's Gateway Region Board of Directors (2)

Board Meeting Date: March 18 2021

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Summary: The terms of Chairman Seward, 34220 Walnut Hill Road, Waverly, VA 23890 and Mr. Rex Davis, 612 Brentmoore Drive, Glen Allen, VA 23859, on the Virginia's Gateway Region Board of Directors expired February 28, 2021.

Staff has contacted Chairman Seward and Mr. Rex Davis. Mr. Davis is willing to serve, if reappointed. However, Chairman Seward does not wish to be reappointed.

Recommendation: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2021; and makes an appointments to fill the vacancy for Chairman Seward.

Attachments: Copies of Verification Letters for Chairman Seward and Mr. Rex Davis

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ACTION: That the Board reappoints Mr. Rex Davis of 612 Brentmoore Drive, Glen Allen, VA 23859 to the Virginia Gateway Board of Directors with a term expiring February 28, 2022; and

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___

White (Tie Breaker) ___ ___



Board of Supervisors

Susan B. Seward, Chairperson
Wayne O. Jones, Vice Chairman
C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Richard Douglas
County Administrator
rdouglas@sussexcountvva.gov

Telephone: (434) 246-1000
Facsimile: (434) 246-6013
www.sussexcountyva.gov

February 19, 2021

Ms. Susan Seward
34220 Walnut Hill Road
Waverly, VA 23890

Re: Virginia's Gateway Region Board of Directors

Dear Ms. Seward:

Our records indicate that your appointment to the Virginia's Gateway Region Board of Directors will expire February 28, 2021. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Virginia's Gateway Region Board of Directors.

Please complete the area below and return in the self-addressed, stamped envelope by March 5, 2021. You may retain a copy for your records.

Sincerely,

Shilton R. Butts
Assistant to County Administrator/
Deputy Clerk to the Board

_____ I wish to be reappointed to the Virginia's Gateway Region Board of Directors.

I do not wish to be reappointed to the Virginia's Gateway Region Board of Directors.

Signature: verified via Text, jmb

Date: March 11, 2021



Board of Supervisors

Susan B. Seward, Chairperson
Wayne O. Jones, Vice Chairman
C. Eric Fly, Sr.
Marian D. Johnson
Debbie P. Jones
Rufus E. Tyler, Sr.
Steve White, Tie Breaker

Post Office Box 1397
20135 Princeton Road
Sussex, Virginia 23884

Richard Douglas
County Administrator
rdouglas@sussexcountyva.gov

Telephone: (434) 246-1000
Facsimile: (434) 246-6013
www.sussexcountyva.gov

February 19, 2021

Mr. Rex Davis
612 Brentmoor Drive
Glen Allen, VA 23859

Re: Virginia's Gateway Region Board of Directors

Dear Mr. Davis:

Our records indicate that your appointment to the Virginia's Gateway Region Board of Directors will expire February 28, 2021. So that we may have adequate documentation, this correspondence is being forwarded to you to ask whether or not you would like to be reappointed to the Virginia's Gateway Region Board of Directors.

Please complete the area below and return in the self-addressed, stamped envelope by March 5, 2021. You may retain a copy for your records.

Sincerely,

Shilton R. Butts
Assistant to County Administrator/
Deputy Clerk to the Board

=====

I wish to be reappointed to the Virginia's Gateway Region Board of Directors.

I do not wish to be reappointed to the Virginia's Gateway Region Board of Directors.

Signature: verified via Ms. Mond Rooks
mb

Date: March 11, 2021

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Master Lease Agreement – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

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Summary: Roland Kooch with Davenport & Company will present an overview of a recommended master lease program to provide up to \$12.2 million in funding for future fire and EMS vehicles over the next ten years, including three fire engines and one ambulance recently approved by the Board of Supervisors. Davenport issued a master lease program RFP in February to address these services, and recommends a proposal from Banc of America Public Capital (attached).

A resolution is attached for your consideration (prepared by bond counsel and reviewed by the County Attorney), approving the master lease program with Banc of America Public Capital, to include Schedule 1, in an amount not to exceed \$2,150,000 at a maximum interest rate of 1.6 percent and maximum term of ten years, to cover the cost of recently purchased equipment.

Recommendation: Staff recommends approval of resolution approving the master lease program with Bank of America Public Capital.

- Attachments:** (1) RFP for Master Lease Program for Sussex County
(2) Sussex County Discussion Material
(3) Resolution
(4) RFP Responses and Summary

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ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Senior Vice President
Public Finance
One James Center
901 East Cary Street – 11th Floor
Richmond, Virginia 23219
(804) 697-2906
rkooch@investdavenport.com

VIA EMAIL

REQUEST FOR PROPOSALS

February 8, 2021



Up to \$12,200,000

Master Lease Program

Proposals Due: 11:00 a.m. Friday, March 5, 2021

In our capacity as Financial Advisor to Sussex County, Virginia (the “County”), Davenport & Company LLC (“Davenport”) is issuing this Request for Proposals (“RFP”) for a Master Lease Program for the County (the “Master Lease”). The County has identified approximately \$12.2 million in financing needs for a multi-year program to upgrade and replace the County Fire/EMS Equipment and other assets with useful lives of seven to ten years (the “Equipment”). As such, this RFP is being issued to request proposals from interested financial institutions to provide up to \$12.2 Million of new money lease financing to be drawn down over a multi-year period to pay for: 1) County Equipment, and 2) the costs of issuance associated with the Master Lease. **The County is requesting responses to the RFP by Friday, March 5, 2021 at 11:00 a.m.**

Financial Information Regarding the County

Audited Financials: <https://www.sussexcountyva.gov/departments/finance-department/audited-financial-reports>

The County’s FY 2018 and FY 2020 Audited Financials are included in the distribution of this RFP. The County’s FY 2016, FY 2017, and FY 2019 Audited Financials can be found at the link above.

Adopted Budgets: <https://www.sussexcountyva.gov/departments/finance-department/adopted-budgets>

Respondents having questions related to any of the financial information of the County, or who would like to request any additional information, are asked to contact the undersigned, who will work to facilitate a timely response.

The County is not currently rated by Moody’s, Standard & Poor’s, or Fitch Ratings.

Overview of Projects to be Financed:

As part of its multi-year Fire/EMS equipment replacement program, the County has identified up to \$12.2 Million of lease financing needs over the fiscal years 2021 to 2030. The County’s estimated expectations to draw for these needs can be found in the Proposed Terms below. Taken together, these draws will finance the acquisition of the \$12.2 million for County Equipment.

The County desires to enter into a cost effective and administratively efficient agreement with a financial institution to provide capital leasing for these projected needs.

The County anticipates financing these projects over a period of up to 10 years per draw.

The County is acting as the Lessee under the Master Lease. The County will be responsible, subject to annual appropriation, for making the lease payments under the Master Lease, as well as related maintenance and insurance expenses.

Please utilize the following set of criteria when formulating your response:

The Master Lease Proposed Terms:

Obligor/Lessee: Sussex County, Virginia.

Purpose: 1) Fund the acquisition of various equipment; and,
2) To pay the costs of issuance.

Size of Issuance: Up to \$12,200,000.

Equipment:

	Description	Fiscal Year	Amount	Term (Years)
1	Engine 82	2021	\$ 612,471	10
2	Engine 120	2021	603,000	10
3	Engine 520	2021	582,212	10
4	Medic 340	2021	250,000	7
5	Brush 450	2022	25,000	7
6	Engine 410	2022	600,000	10
7	Brush 8	2022	80,000	7
8	Brush 140	2022	80,000	7
9	Engine 210	2023	600,000	10
10	Brush 240	2023	80,000	7
11	Engine 81	2024	650,000	10
12	Tanker 480	2024	500,000	10
13	Tanker 180	2025	500,000	10
14	Squad 290	2026	800,000	10
15	Heavy Rescue 8	2026	800,000	10
16	Truck 4	2026	1,000,000	10
17	Engine 110	2027	700,000	10
18	Truck 1	2027	1,000,000	10
19	Engine 510	2028	700,000	10
20	Medic 340	2028	300,000	7
21	Medic 750	2028	300,000	7
22	Engine 420	2029	750,000	10
23	Tanker 8	2030	600,000	10
24	Total		\$ 12,112,683	

Tax Treatment: Fully Tax-Exempt.

Bank Qualification: Bank Qualified and Non-Bank Qualified proposals are Requested,.

Security: Payments under the Master Lease will be subject to annual appropriation. The County will provide a security interest in its own financed equipment located in the County as collateral for the Master Lease; please specify any other security requirements.

Rating: The County is not currently rated by Fitch Ratings, Moody's, or Standard & Poor's, respectively. The County does not anticipate obtaining ratings for the Master Lease.

Draws: The County the ability to draw funds on the Master Lease at least annually through the end of fiscal year 2030. The County anticipates the flexibility to draw more often than annually (i.e. semi-annually). More flexibility would be a positive factor.

Please specify any minimum draw requirements.

Please also discuss in detail the process for obtaining a new draw on the line including any UCC filings or equipment title requirements. Will additional credit approval(s) be required for each draw? What is the process for approval by your institution?

Final Maturity: Financing each draw for an up to 10-year period, as described in the table above.

Interest Rate: The County prefers a fixed rate of interest for each draw.

The County will consider proposals that set forth a fixed numerical rate of interest or a formula by which such fixed numerical rate of interest can be determined at closing of each draw. Formula based rates must be tied to indices that are publicly available. Interest will be calculated based on a 360-day year and twelve 30-day months. ***For comparative purposes, please show the calculation as of March 3, 2021.*** Please discuss how this formula (index/credit spread) is renewed, or may be changed, throughout the duration of the Master Lease for each draw.

Please provide rates and/or formula for both Bank Qualified and Non-Bank Qualified borrowings.

Payment Frequency: The County desires to make payments of principal and interest on the Master Lease semi-annually on March 1 and September 1, commencing the next March 1 or September 1 following any draw.

Prepayment: The County is looking for maximum flexibility. Please specify the call structure that would provide the County with the most flexibility at the lowest cost of funds.

Documentation: The agreement and related documentation may be prepared by the County's Bond Counsel, or the respondent may submit its standard agreement and related documentation, which shall be subject to the County's review and acceptance. Exclusive of standard leasing provisions please identify any significant concepts or provisions included in the respondent's standard agreement that must be reflected in any County-prepared agreement.

Please specify:

- 1) Whether Bond Counsel or whether the Bank or its counsel will draft the Lease Documents; and,

- 2) Whether the Lease will require adjustments to the interest rates if the maximum corporate tax rate is reduced.

Annual/Ongoing Fees: Please detail any up-front fees / expenses to be paid by the County (i.e. bank legal counsel) and provide a not-to-exceed amount. The County does not anticipate paying any on-going fees. Please specify any exceptions.

Ongoing Disclosure: The County will provide annual audited financial statements. Please specify any additional requirements.

Bond Counsel Opinion: To be provided by Sands Anderson PC, Bond Counsel to the County. Please specify if an opinion will be required for each draw.

Direct Bank Loan: Proposals are requested for a direct bank loan evidenced by the Master Lease by a single financial institution or a syndicate of financial institutions represented by one lead institution with which the County and their consultants will deal exclusively on all aspects of the financing. The successful proposer(s) will be expected to provide a letter in form satisfactory to the County and Bond Counsel regarding the qualifications of the lender and stating that the loan is being made for its own account, with the present intent to hold the loan to maturity and with no intention of sale or distribution. No formal disclosure documents will be prepared, although the proposers should feel free to direct any questions about the County or its finances to the undersigned.

Other Requirements: Please include detail on any key deadlines such as proposal expiration and the deadline for closing the transaction. **The County requires that the interest rates for the initial draw be held firm through April 16 to allow sufficient time for closing on the transaction. Moreover, proposals must not bind the County to take action to accept an offer prior to March 19, which is the day after the regularly scheduled meeting of the County Board of Supervisors wherein proposals will be considered and an award potentially made.**

Please specify any other terms or conditions that would affect the proposed structure of the financing agreement. The preliminary timetable for action is shown below.

Preliminary Timetable:

Date	Action
February 8, 2021	RFP is distributed to local, regional and national banking institutions.
March 5, 2021	RFP responses due back to Davenport at 11:00 a.m. Eastern Time.
March 18, 2021	County Board meeting – Davenport to present summary of responses and recommendation and Council to award Master Lease to preferred lender.
Balance of March	Negotiate, on behalf of the County, the terms and conditions of the responses with prospective financial institutions.
April 16, 2021	Latest-possible Closing Date (please hold rates through this date) for first draw.

Inquiries:

All inquiries concerning clarification of this RFP must be made to Davenport, in writing (e-mail is acceptable). As it is expected that each firm may have different needs for information, it is incumbent on each firm to make whatever inquiries it deems necessary in order to respond to the RFP. Any contact initiated by any banking institution with the County's elected or appointed officials or Bond Counsel concerning this RFP is prohibited. Any such unauthorized contact may cause the disqualification of the respondent from consideration.

Submission of Proposals:

By submitting a proposal for the Master Lease, we are anticipating that the financing has received final or near final credit approval by your banking institution and that your banking institution is ready and able to provide the financing for the Master Lease should it receive an award. If this financing requires additional credit approvals after submission of your response, please clearly indicate in your response the process by which these additional approvals will be obtained, the timing of receiving these approvals, and any additional information that will need to be provided by the County.

We look forward to your response by Friday, March 5, 2021 at 11:00 a.m. Responses can be e-mailed to our office as follows:

Roland Kooch
Davenport & Company LLC
Senior Vice President
Phone: (804) 697-2906
rkooch@investdavenport.com

Ben Wilson
Davenport & Company LLC
Associate Vice President
Phone: (804) 697-2920
bwilson@investdavenport.com

Please feel free to contact my colleagues or me with any questions. Thank you in advance for your response.

Sincerely,



Roland M. Kooch, Jr.
Senior Vice President

CC: Richard Douglas, *Sussex County*
Kelly Moore, *Sussex County*
Dan Siegel, *Sands Anderson PC*
Jesse Bausch, *Sands Anderson PC*
David Rose, *Davenport & Company LLC*
Ben Wilson, *Davenport & Company LLC*

Municipal Advisor Disclaimer

The enclosed information relates to an existing or potential municipal advisor engagement.

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

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

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The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

Version 01.13.14 | BW | RK | DR |

**RESOLUTION OF BOARD OF SUPERVISORS OF THE
COUNTY OF SUSSEX, VIRGINIA APPROVING LEASE PURCHASE FINANCING**

WHEREAS, the Board of Supervisors (**the “Board”**) of the County of Sussex, Virginia (**the “County”**) has determined (i) that a true and very real need exists for the acquisition, installation and equipping of various vehicles and related equipment by the County (**the “Equipment”**) described in the Master Lease Agreement (as hereinafter defined) and any schedules thereunder; (ii) that the Equipment is essential to the governmental functions of the County; and (iii) that it reasonably expects the Equipment to continue to be essential to the governmental functions of the County for a period not less than the term of the Master Lease Agreement; and

WHEREAS, the Board has taken the necessary steps under the Virginia Procurement Act, as amended, to acquire the Equipment; and

WHEREAS, the Board proposes to enter into a Master Equipment Lease/Purchase Agreement and one or more schedules thereunder, in the aggregate principal amount of not to exceed \$12,200,000 (**the “Master Lease Agreement”**) with Banc of America Public Capital Corp (**the “Lessor”**) to finance the purchase of the Equipment from time to time, with each such schedule having a term not to exceed ten (10) years, such Master Lease Agreement being in accordance with the Proposal (as defined below); and

WHEREAS, the Board proposes to enter into an Equipment Schedule pursuant to the Master Lease Agreement with the Lessor in the principal amount not to exceed \$2,150,000 (**the “Schedule No. 1”**) to finance the purchase of certain Equipment over a term not to exceed ten (10) years, in accordance with the Proposal; and

WHEREAS, (i) all amounts payable by the County under the Master Lease Agreement, Schedule No. 1 and similar future schedules (**the “Lease Obligations”**) are subject to annual appropriation by the Board; (ii) the Board is not under any obligation to make any appropriation with respect to the Lease Obligations; (iii) the Lease Obligations are not a general obligation of the County or a charge against the general credit or taxing power of the County; and (iv) amounts payable by the County under the Lease Obligations do not constitute a debt of the County within the meaning of any constitutional, charter or statutory limitation; and

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The Board hereby accepts the proposal of the Lessor submitted on March 4, 2021, (**the “Proposal”**) for the financing of the Equipment on the terms set forth therein, including without limitation, for Schedule No. 1, a maximum principal amount not to exceed \$2,150,000, a maximum annual interest rate of 1.60% and a maximum term of approximately ten years, and an interest rate formula for future schedules under the Master Lease Agreement as set forth in the Proposal.

2. It is hereby found and determined that the terms of the Lease Obligations as provided in the Proposal are in the best interests of the County for the design, acquisition, improvement, installation and equipping of the Equipment.

3. The Master Lease Agreement and Schedule No. 1 and related financing documents are hereby approved. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act (the "Authorized Officials"), are hereby authorized to execute, acknowledge and deliver the Master Lease Agreement and Schedule No. 1 and related financing documents, including but not limited to an escrow agreement with an authorized escrow agent, if required, as selected by the Chairman, Vice Chairman or County Administrator, and/or a restricted account agreement if utilized by the County, with any changes, insertions and omissions therein as may be approved by the individuals executing the Master Lease Agreement and Schedule No. 1 and such documents, including but not limited to the annual interest rate, payment dates, lease term, description of Equipment and prepayment provisions, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act, are each hereby designated as authorized representatives of the County under the Master Lease Agreement and Schedule No. 1 and any escrow agreement or other related agreement until such time as the Board designates other authorized representatives. Without further authorization from the Board, (a) the aggregate principal component of Rental Payments under all schedules entered into pursuant to the Master Lease Agreement shall not exceed \$12,200,000; (b) the maximum term under any schedule entered into pursuant to the Master Lease Agreement shall not exceed ten (10) years; and (c) the maximum interest rate used to determine the interest component of rental payments under each schedule shall not exceed the lesser of the maximum rate permitted by law or five percent (5.00%) per annum. Future schedules under the Master Lease Agreement beyond Schedule No. 1 require future approval by the Board.

4. The same officers of the Board, and the County Administrator and the County Attorney are authorized and directed to execute and deliver any and all other agreements, financing statements, papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out the purposes and intents of this resolution and the Master Lease Agreement and Schedule No. 1.

5. The County covenants that it shall not take or omit to take any action the taking or omission of which will cause the Lease Obligations to be "arbitrage bonds" within the meaning of Section 148 of the Code, or otherwise cause interest on the Lease Obligations derived from the interest component of rental payments made by the County under the Master Lease Agreement to be includable in the gross income for Federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require it at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Lease Obligations.

6. The County further covenants that it shall not permit the proceeds of the Lease Obligations to be used in any manner that would result in (a) 10% or more of such proceeds being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, provided that no more than 5% of such proceeds may be used in a

trade or business unrelated to the County's use of the Equipment, (b) 5% or more of such proceeds being used with respect to any "output facility" (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Lease Obligations from being includable in the gross income for Federal income tax purposes of the registered owner thereof under existing law, the County need not comply with such covenants.

7. The Board hereby determines that it is in the best interests of the County to authorize the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Lease Obligations, if directed by the Chairman.

8. The recitals to this resolution are hereby incorporated by reference and are declared to be findings of the County in connection with its decision to acquire and finance the Equipment.

9. All acts of the officers, agents and representatives of the County that are in conformity with the purposes and intent of this resolution and in furtherance of the leasing of the Equipment by the County to finance the Equipment and the design, acquisition, improvement, installation and equipping of the Equipment are hereby approved, ratified and confirmed.

10. This resolution shall be effective immediately upon its adoption.

Date of Adoption: March 18, 2021.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Board of Supervisors of the County of Sussex, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on March 18, 2021, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this 18th day of March, 2021.

By: _____
Clerk, Board of Supervisors

Charles T. Maguire
Senior Vice President

Government Finance Group
1111 E. Main Street, 18th FL. VA2-300-18-02
Richmond, VA 23219
T 804.489.5044 F 804.262.8344 M 804.432.9572
Charles.maguire@BofA.com

March 4, 2021

Sussex County, VA
c/o: Roland Kooch, Davenport & Co.
Ben Wilson, Davenport & Co.

Dear Roland and Ben,

Banc of America Public Capital Corporation (“BAPCC”), is pleased to submit to you (“Lessee”) the lease financing proposal (the “Proposed Transaction”) described in the attached Summary of Terms and Conditions (the “Term Sheet”).

This letter and the Term Sheet (collectively, the “Proposal” or “Proposal Letter”) include only a brief description of the principal terms of the Proposed Transaction, and are intended for discussion purposes only. This Proposal Letter is not intended to and does not create any binding legal obligation on the part of either party. BAPCC will not be obligated to provide any financing until the satisfactory completion of its credit, legal and investment approval process. The terms and conditions of this Proposal Letter shall be superseded by and shall no longer be effective upon the execution and delivery of final legal documentation with respect to this Proposed Transaction.

This Proposal must be accepted on or before **March 12, 2021** in order for BAPCC to proceed with its consideration of the Proposed Transaction. To accept this proposal, please sign the enclosed copy of this letter and return it, by no later than March 12th to:

Banc of America Public Capital Corp
1111 E. Main Street, 18th Floor
Richmond, VA 23832
P – 804-788-3345
F – 804-788-3432

We appreciate this opportunity to present Bank of America.

Very truly yours,

BANC OF AMERICA PUBLIC CAPITAL CORP

Charles T. Maguire

Charles T. Maguire
Senior Vice President

The undersigned, by its authorized representative below, accepts the above proposal, agrees to furnish Lessor, its successors and assigns, any information relating to the business or financial condition of Lessee or its affiliates, and authorizes Lessor, Bank of America, National Association, and their affiliates to disclose to, discuss with and distribute such information (and any information they may already have) to any other affiliates or proposed assignees or successors of Lessor.

Sussex County, VA

By: _____

Title: _____

Date: _____

This proposal is submitted in response to your Invitation to Bid Tax-Exempt Lease-Purchase Financing February 8, 2021. The contents of this proposal and any subsequent discussions between us, including any and all information, recommendations, opinions, indicative pricing, quotations and analysis with respect to any municipal financial product or issuance of municipal securities, are provided to you in reliance upon the exemption provided for responses to requests for proposals or qualifications under the municipal advisor rules (the "Rules") of the Securities and Exchange Commission (240 CFR 15Ba1-1 et seq.).

The Staff of the SEC's Office of Municipal Securities has issued guidance which provides that, in order for a request for proposals to be consistent with this exemption, it must (a) identify a particular objective, (b) be open for not more than a reasonable period of time (up to six months being generally considered as reasonable), and (c) involve a competitive process (such as by being provided to at least three reasonably competitive market participants) or by being publicly posted to your official website. In submitting this proposal, we have relied upon your compliance with this guidance.

In submitting this proposal, we are not undertaking to act as a "municipal advisor" to you or any other person within the meaning of the Rules. In connection with this proposal and the transactions described herein, we are not subject to, and we hereby disclaim, any fiduciary duty to you or to any other person. We understand that you will consult with and rely on the advice of your own municipal, financial, tax, legal and other advisors as and to the extent you deem necessary in connection with your evaluation of this proposal and the transactions described herein.

SUMMARY OF TERMS AND CONDITIONS

- Date:** March 4, 2021
- Lessee:** Sussex County, VA.
- Lessor:** Banc of America Public Capital (“BAPCC”) or its assignee or designee ("Lessor")
- Equipment:** Various fire apparatus and vehicles and equipment.
- Security:** BAPCC will have a security interest in the Equipment.
- Structure:** The Lease-Agreement is intended as either a **BANK QUALIFIED** or **NON-BANK QUALIFIED** secured transaction; all tax benefits will remain with Lessee; all expenses, including (but not limited to) insurance, maintenance, and taxes, will be for the account of Lessee.
- Availability:** The proposed line of credit will be in place for one (1) year with optional annual extensions, if requested by Lessee, subject to annual credit and index pricing review. The extension will be mutually agreeable to Lessee and Lessor.
- Term:** 7 and 10 Years.
- Funding:** \$2.1mm for 2021.

The Maximum Funding amount, \$12.2mm, will be allocated in annual increments per the RFP. Based on the needs of the County, the annual financings can be increased upon mutual agreement of the parties.

<u>Rate:</u>	<u>BQ</u>	<u>NBQ</u>
7 years:	1.238%	1.224%
10 years:	1.587%	1.566%

The current rates are locked until April 16, 2021, and will be honored so long as the transaction is funded before such date. After April 16, 2021, after which rates will be based on index and conditions below.

In order to lock the rate, the City must notify (email is fine) BAPCC of acceptance of the rates within 5 business days from the issuance of this proposal.

Index: Any funding after April 16, 2021 will be based on the formula below, which will be good for one year from date of proposal, after which time it will be subject to review and mutual agreement of both parties:

NBQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.737%	1.224%
10 years	5 years	0.826%	0.653%	0.913%	1.566%

BQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.751%	1.238%
10 years	5 years	0.826%	0.653%	0.934%	1.587%

*Swap Index Rate as of March 3, 2021

The actual Tax-Exempt Interest Rate for future Schedules will be calculated in accordance with the formula in the above pricing grid and will be based on the then current Swap Index Rate published on the Bloomberg Terminal on the date pricing is set (no more than 8 days prior to funding), which the Swap Index Rate shall not be less than 0%.

Payments: Payments will be in accordance with the attached amortization schedule. Please note if alternative payment frequencies (i.e. quarterly, semiannual or annual) or changes to the principal amounts due on each payment date are requested, this may be accommodated but any changes to the average life may also impact the rate quoted herein.

Insurance: Lessee may be required to provide, at its expense, casualty insurance (with such deductibles as Lessor may approve) Lessor has the ability, if necessary, to obtain and provide any insurance certificate required.

Prepayment: Pre-payable in whole on any payment date at par after the first half of the term has expired.

Governmental

Entity Lease: The Base Rent installments are calculated on the assumptions, and Lessee will represent, that Lessee is a state or political subdivision of a state within the meaning of Section 103(c) of the Internal Revenue Code (the "Code"), that this transaction will constitute an obligation of Lessee within the meaning of Section 103(a) of the Code, notwithstanding Section 103(b) of the Code. Lessee shall provide Lessor with such evidence as Lessor may request to substantiate and maintain such tax status.

Lessee will indemnify Lessor only as to the actions or omissions of the lessee, on an after-tax basis, against any loss of Federal income tax exemption of the interest portion of the rentals and against any penalties and interest imposed by the Internal Revenue Service on Lessor in connection therewith on a lump-sum basis.

Non-Appropriation

Termination: Lessee affirms that funds are available for the current fiscal year and reasonably believes that sufficient funds can be obtained to make all rental payments during each subsequent fiscal year. Lessee will regularly budget for and otherwise use its best efforts to obtain funds for the continuation of the rentals in this transaction.

Expenses: Each party will be responsible for their own closing costs.

Escrow

Account: *Lessee may deposit*, subject to compliance with applicable regulations under the Internal Revenue Code, including, but not limited to arbitrage regulations, the proceeds of the Lease in an escrow acceptable to Lessor, and disbursements made therefrom to pay for the Project upon the execution and delivery of an acceptance certificate (and related documents) by Lessee and approved by Lessor.

Documents: Lease documents in form and substance satisfactory to Lessor and its local counsel must be executed and delivered. If Lessor requests, Lessee will also furnish duly executed landlord and mortgage waivers and supporting information. Lessee will also provide board resolutions, incumbency certificates and other documentation required by Lessor.

Conditions

Precedent: If the vendor is receiving advance payments from the lease proceeds prior to delivery, then BAPCC will receive a payment and performance bond; also, BAPCC will take assignment of the vendor contract which is to be reviewed by our legal department.

LIBOR-Based

Swap Succession: In the event the LIBOR-based swap index ceases (a) to be determined and made available through the Bloomberg Daily Summary, (b) to be a representative index for approximating movements in Lessor's costs of funding fixed-rate transactions, or (c) to be the generally accepted swap index in the marketplace, Lessor may in its discretion use a replacement swap index applicable to U.S. Dollar collateralized funding that is generally accepted in the interbank credit marketplace as a comparable substitute for the LIBOR-based swap.

SEC

Disclosure: Lessee acknowledges and agrees that, if, in connection with its efforts to comply with the requirements of SEC Rule 15c2-12(b)(5) of the Securities and Exchange Act of 1934, Lessee decides to file any documentation related to the proposed transaction to EMMA (the "*Disclosed Documents*"), such Disclosed Documents shall be filed with redactions that will be mutually agreed upon by the parties to ensure that there is no confidential information of Lessor included in the posted documents (i.e. account information, names of signatories).

Private

Placement: The proposed transaction is a private placement that will not require (i) any additional public ongoing disclosure requirements, (ii) any additional public offering document generation requirements, or (iii) any underwriting or related fees.

Market

Disruption: Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets after the date of this Proposal Letter, including but not limited to any governmental action or other event which materially adversely affects the extension of credit by banks, leasing companies or other lending institutions, the Lessor may modify the indicative pricing described above.

USA Patriot Act

Compliance: The Lessee acknowledges that pursuant to the requirements of the USA Patriot Act, as amended from time to time (including as amended by the USA Freedom Act of 2015) (the "Patriot Act"), the Lessor is required to obtain, verify and record information that identifies the Lessee, which information includes the name and address of the Lessee and other information that will allow the Lessor to identify the Lessee in accordance with the Patriot Act.

Credit Due

Diligence: In order to complete its credit due diligence, Banc of America Public Capital Corp Credit Administration will need you to provide:

- Three years of most recent audited financial statements;
- Most recent fiscal year's Budget
- Insurance Certificate
- W-9

7-YR BQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,668.49	\$ 1,160.63	\$ 17,507.86	\$232,492.14
3/1/2022		\$ 18,668.49	\$ 1,439.13	\$ 17,229.36	\$215,262.78
9/1/2022		\$ 18,668.49	\$ 1,332.48	\$ 17,336.01	\$197,926.77
3/1/2023		\$ 18,668.49	\$ 1,225.17	\$ 17,443.32	\$180,483.45
9/1/2023		\$ 18,668.49	\$ 1,117.20	\$ 17,551.29	\$162,932.16
3/1/2024		\$ 18,668.49	\$ 1,008.55	\$ 17,659.94	\$145,272.22
9/1/2024		\$ 18,668.49	\$ 899.24	\$ 17,769.25	\$127,502.97
3/1/2025		\$ 18,668.49	\$ 789.25	\$ 17,879.24	\$109,623.72
9/1/2025		\$ 18,668.49	\$ 678.57	\$ 17,989.92	\$ 91,633.80
3/1/2026		\$ 18,668.49	\$ 567.21	\$ 18,101.28	\$ 73,532.53
9/1/2026		\$ 18,668.49	\$ 455.17	\$ 18,213.32	\$ 55,319.21
3/1/2027		\$ 18,668.49	\$ 342.43	\$ 18,326.06	\$ 36,993.14
9/1/2027		\$ 18,668.49	\$ 228.99	\$ 18,439.50	\$ 18,553.64
3/1/2028		\$ 18,668.49	\$ 114.85	\$ 18,553.64	\$ -
	-----	-----	-----	-----	
	\$250,000.00	\$261,358.86	\$11,358.86	\$250,000.00	

7-YR NBQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,659.20	\$ 1,147.50	\$ 17,511.70	\$232,488.30
3/1/2022		\$ 18,659.20	\$ 1,422.83	\$ 17,236.37	\$215,251.92
9/1/2022		\$ 18,659.20	\$ 1,317.34	\$ 17,341.86	\$197,910.06
3/1/2023		\$ 18,659.20	\$ 1,211.21	\$ 17,447.99	\$180,462.07
9/1/2023		\$ 18,659.20	\$ 1,104.43	\$ 17,554.77	\$162,907.30
3/1/2024		\$ 18,659.20	\$ 996.99	\$ 17,662.21	\$145,245.09
9/1/2024		\$ 18,659.20	\$ 888.90	\$ 17,770.30	\$127,474.78
3/1/2025		\$ 18,659.20	\$ 780.14	\$ 17,879.06	\$109,595.73
9/1/2025		\$ 18,659.20	\$ 670.72	\$ 17,988.48	\$ 91,607.25
3/1/2026		\$ 18,659.20	\$ 560.64	\$ 18,098.56	\$ 73,508.69
9/1/2026		\$ 18,659.20	\$ 449.87	\$ 18,209.33	\$ 55,299.36
3/1/2027		\$ 18,659.20	\$ 338.43	\$ 18,320.77	\$ 36,978.59
9/1/2027		\$ 18,659.20	\$ 226.31	\$ 18,432.89	\$ 18,545.70
3/1/2028		\$ 18,659.20	\$ 113.50	\$ 18,545.70	\$ (0.00)
	-----	-----	-----	-----	
	\$250,000.00	\$261,228.80	\$11,228.80	\$250,000.00	

10-YR BO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,368.42	\$ 10,698.46	\$ 86,669.96	\$ 1,711,013.04
3/1/2022		\$ 97,368.42	\$ 13,576.89	\$ 83,791.53	\$ 1,627,221.52
9/1/2022		\$ 97,368.42	\$ 12,912.01	\$ 84,456.41	\$ 1,542,765.10
3/1/2023		\$ 97,368.42	\$ 12,241.84	\$ 85,126.58	\$ 1,457,638.53
9/1/2023		\$ 97,368.42	\$ 11,566.37	\$ 85,802.05	\$ 1,371,836.47
3/1/2024		\$ 97,368.42	\$ 10,885.53	\$ 86,482.89	\$ 1,285,353.58
9/1/2024		\$ 97,368.42	\$ 10,199.28	\$ 87,169.14	\$ 1,198,184.44
3/1/2025		\$ 97,368.42	\$ 9,507.60	\$ 87,860.82	\$ 1,110,323.62
9/1/2025		\$ 97,368.42	\$ 8,810.42	\$ 88,558.00	\$ 1,021,765.62
3/1/2026		\$ 97,368.42	\$ 8,107.71	\$ 89,260.71	\$ 932,504.91
9/1/2026		\$ 97,368.42	\$ 7,399.43	\$ 89,968.99	\$ 842,535.92
3/1/2027		\$ 97,368.42	\$ 6,685.52	\$ 90,682.90	\$ 751,853.02
9/1/2027		\$ 97,368.42	\$ 5,965.96	\$ 91,402.46	\$ 660,450.56
3/1/2028		\$ 97,368.42	\$ 5,240.68	\$ 92,127.74	\$ 568,322.82
9/1/2028		\$ 97,368.42	\$ 4,509.64	\$ 92,858.78	\$ 475,464.04
3/1/2029		\$ 97,368.42	\$ 3,772.81	\$ 93,595.61	\$ 381,868.43
9/1/2029		\$ 97,368.42	\$ 3,030.13	\$ 94,338.29	\$ 287,530.13
3/1/2030		\$ 97,368.42	\$ 2,281.55	\$ 95,086.87	\$ 192,443.27
9/1/2030		\$ 97,368.42	\$ 1,527.04	\$ 95,841.38	\$ 96,601.88
3/1/2031		\$ 97,368.42	\$ 766.54	\$ 96,601.88	\$ (0.00)
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,947,368.40	\$ 149,685.40	\$ 1,797,683.00	

10-YR NBO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,267.13	\$ 10,556.89	\$ 86,710.24	\$ 1,710,972.76
3/1/2022		\$ 97,267.13	\$ 13,396.92	\$ 83,870.21	\$ 1,627,102.55
9/1/2022		\$ 97,267.13	\$ 12,740.21	\$ 84,526.92	\$ 1,542,575.64
3/1/2023		\$ 97,267.13	\$ 12,078.37	\$ 85,188.76	\$ 1,457,386.87
9/1/2023		\$ 97,267.13	\$ 11,411.34	\$ 85,855.79	\$ 1,371,531.08
3/1/2024		\$ 97,267.13	\$ 10,739.09	\$ 86,528.04	\$ 1,285,003.04
9/1/2024		\$ 97,267.13	\$ 10,061.57	\$ 87,205.56	\$ 1,197,797.49
3/1/2025		\$ 97,267.13	\$ 9,378.75	\$ 87,888.38	\$ 1,109,909.11
9/1/2025		\$ 97,267.13	\$ 8,690.59	\$ 88,576.54	\$ 1,021,332.57
3/1/2026		\$ 97,267.13	\$ 7,997.03	\$ 89,270.10	\$ 932,062.48
9/1/2026		\$ 97,267.13	\$ 7,298.05	\$ 89,969.08	\$ 842,093.39
3/1/2027		\$ 97,267.13	\$ 6,593.59	\$ 90,673.54	\$ 751,419.86
9/1/2027		\$ 97,267.13	\$ 5,883.62	\$ 91,383.51	\$ 660,036.34
3/1/2028		\$ 97,267.13	\$ 5,168.08	\$ 92,099.05	\$ 567,937.30
9/1/2028		\$ 97,267.13	\$ 4,446.95	\$ 92,820.18	\$ 475,117.12
3/1/2029		\$ 97,267.13	\$ 3,720.17	\$ 93,546.96	\$ 381,570.16
9/1/2029		\$ 97,267.13	\$ 2,987.69	\$ 94,279.44	\$ 287,290.72
3/1/2030		\$ 97,267.13	\$ 2,249.49	\$ 95,017.64	\$ 192,273.08
9/1/2030		\$ 97,267.13	\$ 1,505.50	\$ 95,761.63	\$ 96,511.45
3/1/2031		\$ 97,267.13	\$ 755.68	\$ 96,511.45	\$ -
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,945,342.60	\$ 147,659.60	\$ 1,797,683.00	

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of a Medical Vehicle

AMOUNT: \$250,000.00

TERM OR MATURITY DATE: 7 years

INTEREST RATE: a. 1.82%
b. 1.89%

TAX STATUS: a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified

PAYMENTS: Interest: Semi-Annual
Principal: Semi-Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Medical Vehicle purchased with the proceeds

PREPAYMENT TERMS: Prepayable in whole at any time without penalty

RATE EXPIRATION: April 19, 2021

DOCUMENTATION/ LEGAL REVIEW FEE: To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of Fire Trucks**AMOUNT:** \$1,797,683.00**TERM OR
MATURITY DATE:** 10 years**INTEREST RATE:** a. 1.82%
b. 1.92%**TAX STATUS:** a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified**PAYMENTS:** Interest: Semi-Annual
Principal: Semi-Annual**INTEREST RATE
CALCULATION:** 30/360**SECURITY:** Fire Trucks purchased with the proceeds**PREPAYMENT
TERMS:** Prepayable in whole at any time with a 1% prepayment penalty. Or, non-callable for the first half of the term, then on or after that date, callable in whole at any time at par.**RATE
EXPIRATION:** April 19, 2021**DOCUMENTATION/
LEGAL REVIEW
FEE:** To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

BOARD ACTION FORM

Agenda Item: Action Item #6.01

Subject: Master Lease Agreement – Roland Kooch, Davenport & Company

Board Meeting Date: March 18 2021

=====

Summary: Roland Kooch with Davenport & Company will present an overview of a recommended master lease program to provide up to \$12.2 million in funding for future fire and EMS vehicles over the next ten years, including three fire engines and one ambulance recently approved by the Board of Supervisors. Davenport issued a master lease program RFP in February to address these services, and recommends a proposal from Banc of America Public Capital (attached).

A resolution is attached for your consideration (prepared by bond counsel and reviewed by the County Attorney), approving the master lease program with Banc of America Public Capital, to include Schedule 1, in an amount not to exceed \$2,150,000 at a maximum interest rate of 1.6 percent and maximum term of ten years, to cover the cost of recently purchased equipment.

Recommendation: Staff recommends approval of resolution approving the master lease program with Bank of America Public Capital.

- Attachments:** (1) RFP for Master Lease Program for Sussex County
(2) Sussex County Discussion Material
(3) Resolution
(4) RFP Responses and Summary

=====

ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Senior Vice President
Public Finance
One James Center
901 East Cary Street – 11th Floor
Richmond, Virginia 23219
(804) 697-2906
rkooch@investdavenport.com

VIA EMAIL

REQUEST FOR PROPOSALS

February 8, 2021



Up to \$12,200,000
Master Lease Program

Proposals Due: 11:00 a.m. Friday, March 5, 2021

In our capacity as Financial Advisor to Sussex County, Virginia (the “County”), Davenport & Company LLC (“Davenport”) is issuing this Request for Proposals (“RFP”) for a Master Lease Program for the County (the “Master Lease”). The County has identified approximately \$12.2 million in financing needs for a multi-year program to upgrade and replace the County Fire/EMS Equipment and other assets with useful lives of seven to ten years (the “Equipment”). As such, this RFP is being issued to request proposals from interested financial institutions to provide up to \$12.2 Million of new money lease financing to be drawn down over a multi-year period to pay for: 1) County Equipment, and 2) the costs of issuance associated with the Master Lease. **The County is requesting responses to the RFP by Friday, March 5, 2021 at 11:00 a.m.**

Financial Information Regarding the County

Audited Financials: <https://www.sussexcountyva.gov/departments/finance-department/audited-financial-reports>

The County’s FY 2018 and FY 2020 Audited Financials are included in the distribution of this RFP. The County’s FY 2016, FY 2017, and FY 2019 Audited Financials can be found at the link above.

Adopted Budgets: <https://www.sussexcountyva.gov/departments/finance-department/adopted-budgets>

Respondents having questions related to any of the financial information of the County, or who would like to request any additional information, are asked to contact the undersigned, who will work to facilitate a timely response.

The County is not currently rated by Moody’s, Standard & Poor’s, or Fitch Ratings.

Overview of Projects to be Financed:

As part of its multi-year Fire/EMS equipment replacement program, the County has identified up to \$12.2 Million of lease financing needs over the fiscal years 2021 to 2030. The County’s estimated expectations to draw for these needs can be found in the Proposed Terms below. Taken together, these draws will finance the acquisition of the \$12.2 million for County Equipment.

The County desires to enter into a cost effective and administratively efficient agreement with a financial institution to provide capital leasing for these projected needs.

The County anticipates financing these projects over a period of up to 10 years per draw.

The County is acting as the Lessee under the Master Lease. The County will be responsible, subject to annual appropriation, for making the lease payments under the Master Lease, as well as related maintenance and insurance expenses.

Please utilize the following set of criteria when formulating your response:

The Master Lease Proposed Terms:

Obligor/Lessee: Sussex County, Virginia.

Purpose: 1) Fund the acquisition of various equipment; and,
2) To pay the costs of issuance.

Size of Issuance: Up to \$12,200,000.

Equipment:

	Description	Fiscal Year	Amount	Term (Years)
1	Engine 82	2021	\$ 612,471	10
2	Engine 120	2021	603,000	10
3	Engine 520	2021	582,212	10
4	Medic 340	2021	250,000	7
5	Brush 450	2022	25,000	7
6	Engine 410	2022	600,000	10
7	Brush 8	2022	80,000	7
8	Brush 140	2022	80,000	7
9	Engine 210	2023	600,000	10
10	Brush 240	2023	80,000	7
11	Engine 81	2024	650,000	10
12	Tanker 480	2024	500,000	10
13	Tanker 180	2025	500,000	10
14	Squad 290	2026	800,000	10
15	Heavy Rescue 8	2026	800,000	10
16	Truck 4	2026	1,000,000	10
17	Engine 110	2027	700,000	10
18	Truck 1	2027	1,000,000	10
19	Engine 510	2028	700,000	10
20	Medic 340	2028	300,000	7
21	Medic 750	2028	300,000	7
22	Engine 420	2029	750,000	10
23	Tanker 8	2030	600,000	10
24	Total		\$ 12,112,683	

Tax Treatment: Fully Tax-Exempt.

Bank Qualification: Bank Qualified and Non-Bank Qualified proposals are Requested,.

Security: Payments under the Master Lease will be subject to annual appropriation. The County will provide a security interest in its own financed equipment located in the County as collateral for the Master Lease; please specify any other security requirements.

Rating: The County is not currently rated by Fitch Ratings, Moody's, or Standard & Poor's, respectively. The County does not anticipate obtaining ratings for the Master Lease.

Draws: The County the ability to draw funds on the Master Lease at least annually through the end of fiscal year 2030. The County anticipates the flexibility to draw more often than annually (i.e. semi-annually). More flexibility would be a positive factor.

Please specify any minimum draw requirements.

Please also discuss in detail the process for obtaining a new draw on the line including any UCC filings or equipment title requirements. Will additional credit approval(s) be required for each draw? What is the process for approval by your institution?

Final Maturity: Financing each draw for an up to 10-year period, as described in the table above.

Interest Rate: The County prefers a fixed rate of interest for each draw.

The County will consider proposals that set forth a fixed numerical rate of interest or a formula by which such fixed numerical rate of interest can be determined at closing of each draw. Formula based rates must be tied to indices that are publicly available. Interest will be calculated based on a 360-day year and twelve 30-day months. ***For comparative purposes, please show the calculation as of March 3, 2021.*** Please discuss how this formula (index/credit spread) is renewed, or may be changed, throughout the duration of the Master Lease for each draw.

Please provide rates and/or formula for both Bank Qualified and Non-Bank Qualified borrowings.

Payment Frequency: The County desires to make payments of principal and interest on the Master Lease semi-annually on March 1 and September 1, commencing the next March 1 or September 1 following any draw.

Prepayment: The County is looking for maximum flexibility. Please specify the call structure that would provide the County with the most flexibility at the lowest cost of funds.

Documentation: The agreement and related documentation may be prepared by the County's Bond Counsel, or the respondent may submit its standard agreement and related documentation, which shall be subject to the County's review and acceptance. Exclusive of standard leasing provisions please identify any significant concepts or provisions included in the respondent's standard agreement that must be reflected in any County-prepared agreement.

Please specify:

- 1) Whether Bond Counsel or whether the Bank or its counsel will draft the Lease Documents; and,

- 2) Whether the Lease will require adjustments to the interest rates if the maximum corporate tax rate is reduced.

Annual/Ongoing Fees: Please detail any up-front fees / expenses to be paid by the County (i.e. bank legal counsel) and provide a not-to-exceed amount. The County does not anticipate paying any on-going fees. Please specify any exceptions.

Ongoing Disclosure: The County will provide annual audited financial statements. Please specify any additional requirements.

Bond Counsel Opinion: To be provided by Sands Anderson PC, Bond Counsel to the County. Please specify if an opinion will be required for each draw.

Direct Bank Loan: Proposals are requested for a direct bank loan evidenced by the Master Lease by a single financial institution or a syndicate of financial institutions represented by one lead institution with which the County and their consultants will deal exclusively on all aspects of the financing. The successful proposer(s) will be expected to provide a letter in form satisfactory to the County and Bond Counsel regarding the qualifications of the lender and stating that the loan is being made for its own account, with the present intent to hold the loan to maturity and with no intention of sale or distribution. No formal disclosure documents will be prepared, although the proposers should feel free to direct any questions about the County or its finances to the undersigned.

Other Requirements: Please include detail on any key deadlines such as proposal expiration and the deadline for closing the transaction. **The County requires that the interest rates for the initial draw be held firm through April 16 to allow sufficient time for closing on the transaction. Moreover, proposals must not bind the County to take action to accept an offer prior to March 19, which is the day after the regularly scheduled meeting of the County Board of Supervisors wherein proposals will be considered and an award potentially made.**

Please specify any other terms or conditions that would affect the proposed structure of the financing agreement. The preliminary timetable for action is shown below.

Preliminary Timetable:

Date	Action
February 8, 2021	RFP is distributed to local, regional and national banking institutions.
March 5, 2021	RFP responses due back to Davenport at 11:00 a.m. Eastern Time.
March 18, 2021	County Board meeting – Davenport to present summary of responses and recommendation and Council to award Master Lease to preferred lender.
Balance of March	Negotiate, on behalf of the County, the terms and conditions of the responses with prospective financial institutions.
April 16, 2021	Latest-possible Closing Date (please hold rates through this date) for first draw.

Inquiries:

All inquiries concerning clarification of this RFP must be made to Davenport, in writing (e-mail is acceptable). As it is expected that each firm may have different needs for information, it is incumbent on each firm to make whatever inquiries it deems necessary in order to respond to the RFP. Any contact initiated by any banking institution with the County's elected or appointed officials or Bond Counsel concerning this RFP is prohibited. Any such unauthorized contact may cause the disqualification of the respondent from consideration.

Submission of Proposals:

By submitting a proposal for the Master Lease, we are anticipating that the financing has received final or near final credit approval by your banking institution and that your banking institution is ready and able to provide the financing for the Master Lease should it receive an award. If this financing requires additional credit approvals after submission of your response, please clearly indicate in your response the process by which these additional approvals will be obtained, the timing of receiving these approvals, and any additional information that will need to be provided by the County.

We look forward to your response by Friday, March 5, 2021 at 11:00 a.m. Responses can be e-mailed to our office as follows:

Roland Kooch
Davenport & Company LLC
Senior Vice President
Phone: (804) 697-2906
rkooch@investdavenport.com

Ben Wilson
Davenport & Company LLC
Associate Vice President
Phone: (804) 697-2920
bwilson@investdavenport.com

Please feel free to contact my colleagues or me with any questions. Thank you in advance for your response.

Sincerely,



Roland M. Kooch, Jr.
Senior Vice President

CC: Richard Douglas, *Sussex County*
Kelly Moore, *Sussex County*
Dan Siegel, *Sands Anderson PC*
Jesse Bausch, *Sands Anderson PC*
David Rose, *Davenport & Company LLC*
Ben Wilson, *Davenport & Company LLC*

Municipal Advisor Disclaimer

The enclosed information relates to an existing or potential municipal advisor engagement.

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

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons.

This material was prepared by public finance, or other non-research personnel of Davenport. This material was not produced by a research analyst, although it may refer to a Davenport research analyst or research report. Unless otherwise indicated, these views (if any) are the author's and may differ from those of the Davenport fixed income or research department or others in the firm. Davenport may perform or seek to perform financial advisory services for the issuers of the securities and instruments mentioned herein.

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The securities/instruments discussed in this material may not be suitable for all investors or issuers. Recipients should seek independent financial advice prior to making any investment decision based on this material. This material does not provide individually tailored investment advice or offer tax, regulatory, accounting or legal advice. Prior to entering into any proposed transaction, recipients should determine, in consultation with their own investment, legal, tax, regulatory and accounting advisors, the economic risks and merits, as well as the legal, tax, regulatory and accounting characteristics and consequences, of the transaction. You should consider this material as only a single factor in making an investment decision.

The value of and income from investments and the cost of borrowing may vary because of changes in interest rates, foreign exchange rates, default rates, prepayment rates, securities/instruments prices, market indexes, operational or financial conditions or companies or other factors. There may be time limitations on the exercise of options or other rights in securities/instruments transactions. Past performance is not necessarily a guide to future performance and estimates of future performance are based on assumptions that may not be realized. Actual events may differ from those assumed and changes to any assumptions may have a material impact on any projections or estimates. Other events not taken into account may occur and may significantly affect the projections or estimates. Certain assumptions may have been made for modeling purposes or to simplify the presentation and/or calculation of any projections or estimates, and Davenport does not represent that any such assumptions will reflect actual future events. Accordingly, there can be no assurance that estimated returns or projections will be realized or that actual returns or performance results will not materially differ from those estimated herein. This material may not be sold or redistributed without the prior written consent of Davenport.

Version 01.13.14 | BW | RK | DR |

**RESOLUTION OF BOARD OF SUPERVISORS OF THE
COUNTY OF SUSSEX, VIRGINIA APPROVING LEASE PURCHASE FINANCING**

WHEREAS, the Board of Supervisors (**the “Board”**) of the County of Sussex, Virginia (**the “County”**) has determined (i) that a true and very real need exists for the acquisition, installation and equipping of various vehicles and related equipment by the County (**the “Equipment”**) described in the Master Lease Agreement (as hereinafter defined) and any schedules thereunder; (ii) that the Equipment is essential to the governmental functions of the County; and (iii) that it reasonably expects the Equipment to continue to be essential to the governmental functions of the County for a period not less than the term of the Master Lease Agreement; and

WHEREAS, the Board has taken the necessary steps under the Virginia Procurement Act, as amended, to acquire the Equipment; and

WHEREAS, the Board proposes to enter into a Master Equipment Lease/Purchase Agreement and one or more schedules thereunder, in the aggregate principal amount of not to exceed \$12,200,000 (**the “Master Lease Agreement”**) with Banc of America Public Capital Corp (**the “Lessor”**) to finance the purchase of the Equipment from time to time, with each such schedule having a term not to exceed ten (10) years, such Master Lease Agreement being in accordance with the Proposal (as defined below); and

WHEREAS, the Board proposes to enter into an Equipment Schedule pursuant to the Master Lease Agreement with the Lessor in the principal amount not to exceed \$2,150,000 (**the “Schedule No. 1”**) to finance the purchase of certain Equipment over a term not to exceed ten (10) years, in accordance with the Proposal; and

WHEREAS, (i) all amounts payable by the County under the Master Lease Agreement, Schedule No. 1 and similar future schedules (**the “Lease Obligations”**) are subject to annual appropriation by the Board; (ii) the Board is not under any obligation to make any appropriation with respect to the Lease Obligations; (iii) the Lease Obligations are not a general obligation of the County or a charge against the general credit or taxing power of the County; and (iv) amounts payable by the County under the Lease Obligations do not constitute a debt of the County within the meaning of any constitutional, charter or statutory limitation; and

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. The Board hereby accepts the proposal of the Lessor submitted on March 4, 2021, (**the “Proposal”**) for the financing of the Equipment on the terms set forth therein, including without limitation, for Schedule No. 1, a maximum principal amount not to exceed \$2,150,000, a maximum annual interest rate of 1.60% and a maximum term of approximately ten years, and an interest rate formula for future schedules under the Master Lease Agreement as set forth in the Proposal.

2. It is hereby found and determined that the terms of the Lease Obligations as provided in the Proposal are in the best interests of the County for the design, acquisition, improvement, installation and equipping of the Equipment.

3. The Master Lease Agreement and Schedule No. 1 and related financing documents are hereby approved. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act (the "Authorized Officials"), are hereby authorized to execute, acknowledge and deliver the Master Lease Agreement and Schedule No. 1 and related financing documents, including but not limited to an escrow agreement with an authorized escrow agent, if required, as selected by the Chairman, Vice Chairman or County Administrator, and/or a restricted account agreement if utilized by the County, with any changes, insertions and omissions therein as may be approved by the individuals executing the Master Lease Agreement and Schedule No. 1 and such documents, including but not limited to the annual interest rate, payment dates, lease term, description of Equipment and prepayment provisions, such approval to be conclusively evidenced by the execution and delivery thereof. The Chairman, the Vice Chairman and the County Administrator, each of whom is authorized to act, are each hereby designated as authorized representatives of the County under the Master Lease Agreement and Schedule No. 1 and any escrow agreement or other related agreement until such time as the Board designates other authorized representatives. Without further authorization from the Board, (a) the aggregate principal component of Rental Payments under all schedules entered into pursuant to the Master Lease Agreement shall not exceed \$12,200,000; (b) the maximum term under any schedule entered into pursuant to the Master Lease Agreement shall not exceed ten (10) years; and (c) the maximum interest rate used to determine the interest component of rental payments under each schedule shall not exceed the lesser of the maximum rate permitted by law or five percent (5.00%) per annum. Future schedules under the Master Lease Agreement beyond Schedule No. 1 require future approval by the Board.

4. The same officers of the Board, and the County Administrator and the County Attorney are authorized and directed to execute and deliver any and all other agreements, financing statements, papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out the purposes and intents of this resolution and the Master Lease Agreement and Schedule No. 1.

5. The County covenants that it shall not take or omit to take any action the taking or omission of which will cause the Lease Obligations to be "arbitrage bonds" within the meaning of Section 148 of the Code, or otherwise cause interest on the Lease Obligations derived from the interest component of rental payments made by the County under the Master Lease Agreement to be includable in the gross income for Federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the County shall comply with any provision of law that may require it at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Lease Obligations.

6. The County further covenants that it shall not permit the proceeds of the Lease Obligations to be used in any manner that would result in (a) 10% or more of such proceeds being used in a trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, provided that no more than 5% of such proceeds may be used in a

trade or business unrelated to the County's use of the Equipment, (b) 5% or more of such proceeds being used with respect to any "output facility" (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the County receives an opinion of nationally recognized bond counsel that any such covenants need not be complied with to prevent the interest on the Lease Obligations from being includable in the gross income for Federal income tax purposes of the registered owner thereof under existing law, the County need not comply with such covenants.

7. The Board hereby determines that it is in the best interests of the County to authorize the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Lease Obligations, if directed by the Chairman.

8. The recitals to this resolution are hereby incorporated by reference and are declared to be findings of the County in connection with its decision to acquire and finance the Equipment.

9. All acts of the officers, agents and representatives of the County that are in conformity with the purposes and intent of this resolution and in furtherance of the leasing of the Equipment by the County to finance the Equipment and the design, acquisition, improvement, installation and equipping of the Equipment are hereby approved, ratified and confirmed.

10. This resolution shall be effective immediately upon its adoption.

Date of Adoption: March 18, 2021.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Board of Supervisors of the County of Sussex, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on March 18, 2021, by the Board of Supervisors with the following votes:

Aye:

Nay:

Abstentions:

Signed this 18th day of March, 2021.

By: _____
Clerk, Board of Supervisors

Charles T. Maguire
Senior Vice President

Government Finance Group
1111 E. Main Street, 18th FL. VA2-300-18-02
Richmond, VA 23219
T 804.489.5044 F 804.262.8344 M 804.432.9572
Charles.maguire@BofA.com

March 4, 2021

Sussex County, VA
c/o: Roland Kooch, Davenport & Co.
Ben Wilson, Davenport & Co.

Dear Roland and Ben,

Banc of America Public Capital Corporation (“BAPCC”), is pleased to submit to you (“Lessee”) the lease financing proposal (the “Proposed Transaction”) described in the attached Summary of Terms and Conditions (the “Term Sheet”).

This letter and the Term Sheet (collectively, the “Proposal” or “Proposal Letter”) include only a brief description of the principal terms of the Proposed Transaction, and are intended for discussion purposes only. This Proposal Letter is not intended to and does not create any binding legal obligation on the part of either party. BAPCC will not be obligated to provide any financing until the satisfactory completion of its credit, legal and investment approval process. The terms and conditions of this Proposal Letter shall be superseded by and shall no longer be effective upon the execution and delivery of final legal documentation with respect to this Proposed Transaction.

This Proposal must be accepted on or before **March 12, 2021** in order for BAPCC to proceed with its consideration of the Proposed Transaction. To accept this proposal, please sign the enclosed copy of this letter and return it, by no later than March 12th to:

Banc of America Public Capital Corp
1111 E. Main Street, 18th Floor
Richmond, VA 23832
P – 804-788-3345
F – 804-788-3432

We appreciate this opportunity to present Bank of America.

Very truly yours,

BANC OF AMERICA PUBLIC CAPITAL CORP

Charles T. Maguire

Charles T. Maguire
Senior Vice President

The undersigned, by its authorized representative below, accepts the above proposal, agrees to furnish Lessor, its successors and assigns, any information relating to the business or financial condition of Lessee or its affiliates, and authorizes Lessor, Bank of America, National Association, and their affiliates to disclose to, discuss with and distribute such information (and any information they may already have) to any other affiliates or proposed assignees or successors of Lessor.

Sussex County, VA

By: _____

Title: _____

Date: _____

This proposal is submitted in response to your Invitation to Bid Tax-Exempt Lease-Purchase Financing February 8, 2021. The contents of this proposal and any subsequent discussions between us, including any and all information, recommendations, opinions, indicative pricing, quotations and analysis with respect to any municipal financial product or issuance of municipal securities, are provided to you in reliance upon the exemption provided for responses to requests for proposals or qualifications under the municipal advisor rules (the "Rules") of the Securities and Exchange Commission (240 CFR 15Ba1-1 et seq.).

The Staff of the SEC's Office of Municipal Securities has issued guidance which provides that, in order for a request for proposals to be consistent with this exemption, it must (a) identify a particular objective, (b) be open for not more than a reasonable period of time (up to six months being generally considered as reasonable), and (c) involve a competitive process (such as by being provided to at least three reasonably competitive market participants) or by being publicly posted to your official website. In submitting this proposal, we have relied upon your compliance with this guidance.

In submitting this proposal, we are not undertaking to act as a "municipal advisor" to you or any other person within the meaning of the Rules. In connection with this proposal and the transactions described herein, we are not subject to, and we hereby disclaim, any fiduciary duty to you or to any other person. We understand that you will consult with and rely on the advice of your own municipal, financial, tax, legal and other advisors as and to the extent you deem necessary in connection with your evaluation of this proposal and the transactions described herein.

SUMMARY OF TERMS AND CONDITIONS

- Date:** March 4, 2021
- Lessee:** Sussex County, VA.
- Lessor:** Banc of America Public Capital (“BAPCC”) or its assignee or designee ("Lessor")
- Equipment:** Various fire apparatus and vehicles and equipment.
- Security:** BAPCC will have a security interest in the Equipment.
- Structure:** The Lease-Agreement is intended as either a **BANK QUALIFIED** or **NON-BANK QUALIFIED** secured transaction; all tax benefits will remain with Lessee; all expenses, including (but not limited to) insurance, maintenance, and taxes, will be for the account of Lessee.
- Availability:** The proposed line of credit will be in place for one (1) year with optional annual extensions, if requested by Lessee, subject to annual credit and index pricing review. The extension will be mutually agreeable to Lessee and Lessor.
- Term:** 7 and 10 Years.
- Funding:** \$2.1mm for 2021.

The Maximum Funding amount, \$12.2mm, will be allocated in annual increments per the RFP. Based on the needs of the County, the annual financings can be increased upon mutual agreement of the parties.

<u>Rate:</u>	<u>BQ</u>	<u>NBQ</u>
7 years:	1.238%	1.224%
10 years:	1.587%	1.566%

The current rates are locked until April 16, 2021, and will be honored so long as the transaction is funded before such date. After April 16, 2021, after which rates will be based on index and conditions below.

In order to lock the rate, the City must notify (email is fine) BAPCC of acceptance of the rates within 5 business days from the issuance of this proposal.

Index: Any funding after April 16, 2021 will be based on the formula below, which will be good for one year from date of proposal, after which time it will be subject to review and mutual agreement of both parties:

NBQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.737%	1.224%
10 years	5 years	0.826%	0.653%	0.913%	1.566%

BQ TAX EXEMPT INDEX:

Lease Term	Swap Index Term	Swap Index Rate*	x 79%	+ Fixed Spread	= Tax Exempt Interest Rate
7 years	4 years	0.617%	0.487%	0.751%	1.238%
10 years	5 years	0.826%	0.653%	0.934%	1.587%

*Swap Index Rate as of March 3, 2021

The actual Tax-Exempt Interest Rate for future Schedules will be calculated in accordance with the formula in the above pricing grid and will be based on the then current Swap Index Rate published on the Bloomberg Terminal on the date pricing is set (no more than 8 days prior to funding), which the Swap Index Rate shall not be less than 0%.

Payments: Payments will be in accordance with the attached amortization schedule. Please note if alternative payment frequencies (i.e. quarterly, semiannual or annual) or changes to the principal amounts due on each payment date are requested, this may be accommodated but any changes to the average life may also impact the rate quoted herein.

Insurance: Lessee may be required to provide, at its expense, casualty insurance (with such deductibles as Lessor may approve) Lessor has the ability, if necessary, to obtain and provide any insurance certificate required.

Prepayment: Pre-payable in whole on any payment date at par after the first half of the term has expired.

Governmental

Entity Lease: The Base Rent installments are calculated on the assumptions, and Lessee will represent, that Lessee is a state or political subdivision of a state within the meaning of Section 103(c) of the Internal Revenue Code (the "Code"), that this transaction will constitute an obligation of Lessee within the meaning of Section 103(a) of the Code, notwithstanding Section 103(b) of the Code. Lessee shall provide Lessor with such evidence as Lessor may request to substantiate and maintain such tax status.

Lessee will indemnify Lessor only as to the actions or omissions of the lessee, on an after-tax basis, against any loss of Federal income tax exemption of the interest portion of the rentals and against any penalties and interest imposed by the Internal Revenue Service on Lessor in connection therewith on a lump-sum basis.

Non-Appropriation

Termination: Lessee affirms that funds are available for the current fiscal year and reasonably believes that sufficient funds can be obtained to make all rental payments during each subsequent fiscal year. Lessee will regularly budget for and otherwise use its best efforts to obtain funds for the continuation of the rentals in this transaction.

Expenses: Each party will be responsible for their own closing costs.

Escrow

Account: *Lessee may deposit*, subject to compliance with applicable regulations under the Internal Revenue Code, including, but not limited to arbitrage regulations, the proceeds of the Lease in an escrow acceptable to Lessor, and disbursements made therefrom to pay for the Project upon the execution and delivery of an acceptance certificate (and related documents) by Lessee and approved by Lessor.

Documents: Lease documents in form and substance satisfactory to Lessor and its local counsel must be executed and delivered. If Lessor requests, Lessee will also furnish duly executed landlord and mortgage waivers and supporting information. Lessee will also provide board resolutions, incumbency certificates and other documentation required by Lessor.

Conditions

Precedent: If the vendor is receiving advance payments from the lease proceeds prior to delivery, then BAPCC will receive a payment and performance bond; also, BAPCC will take assignment of the vendor contract which is to be reviewed by our legal department.

LIBOR-Based

Swap Succession: In the event the LIBOR-based swap index ceases (a) to be determined and made available through the Bloomberg Daily Summary, (b) to be a representative index for approximating movements in Lessor's costs of funding fixed-rate transactions, or (c) to be the generally accepted swap index in the marketplace, Lessor may in its discretion use a replacement swap index applicable to U.S. Dollar collateralized funding that is generally accepted in the interbank credit marketplace as a comparable substitute for the LIBOR-based swap.

SEC

Disclosure: Lessee acknowledges and agrees that, if, in connection with its efforts to comply with the requirements of SEC Rule 15c2-12(b)(5) of the Securities and Exchange Act of 1934, Lessee decides to file any documentation related to the proposed transaction to EMMA (the "*Disclosed Documents*"), such Disclosed Documents shall be filed with redactions that will be mutually agreed upon by the parties to ensure that there is no confidential information of Lessor included in the posted documents (i.e. account information, names of signatories).

Private

Placement: The proposed transaction is a private placement that will not require (i) any additional public ongoing disclosure requirements, (ii) any additional public offering document generation requirements, or (iii) any underwriting or related fees.

Market

Disruption: Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets after the date of this Proposal Letter, including but not limited to any governmental action or other event which materially adversely affects the extension of credit by banks, leasing companies or other lending institutions, the Lessor may modify the indicative pricing described above.

USA Patriot Act

Compliance: The Lessee acknowledges that pursuant to the requirements of the USA Patriot Act, as amended from time to time (including as amended by the USA Freedom Act of 2015) (the "Patriot Act"), the Lessor is required to obtain, verify and record information that identifies the Lessee, which information includes the name and address of the Lessee and other information that will allow the Lessor to identify the Lessee in accordance with the Patriot Act.

Credit Due

Diligence: In order to complete its credit due diligence, Banc of America Public Capital Corp Credit Administration will need you to provide:

- Three years of most recent audited financial statements;
- Most recent fiscal year's Budget
- Insurance Certificate
- W-9

7-YR BQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,668.49	\$ 1,160.63	\$ 17,507.86	\$232,492.14
3/1/2022		\$ 18,668.49	\$ 1,439.13	\$ 17,229.36	\$215,262.78
9/1/2022		\$ 18,668.49	\$ 1,332.48	\$ 17,336.01	\$197,926.77
3/1/2023		\$ 18,668.49	\$ 1,225.17	\$ 17,443.32	\$180,483.45
9/1/2023		\$ 18,668.49	\$ 1,117.20	\$ 17,551.29	\$162,932.16
3/1/2024		\$ 18,668.49	\$ 1,008.55	\$ 17,659.94	\$145,272.22
9/1/2024		\$ 18,668.49	\$ 899.24	\$ 17,769.25	\$127,502.97
3/1/2025		\$ 18,668.49	\$ 789.25	\$ 17,879.24	\$109,623.72
9/1/2025		\$ 18,668.49	\$ 678.57	\$ 17,989.92	\$ 91,633.80
3/1/2026		\$ 18,668.49	\$ 567.21	\$ 18,101.28	\$ 73,532.53
9/1/2026		\$ 18,668.49	\$ 455.17	\$ 18,213.32	\$ 55,319.21
3/1/2027		\$ 18,668.49	\$ 342.43	\$ 18,326.06	\$ 36,993.14
9/1/2027		\$ 18,668.49	\$ 228.99	\$ 18,439.50	\$ 18,553.64
3/1/2028		\$ 18,668.49	\$ 114.85	\$ 18,553.64	\$ -
	-----	-----	-----	-----	
	\$250,000.00	\$261,358.86	\$11,358.86	\$250,000.00	

7-YR NBQ Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$250,000.00				\$250,000.00
9/1/2021		\$ 18,659.20	\$ 1,147.50	\$ 17,511.70	\$232,488.30
3/1/2022		\$ 18,659.20	\$ 1,422.83	\$ 17,236.37	\$215,251.92
9/1/2022		\$ 18,659.20	\$ 1,317.34	\$ 17,341.86	\$197,910.06
3/1/2023		\$ 18,659.20	\$ 1,211.21	\$ 17,447.99	\$180,462.07
9/1/2023		\$ 18,659.20	\$ 1,104.43	\$ 17,554.77	\$162,907.30
3/1/2024		\$ 18,659.20	\$ 996.99	\$ 17,662.21	\$145,245.09
9/1/2024		\$ 18,659.20	\$ 888.90	\$ 17,770.30	\$127,474.78
3/1/2025		\$ 18,659.20	\$ 780.14	\$ 17,879.06	\$109,595.73
9/1/2025		\$ 18,659.20	\$ 670.72	\$ 17,988.48	\$ 91,607.25
3/1/2026		\$ 18,659.20	\$ 560.64	\$ 18,098.56	\$ 73,508.69
9/1/2026		\$ 18,659.20	\$ 449.87	\$ 18,209.33	\$ 55,299.36
3/1/2027		\$ 18,659.20	\$ 338.43	\$ 18,320.77	\$ 36,978.59
9/1/2027		\$ 18,659.20	\$ 226.31	\$ 18,432.89	\$ 18,545.70
3/1/2028		\$ 18,659.20	\$ 113.50	\$ 18,545.70	\$ (0.00)
	-----	-----	-----	-----	
	\$250,000.00	\$261,228.80	\$11,228.80	\$250,000.00	

10-YR BO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,368.42	\$ 10,698.46	\$ 86,669.96	\$ 1,711,013.04
3/1/2022		\$ 97,368.42	\$ 13,576.89	\$ 83,791.53	\$ 1,627,221.52
9/1/2022		\$ 97,368.42	\$ 12,912.01	\$ 84,456.41	\$ 1,542,765.10
3/1/2023		\$ 97,368.42	\$ 12,241.84	\$ 85,126.58	\$ 1,457,638.53
9/1/2023		\$ 97,368.42	\$ 11,566.37	\$ 85,802.05	\$ 1,371,836.47
3/1/2024		\$ 97,368.42	\$ 10,885.53	\$ 86,482.89	\$ 1,285,353.58
9/1/2024		\$ 97,368.42	\$ 10,199.28	\$ 87,169.14	\$ 1,198,184.44
3/1/2025		\$ 97,368.42	\$ 9,507.60	\$ 87,860.82	\$ 1,110,323.62
9/1/2025		\$ 97,368.42	\$ 8,810.42	\$ 88,558.00	\$ 1,021,765.62
3/1/2026		\$ 97,368.42	\$ 8,107.71	\$ 89,260.71	\$ 932,504.91
9/1/2026		\$ 97,368.42	\$ 7,399.43	\$ 89,968.99	\$ 842,535.92
3/1/2027		\$ 97,368.42	\$ 6,685.52	\$ 90,682.90	\$ 751,853.02
9/1/2027		\$ 97,368.42	\$ 5,965.96	\$ 91,402.46	\$ 660,450.56
3/1/2028		\$ 97,368.42	\$ 5,240.68	\$ 92,127.74	\$ 568,322.82
9/1/2028		\$ 97,368.42	\$ 4,509.64	\$ 92,858.78	\$ 475,464.04
3/1/2029		\$ 97,368.42	\$ 3,772.81	\$ 93,595.61	\$ 381,868.43
9/1/2029		\$ 97,368.42	\$ 3,030.13	\$ 94,338.29	\$ 287,530.13
3/1/2030		\$ 97,368.42	\$ 2,281.55	\$ 95,086.87	\$ 192,443.27
9/1/2030		\$ 97,368.42	\$ 1,527.04	\$ 95,841.38	\$ 96,601.88
3/1/2031		\$ 97,368.42	\$ 766.54	\$ 96,601.88	\$ (0.00)
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,947,368.40	\$ 149,685.40	\$ 1,797,683.00	

10-YR NBO Lease Amortization:

date	funding	payment	interest	principal	balance
-----	-----	-----	-----	-----	-----
4/16/2021	\$ 1,797,683.00				\$ 1,797,683.00
9/1/2021		\$ 97,267.13	\$ 10,556.89	\$ 86,710.24	\$ 1,710,972.76
3/1/2022		\$ 97,267.13	\$ 13,396.92	\$ 83,870.21	\$ 1,627,102.55
9/1/2022		\$ 97,267.13	\$ 12,740.21	\$ 84,526.92	\$ 1,542,575.64
3/1/2023		\$ 97,267.13	\$ 12,078.37	\$ 85,188.76	\$ 1,457,386.87
9/1/2023		\$ 97,267.13	\$ 11,411.34	\$ 85,855.79	\$ 1,371,531.08
3/1/2024		\$ 97,267.13	\$ 10,739.09	\$ 86,528.04	\$ 1,285,003.04
9/1/2024		\$ 97,267.13	\$ 10,061.57	\$ 87,205.56	\$ 1,197,797.49
3/1/2025		\$ 97,267.13	\$ 9,378.75	\$ 87,888.38	\$ 1,109,909.11
9/1/2025		\$ 97,267.13	\$ 8,690.59	\$ 88,576.54	\$ 1,021,332.57
3/1/2026		\$ 97,267.13	\$ 7,997.03	\$ 89,270.10	\$ 932,062.48
9/1/2026		\$ 97,267.13	\$ 7,298.05	\$ 89,969.08	\$ 842,093.39
3/1/2027		\$ 97,267.13	\$ 6,593.59	\$ 90,673.54	\$ 751,419.86
9/1/2027		\$ 97,267.13	\$ 5,883.62	\$ 91,383.51	\$ 660,036.34
3/1/2028		\$ 97,267.13	\$ 5,168.08	\$ 92,099.05	\$ 567,937.30
9/1/2028		\$ 97,267.13	\$ 4,446.95	\$ 92,820.18	\$ 475,117.12
3/1/2029		\$ 97,267.13	\$ 3,720.17	\$ 93,546.96	\$ 381,570.16
9/1/2029		\$ 97,267.13	\$ 2,987.69	\$ 94,279.44	\$ 287,290.72
3/1/2030		\$ 97,267.13	\$ 2,249.49	\$ 95,017.64	\$ 192,273.08
9/1/2030		\$ 97,267.13	\$ 1,505.50	\$ 95,761.63	\$ 96,511.45
3/1/2031		\$ 97,267.13	\$ 755.68	\$ 96,511.45	\$ -
	-----	-----	-----	-----	
	\$ 1,797,683.00	\$ 1,945,342.60	\$ 147,659.60	\$ 1,797,683.00	

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of a Medical Vehicle

AMOUNT: \$250,000.00

TERM OR MATURITY DATE: 7 years

INTEREST RATE: a. 1.82%
b. 1.89%

TAX STATUS: a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified

PAYMENTS: Interest: Semi-Annual
Principal: Semi-Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Medical Vehicle purchased with the proceeds

PREPAYMENT TERMS: Prepayable in whole at any time without penalty

RATE EXPIRATION: April 19, 2021

DOCUMENTATION/ LEGAL REVIEW FEE: To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

March 5, 2021

Roland Kooch
Senior Vice President
Davenport Public Finance
Richmond, WV 23219

Dear Roland:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Sussex County, VA (“Borrower”).

PROJECT: 2021 Lease Purchase of Fire Trucks**AMOUNT:** \$1,797,683.00**TERM OR
MATURITY DATE:** 10 years**INTEREST RATE:** a. 1.82%
b. 1.92%**TAX STATUS:** a. Tax Exempt – Bank Qualified
b. Tax Exempt – Non-Bank Qualified**PAYMENTS:** Interest: Semi-Annual
Principal: Semi-Annual**INTEREST RATE
CALCULATION:** 30/360**SECURITY:** Fire Trucks purchased with the proceeds**PREPAYMENT
TERMS:** Prepayable in whole at any time with a 1% prepayment penalty. Or, non-callable for the first half of the term, then on or after that date, callable in whole at any time at par.**RATE
EXPIRATION:** April 19, 2021**DOCUMENTATION/
LEGAL REVIEW
FEE:** To be determined

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

If the Lender's standard financing contracts are not used, it will be the responsibility of the Borrower to retain and compensate bond counsel to appropriately structure and document the transaction in accordance with state and federal statutes. The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender and its counsel before closing.

REPORTING REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest bank qualified rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. The stated non-bank qualified interest rate assumes that the Borrower expects to borrow more than \$10,000,000 in the current calendar year and that the financing will qualify as tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (304) 543-0823 with your questions and comments. We look forward to hearing from you.

Sincerely,



Truist Bank

BOARD ACTION FORM

Agenda Item: Action Item #6.02

Subject: Credit Card Fee Ordinance

Board Meeting Date: March 18 2021

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Summary: Attached for your consideration is an ordinance to repeal the collection of credit card fees by amending Section 28-25 of the County Code. The Board adopted an emergency ordinance at its January 2021 meeting to suspend the collection of credit card fees for 60 days, and this ordinance makes this change permanent. This ordinance has been properly advertised to meet state requirements.

Recommendation: Adopt of ordinance to repeal the collection of credit card fees.

Attachments: (1) Ordinance

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ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

Sussex County Board of Supervisors

Ordinance to Repeal the Collection of Credit Card Fees

Ordinance No. 2021-01

Whereas, on January 21, 2021, the Board of Supervisors adopted Emergency Ordinance No. 2021-01 to suspend for 60 days the collection of credit card service fees that are authorized under Section 28-25 of the County Code of Ordinances and Section 2.2-614.1 of the Code of Virginia; and

Whereas, the Board desires to make this change permanent; and

Whereas, this Ordinance has been duly advertised as required by Section 15.2-1427 of the Code of Virginia.

Now Therefore Be It Ordained by the Sussex County Board of Supervisors that the credit card service fee is hereby repealed, and that Section 28-25 of the County Code of Ordinances is hereby amended accordingly.

This Ordinance shall become effective immediately upon adoption.

Approved this 18st day of March 2021 at a regular meeting of the Sussex County Board of Supervisors.


Chair

Attest:

Clerk to the Board

Ads	Classified Display Rate	Classified Line Ads
	\$13 ⁹⁵	\$13 ⁹⁵
	<i>Per Column/Inch</i>	<i>20 words or less Over 20 words 55¢ per word</i>
\$18	BEST BUY!!	
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	<i>20 words or less Over 20 words 55¢ per word</i>	
	The Dinwiddie Monitor, The Prince George Journal, The Sussex-Surry Dispatch and The Independent Messenger (\$un. & Wed.), Free website listing.	

MasterCard or American Express) and will be placed in the Dinwiddie Monitor, spatch. Call our main office today at 434-634-4153.

BOARD the 2021- h 4, 2021 e Office	Public Notice	 EQUAL HOUSING OPPORTUNITY
ent e ver	PUBLIC NOTICE COUNTY OF SUSSEX	All real estate advertised herein is subject to the Federal Fair Housing Act which makes it illegal to advertise any preference, limitation, or discrimination based on race, color, religion, sex, handicap, familial status or national origin, or make any such preferences, limitations or discrimination. State laws forbid discrimination in the sale, rental or advertising of real estate based on factors in addition to those protected under federal law.
	Public Notice is hereby given that the Sussex County Board of Supervisors will hold a public meeting on Thursday March 18, 2021 at 6 pm by remote (virtual) access as provided in this Notice. The purpose is to present Ordinance No. 2021-01 to Repeal the Collection of Credit Card Fees to amend Section 28-25 of the County Code of Ordinances. Emergency Ordinance No. 2021-01 was properly advertised as required by Section 15.2-1427 of the Code of Virginia and adopted by the Board at its January 21, 2021 regular Board of Supervisors meeting. Individuals interested in providing public comments or participating electronically may do so by submitting requests and/or comments to Mrs. Shilton Butts at sricks@sussexcountyva.gov , mailto:sricks@sussexcountyva.gov , or by calling (434)246-1000 by March 16, 2021 at 4:30 p.m. A copy of the Ordinance is posted on the website and in County Administration located at 20135 Princeton Road, Sussex, Virginia 23884. Authorized by Richard Douglas, County Administrator.	

Classifieds \$1395

THE SUSSEX-SURRY DISPATCH

Classified Display Rate

Classified Line Ads

\$1395

Per Column Inch

20 words or less
Over 20 words 55¢ per word

The Sussex-Surry Dispatch reserves the right to censor, reclassify, revise or reformat any advertisement at any time. Errors policy: Please read your ad carefully the first time it appears in the paper. If it needs a correction as a result of our error, please call us, and we will correct it for the next available edition. The Sussex-Surry Dispatch cannot make

For Sale

Vinyl Replacement Windows Starting at \$295* Installed w/Free Trim Wrap. Call 804-739-8207. Siding, Roofing, Gutters and More!

Service

Thinking about installing a new shower? American Standard makes it easy. FREE design consultation. Enjoy your shower again! Call 1-866-854-7620 today to see how you can save \$1,000 on installation. Or visit www.newshower.com or call 1-877-414-6687.

GENERAC Standby Up to \$16,000.00!

IBV/REF. Incon- tested. \$865x\$96. 8 quart coat. WILLIS \$195.00. No coat- appearance. Esti- mated completion time: twenty-one days. Hilton Olive- Atteney. (Fax: 767-490- 6926. See Habit Es- timate today. 15% off. Entire Business 19% Senior & Mil- itary Discounts. Call 1-877-414-6687.

PUBLIC NOTICE COUNTY OF SUSSEX

Public Notice is hereby given that the Sussex County Board of Supervisors will hold a public meeting on Thursday, March 18, 2021 at 6 pm by remote (virtual) access as provided in this Notice. The purpose is to present Ordinance No. 2021-01 to Repeal the Collection of Credit Card Fees to amend Section 28-25 of the County Code of Ordinances.

Emergency Ordinance No. 2021-01 was properly advertised as required by Section 15-2-1427 of the Code of Virginia and adopted by the Board at its January 27, 2021 regular Board of Supervisors meeting.

Individuals interested in providing public comments or participating electronically may do so by submitting requests and/or comments to Mrs. Shelton Batts at srbatts@sussexcountyva.gov, rbatts@sussexcountyva.gov, or by calling (824) 246-0000 by March 16, 2021 at 4:30 p.m.

A copy of the Ordinance is posted on the website and in County Administration located at 20135 Brimington Road, Sussex, Virginia 22684. Authorized by Richard Douglas, County Administrator.

\$18

BEST BUY!!

•4Newspapers

that 26% of the successful bid price for properties sold for more than \$1,000.00 by cash or certified check payable to David, Kamp & Frank, LLC, with the balance due in ten (10) days, also by cash or certified check to the Special Commissioner at the office of David, Kamp & Frank, LLC, 739 Thimble Shoals Blvd., Ste. 106, Newport News, VA 23606. High bids of \$3,000.00 or less, will require full payment on the date the auction closes online. All real estate shall be sold "AS IS" in gross and not by the acre, and subject to without limitation, restrictions, conditions, easements, liens or encumbrances of record. possible rights of parties in possession, encroachments, overlaps, gaps and gaps, joint demands in quantity, all questions of boundaries, location and acreage which may appear and accurate survey would disclose, roadways, environmental and wetland matters, un- recorded easements, matters which would be disclosed by an inspection of the premises, or any other matter of record or not of record. Real estate sold through the judicial sale process will be sold free of all claims of any creditor, person or entity, pursuant to Virginia Code §58.1-3967, et seq. Before the Special Commissioner delivers a special warranty deed to the successful bidder they shall report the result of the sale to the Sur- veyor, Circuit Court for confirmation. All sales shall be subject to confirmation by the Court. A complete set of terms and conditions for this auction will be posted at www.vahg.auction.com and will govern the terms of this auction.

James D. Reid, Special Commissioner

David, Kamp & Frank, LLC
739 Thimble Shoals Blvd., Suite 106
Newport News, VA 23606
jreid@davidkammfrank.com
Telephone: (757) 595-4568

BOARD ACTION FORM

Agenda Item: Action Item #6.03

Subject: Stony Creek Wastewater Treatment Plant Grant Resolution

Board Meeting Date: March 18 2021

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Summary: Attached for your consideration is a resolution providing a required local match for grant funding through the Tobacco Region Revitalization Commission for engineering evaluation and design for Stony Creek Wastewater Treatment Plant (WWTP) improvements.

John Grey with the Wooten Company, who partnered with the Berkley Group to complete an initial assessment of wastewater treatment needs in the Stony Creek area, will be available to discuss any aspects of the proposed project, which will include a preliminary engineering report, environmental assessment, bid documents, design plans and specifications, and applicable permits required for the construction phase for a new WWTP (this grant does not include any funding for construction).

The attached resolution provides the required matching funds for the \$475,000 proposed project: \$162,500 from County funds and \$75,000 from Sussex Service Authority funds (the SSA owns and operates the current WWTP).

Recommendation: Approval of the resolution supporting the grant application to the Tobacco Region Revitalization Commission and providing a \$162,500 match.

Attachment: (1) Resolution

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ACTION:

MOTION BY: _____ **SECONDED BY:** _____

<u>Member</u>	<u>Aye</u>	<u>Nay</u>	<u>Member</u>	<u>Aye</u>	<u>Nay</u>
Fly	___	___	W. Jones	___	___
Johnson	___	___	Seward	___	___
D. Jones	___	___	Tyler	___	___
			White	___	___

RESOLUTION OF SUPPORT FOR SUSSEX COUNTY GRANT APPLICATION
TO THE VIRGINIA TOBACCO REGION REVITALIZATION COMMISSION
FOR STONY CREEK WASTEWATER TREATMENT PLANT IMPROVEMENTS

WHEREAS, the wastewater treatment plant that serves Stony Creek, owned and operated by the Sussex Service Authority, is operating at permitted flow capacity using outdated technologies; and

WHEREAS, the Stony Creek community to include the town and surrounding areas along the I-95 corridor, is an extremely important area for current and potential commercial and industrial development in Sussex County, and is vital for future economic development in the county; and

WHEREAS, a replacement of the Stony Creek WWTP is necessary to accommodate future commercial and industrial development in this area, and without improvements this area cannot accommodate any additional development activity; and

WHEREAS, the Virginia Tobacco Region Revitalization Commission is accepting grant applications from local governments for Southside Economic Development Projects, and Sussex County staff held a pre-application meeting with VTRRC staff to discuss the viability of a project to provide for engineering evaluation and design of Stony Creek WWTP improvements, which will include a preliminary engineering report, environmental assessment, bid documents, design plans and specifications, and applicable permits, and provide for a bid-ready construction project.

NOW THEREFORE BE IT RESOLVED that the Sussex County Board of Supervisors does hereby authorize and approve the submission of a Southside Economic Development application for the engineering evaluation and design for Stony Creek WWTP Improvements; and

BE IT FURTHER RESOLVED that the Sussex County Administrator is hereby authorized and directed, upon review, to sign and submit the grant application for the Stony Creek WWTP project; and

BE IT FINALLY RESOLVED that the Sussex County Board of Supervisors commits up to \$162,500 in county funds, to be supplemented by \$75,000 from the Sussex Service Authority, as the required local match for this grant application.