



Sussex County Board of Supervisors Meeting
Thursday, July 21, 2016 – 7pm
General District Courtroom – Sussex Judicial Center
15098 Courthouse Road, Sussex VA 23884

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 Minutes of June 16 & 27, 2016 Meetings
 - 2.02 Approval of Warrants and Vouchers
 - 2.03 Request to Restore Funds – Sheriff’s Department, \$350.00
 - 2.04 Request to Restore Funds – Sheriff’s Department, \$3,191.15
 - 2.05 Request to Restore Funds – Sheriff’s Department, \$2,975.70
 - 2.06 Approval to Accept and Appropriate Department of Criminal Justice Funds
School Resource Officer Grant Program, \$32,595 State Funds, \$17,405 Local
-

3. Recognitions/Awards

- 3.01 Introduction of Sussex County 4-H Agent, James Mason
-

4. Public Hearings

- 4.01 Conditional Use Permit #2015-02, Verizon Wireless, applicant
Public Comment
Board Comment
 - 4.02 Conditional Use Permit Application #2016-02, Christopher Harrison, applicant
Public Comment
Board Comment
 - 4.03 Comprehensive Plan Amendment #2016-01, Revisions to Chapter IX (Land Use
Development) and Chapter X (Plan for the Future)
Public Comment
Board Comment
 - 4.04 Return to Open Session
 - 4.05 Action on Public Hearing Items
-

5. Appointments

- 5.01 Appointment to Building Code Appeals Board
 - 5.02 Appointment to Industrial Development Authority Board of Directors
-

6. Action Items

- 6.01 Board's 2016 Priorities Update
 - 6.02 Town of Waverly – 5th Annual Night Out Celebration
 - 6.03 Airfield 4-H Center “Boo-Grass” Festival
 - 6.04 VHDA Memorandum of Understanding
 - 6.05 General Reassessment Services
 - 6.06 Approval of Workers’ Compensation Panel of Physicians
 - 6.07 Virginia’s Gateway Region Request for Letter of Confirmation
 - 6.08 FOIA – Rights and Responsibilities/FOIA Officer
 - 6.09 Radio System Contingency
 - 6.10 Courthouse Fire Department Funding
 - 6.11 Bid Results – Modular Buildings
 - 6.12 Annual VACo Conference – Nov 13-15, 2016, Bath County
-

7. Reports of Departments/Agencies

- 7.01 Blackwater Regional Library Report, by Jenny Bailey, Library Director
 - 7.02 Virginia Housing Development Authority, Sharon Fairburn, HCV Director
 - 7.03 Atlantic Waste Disposal, Jason Williams, Senior District Manager
 - 7.04 Animal Services/Public Safety, Eddie T. Vick (for information only)
 - 7.05 Treasurer’s Report, Onnie L. Woodruff, Treasurer
 - 7.06 Environmental Inspections, Matthew Venable, Director of Environmental Inspections
 - 7.07 Planning and Community Development (for information only)
-

8. Citizens' Comments (9:00pm) 2 Minutes

9. Unfinished Business

10. New Business

- 10.01 Meals Tax Discussion
 - 10.02 Authorization to Advertise RFP for Emergency Medical Services
 - 10.03 Reconsideration of Tax Rate Ordinance
 - 10.04 Planning Commission Membership
-

11. Board Members Comments

- 11.01 Blackwater District
 - 11.02 Courthouse District
 - 11.03 Henry District
 - 11.04 Stony Creek District
 - 11.05 Wakefield District
 - 11.06 Waverly District
-

12. Closed Session

- 12.01 Convene into Closed Session for Personnel Matters, Resignation of public employee, applicable Code Section 2.2-3711(A)(1)
 - 12.02 Reconvene to Open Session
 - 12.03 Certification
 - 12.04 Action Resulting from Closed Session (if any)
-

13. Adjournment

- 13.01 Recess/Adjournment
- 13.02 Next regular meeting: Thursday, August 18, 2016, 7pm

**At a Regular Meeting of the Sussex County Board of Supervisors
Held in the General District Courtroom on
Thursday, June 16, 2016 at 7 pm**

BOARD MEMBERS PRESENT

Keith C. Blowe
C. Eric Fly, Sr.
Alfred G. Futrell
Susan B. Seward
John A. Stringfield
Rufus E. Tyler, Sr.

STAFF PRESENT:

Deborah A. Davis, County Administrator
Vandy V. Jones, III, Deputy County Administrator
Mark Flynn, County Attorney
Marycarol White, Financial Consultant
Raymond R. Bell, Sheriff
Ellen G. Boone, Commissioner of the Revenue
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board
Deste J. Cox, Deputy Treasurer
Chequila H. Fields, Director of Social Services
Ernest Giles, Captain
William Jenkins, General Registrar
Antionette Morris, Victim Witness Director
Lyndia P. Ramsey, Commonwealth's Attorney
Matthew Venable, Director of Environmental Inspections
Eddie T. Vick, Public Safety Coordinator
Onnie L. Woodruff, Treasurer

1. Commencement

1.01 Call to Order/Determine Quorum

The June 16, 2016 meeting of the Sussex County Board of Supervisors was called to order by Chairman Blowe.

1.02 The Invocation

The Invocation was offered by Supervisor Fly.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

Vice Chair Seward requested to add under Closed Session as Number 12.02 Discussion of Atlantic Waste Disposal, applicable code 2.2-3711(A)(7).

Supervisor Fly requested to add under Action Items as Number 6.06 Aide to Localities.

Staff requested the following amendments to the agenda:

Under Number 4 Public Hearing, Number 4.02 Budget Ending Fiscal Year June 30, 2017 should be listed as 4.01; and Number 4.01 Ordinance to Impose Tax Levies for Calendar Year 2016 should be listed as Number 4.02.

Under Number 6 Actions Items add as 6.07 Amendment to an Easement for Prince George Electric Cooperative.

Under Number 7 Reports of Departments/Agencies delete Number 7.07 delete Dr. Mary Wilson, Board Member, John Tyler Community College Board.

Under Number 10 New Business, delete Number 10.01 Town of Waverly's Water

1.05 Approval of Regular Agenda

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the June 16, 2016 regular agenda, inclusive of (1) adding under Closed Session as Number 12.02 Discussion of Atlantic Waste Disposal, applicable code 2.2-3711(A)(7); (2) add under Action Items as Number 6.06 Aide to Localities; (3) listing Public Hearing, Number 4.02 Budget Ending Fiscal Year June 30, 2017 as 4.01; (4) listing Number 4.01 Ordinance to Impose Tax Levies for Calendar Year 2016 as Number 4.02; (5) adding under Action Items Number 6.07 Amendment to an Easement for Prince George Electric Cooperative; (6) deleting Reports of Departments/Agencies, Number 7.07 Dr. Mary Wilson, Board Member, John Tyler Community College Board; and (7) deleting under New Business, Number 10.01 Town of Waverly's Water.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

2. Approval of Consent Agenda

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the consent agenda inclusive of the following: (a) Minutes of May 16, May 19, and May 24, 2016 meetings; (b) Approval of Warrants and Vouchers; and (c) Approval of Restoration of Funds, Sheriff's Department - \$5,262.33; (d) Approval of Restoration of Funds, Fire & Rescue - \$6,208.71; and (e) Accept and Appropriate Department of Criminal Justice Grant Funds - \$8,535.00.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

3. Recognitions/Awards

3.01 Recognition of the Late Walter T. Gay, Sr.

County Administrator Davis stated that at its May 19, 2016 meeting, the Board adopted the resolution in recognition of the Late Walter T. Gay, Sr.

County Administrator Davis read the resolution aloud. Chairman Blowe and Vice Chair Seward presented the resolutions in recognition to the sons of the Late Walter T. Gay, Sr., Walter T., Jr. and William Gay.

The resolution in recognition of the Late Walter T. Gay, Sr. has been placed, recorded and retained in the May 19, 2016 minutes book of Sussex County.

4. Public Hearing

4.01 Budget Ending Fiscal Year June 30, 2017

Ms. Carol White, Financial Consultant, gave a brief overview of the budget. Ms. White stated that the public hearing for the budget for Fiscal Year 2017 is to give citizens an opportunity to comment. She stated the grand total of the budget advertised including the School Board's budget is \$34,712,259.00 which is an increase of \$525,394.00. Ms. White also stated that the School Board's state and federal funds increased by the amount of \$452,048.00; however, the School Board asked for level funding.

Ms. White also stated that this budget includes the four cents (4¢) real estate tax increase,

Public Comments

Comments were heard from the following:

- Larry Diehl (Waverly District)

Mr. Diehl stated for the record that unfortunately since the landfill has been the primary source of income that the County has a capital that never increases its maximum income to balance the budget. Mr. Diehl stated that the reason there is such a struggle is because the County's been so dependent on one source as opposed to phasing the landfill out. Mr. Diehl stated that he knows the landfill can't be just shut down; however, there has to be a plan to get the environment situation straight so that the County can attract more businesses which in five years from now, will give the County a diverse, higher income. Mr. Diehl wanted to make it clear on that the record that the problem mainly is because the dependency on income from Atlantic Waste. He stated that it's not good. He's never seen any other County budgets. Mr. Diehl stated that he's done budgets for different entities. Mr. Diehl stated that he was not criticizing.

- Kevin Bracy (Courthouse District)
- Anne Joyner (Wakefield District)

Board Comments

Comments were heard from Supervisors Seward, Fly and Blowe.

4.02 Ordinance to Impose Tax Levies for Calendar Year 2016

Ms. White gave a brief overview to make clear what the County is proposing as far as tax rates. For real estate which includes individual real estate, personal corporation real estate and mobile homes, staff is recommending that real estate tax rate be increased from fifty-four cents (54¢) per \$100 of assessed value to fifty-eight cents (58¢) per \$100 of assessed value. Staff is proposing that all other rates remain the same.

Public Comments were heard from the following:

Larry Diehl (Waverly District)
Dave Root (Blackwater District)
Janette Greene (Courthouse District)
Rev. Connie Gibbs (Waverly District)
Frank Irving (Waverly District)
Chester Carter (Stony Creek District)
Otto Wachsmann (Stony Creek District)
Kevin Bracy (Courthouse District)
John Sutton (Courthouse District)

Board Comments were heard from the following:

Supervisor Fly (Courthouse District)
Supervisor Seward (Blackwater District)
Supervisor Stringfield (Wakefield District)
Supervisor Futrell (Waverly District)
Supervisor Tyler (Henry District)
Supervisor Blowe (Stony Creek District)

4.03 Return to Open Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

5. Appointments

5.01 Appointment to Social Services Administrative Board

County Administrator Davis reported that Anne Giles has relocated and is no longer in the Waverly District. She has resigned from the Department of Social Services Board which has created a vacancy. An appointment is required to fill her unexpired term ending June 30, 2019.

Supervisor Futrell has communicated with Ms. Evelyn Giles, Post Office Box 475, 228 Butler Street, Waverly, VA 23890. She has agreed to serve, if appointed.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby appoints Ms. Evelyn Giles, Post Office Box 475, 228 Butler Street, Waverly, VA 23890 to the Department of Social Services Administrative Board for a term to expire June 30, 2019.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

County Administrator Davis reported that Ms. Gayle Bain, 35096 Old Wakefield Road, Waverly, VA 23890, is a current member of the Social Services Administrative Board. Ms. Bain term will expire June 30, 2016 and is eligible for reappointment. She has agreed to serve, if reappointed.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR STRINGFIELD and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Ms. Gayle Bain, 35096 Old Wakefield Road, Waverly, VA 23890, to the Social Services Administrative Board, with a term expiring June 30, 2020.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

County Administrator Davis reported that Mr. Norfleet Givens, 28183 Proctor Road, Emporia, VA 23847, is a current member of the Social Services Administrative Board. Mr. Givens term will expire June 30, 2016 and is eligible for reappointment. He has agreed to serve, if reappointed.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby reappoints Mr. Norfleet Givens, 28183 Proctor Road, Emporia, VA 23847, to the Social Services Administrative Board with a term expiring June 30, 2020.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

5.02 Appointment to Industrial Development Authority (IDA) Board of Directors

County Administrator Davis stated that at the last Board meeting, staff informed the Board that an appointment was needed to replace the vacancy created by Mr. Bruce Spencer's decision to no longer serve. Mr. Spencer's term will expire May 15, 2017.

County Administrator Davis stated that staff has also been notified that Mr. Martin F. Harrell, Sr. and Mr. Edmond Curley do not wish to be reappointed to the IDA Board of Directors. Both Mr. Harrell's and Mr. Curley's term expired May 15, 2016.

County Administrator Davis also advised that appointments to the IDA Board are not district specific; and, the Board meets as needed. However, staff has been contacted by McGuire Woods Law Firm stating that they may be submitting a bond application in the next few months.

A copy of the current IDA Board roster was included in the Board packet.

Supervisor Futrell suggested Mr. Chester Carter. Supervisor Futrell has spoken with Mr. Carter. He has agreed to serve, if appointed.

Supervisor Tyler suggested Mr. Charles Ross. Supervisor Tyler has spoken with Mr. Ross. He has agreed to serve, if appointed.

The Board is to recommend a nomination for the other vacancy at the regular Board of Supervisors meeting on July 21, 2016.

ON MOTION OF SUPERVISOR FUTRELL, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby appoints Messrs. Chester and Charles Ross to the Industrial Development Authority Board of Directors, both with terms expiring May 15, 2020.

6. Action Items

6.01 Board's 2016 Priorities Update

Deputy County Administrator Jones gave a brief overview of the monthly update of Board's 2016 Priorities adopted earlier in the year.

Under Economic Development, Deputy County Administrator Jones reported that the County Newsletter was updated from ongoing status to complete status. The newsletter will be issued periodically. Deputy County Administrator Jones also stated that one of the ongoing items, "Shovel Ready Site" (Cabin Point Road site), will be taken into consideration at the current Board meeting. The other items are ongoing.

Under Broadband, Deputy County Administrator Jones wanted to note that regarding "County Cell Coverage", Verizon had previously withdrawn/postponed their application. However, Verizon has been in contact with the Community Development Department regarding new cell tower on property owned by Dr. Cupp. This item will be on the July 21, 2016 Board of Supervisors agenda. The other items are ongoing.

Under Strategic Plan, Deputy County Administrator Jones reported that a planning session had been scheduled for June; however, it has been rescheduled for October 2016 to discuss strategic planning. The other items are ongoing.

Under FY 2017 Budget, Deputy County Administrator Jones stated that he reported at May 19, 2016 meeting that the Board packet was on the County website. He reported that the June 16, 2016 Board packet was on the County website as well. From this point forward the Board packets will be placed on the County's website under the Agenda, Minutes and Board packet. Deputy County Administrator Jones also stated that staff is working toward Planning Commission packets on the website as well. The other items are ongoing.

6.02 Authorization of Voting Credentials for NACo Conference

County Administrator Davis stated that the County has two (2) Board members who will be attending the NACo Conference. She stated that in order to participate, a county must have paid their membership dues and have a paid registrant for the conference, Each county with registrants to attend the conference needs to name a voting delegate and an alternate to be authorized to pick up the County's voting materials while at the NACo conference.

ON MOTION OF SUPERVISOR STRINGFIELD, seconded by SUPERVISOR TYLER and carried: RESOLVED that the Sussex County Board of Supervisors hereby name Supervisor Tyler as the voting delegate authorized to pick up the County's voting materials while at the NACo Conference.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby name Supervisor Stringfield as the alternate voting delegate authorized to pick up the County's voting materials while at the NACo Conference.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none.

6.03 2016 VACo County Officials' Summit

County Administrator Davis stated that the VACo County Officials' Summit is scheduled for August 18-19, 2016 at Four Points by Sheraton in Richmond. She reported that the cost to attend will be \$40.00 per person. Any Board members who would like to attend the Summit should notify Ms. Shilton Ricks-Butts by August 1, 2016.

6.04 Contract Award Recommendation: Cabin Point Road Industrial Park Water & Sewer Extension

County Administrator Davis reported that bids for the Cabin Point Water and Sewer Project were received and opened on May 10, 2016. The apparent low bidder was Perkinson Construction, LLC. All information submitted has been reviewed and references has been checked. The engineered cost estimate for the project was \$580,146.00. The bid recommended for acceptance is \$219,552.24 lower than expected, thereby reducing the

County's local match requirement from \$290,073.00 to \$180,296.88 (a reduction of \$109,776.12).

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts the bid submitted by Perkinson Construction, LLC and enter into a contract in the amount of \$360,593.76, which includes the required local match of \$180,296.88.

Voting aye: Supervisors Blowe, Futrell, Stringfield, Tyler

Voting nay: Supervisors Fly, Seward

6.05 Crown Castle Amendments to Tower Lease (2)

County Administrator Davis stated that there are two (2) amendments from Crown Castle (1) First Amendment to Tower Lease, Stony Creek Site, located at 12496 Sussex Drive, Stony Creek; and (2) First Amendment to Collocation Sublease Agreement, Peebles Property located at 7274 Beaver Dam Road, Waverly.

County Administrator Davis stated that the County's Attorneys have reviewed the documents, asked that some minor modifications be made. Those modifications were made. The County's Attorneys have approved the documents for the County Administrator's signature.

A copy of the First Amendment to Tower Lease and the First Amendment to Collocation of Sublease Agreement are included in the June 16, 2016 Board packet.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to sign the two (2) amendments from Crown Castle (1) First Amendment Lease, Stony Creek Site, located at 12496 Sussex Drive, Stony Creek; and (2) First Amendment to Collocation Sublease Agreement, Peebles Property, located at 7274 Beaver Dam Road, Waverly.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield, Tyler

Voting nay: none

6.06 Aide to Localities

Supervisor Fly stated that it is his understanding that the County is planning to develop a new policy as it relates to Aide to Localities. Supervisor Fly stated that historically the County receives the Aide to Localities funding and distributes funding to the fire departments. Supervisor Fly stated that it has come to his attention that this policy is going to change. The County will keep all the Aide to Localities funding, make the decisions on the amount and who will receive the money, as well as make decisions on what equipment to purchase. Any equipment purchased will be owned by the County instead of the fire department. Also, there is an advisory committee created comprised of a member from each fire department. And, even though an advisory committee has been created, the Public Safety Coordinator will have the right to override the votes of the Advisory Committee.

Supervisor Fly is requesting clarification as to whether the County is adopting a new policy for Aide to Localities.

Mr. Eddie T. Vick, Public Safety Coordinator, stated the he is the policymaker. He can make changes to the policy. The policy has already been sent to the fire departments.

Chairman Blowe has asked the County staff to work with Mr. Vick, as well as the County Attorney, and meet with all the fire departments involved to review policy. As a courtesy, come back to the Board before a final decision is made and or before the new policy is enacted to make sure all questions have been answered.

This item will be placed on the July 21, 2016 Board agenda.

6.07 Amendment of Prince George Electric Easement

Mr. Matthew Venable, Director of Environmental Inspections, stated that the County Administrator previously signed an agreement for a twenty (20) feet easement to access the leachate plant at Atlantic Waste Disposal landfill. At that time, it was the assumption that the easement would be underground. Now it will be going overhead, there is a need for an additional twenty feet easement to provide the red power line service for a total of forty (40) feet easement.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Board of Supervisors hereby approves the amendment to Prince George Electric Easement to add twenty (20) feet for a total of forty (40) feet.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent during vote: Supervisor Fly

Chairman Blowe requested to schedule the next Board meeting to adopt the budget prior to citizens leaving. The next Board meeting to approve the budget was scheduled for Monday, June 27, 2016 at 7:00 p.m. at General District Courtroom.

7. Reports of Departments/Agencies

7.01 Animal Services/Public Safety Monthly Report – *included in Board packet*

7.02 Community Development Monthly Report – *included in Board packet*

7.03 Treasurer's Report – *included in Board packet*

Mr. Woodruff turned over two (2) gift certificates for a total of \$50.00 to County Administration for the infant's mother in the February 2016 tornado disaster. (These gift certificates were designated specifically for the infant's mother and family member of the victim.) Mr. Woodruff asked that a receipt be provided upon delivery of gift cards to be placed in records.

Mr. Woodruff reviewed the budget with the Board members. A copy of the report was included in the Board packet. Handouts were provided to the Board as well.

7.04. Environmental Inspections Monthly Report – *included in Board packet*

7.05 Blackwater Regional Library Report – *included in Board packet*

7.06 Atlantic Waste Disposal Update

Mr. Dontellas, Engineering Manager of Atlantic Waste Disposal, gave a brief monthly update on Atlantic Waste Disposal activities.

Mr. Dontellas stated that the current capping project which had originally been reported as thirty (30) acres, eleven (11) acres have currently been installed. The tentative completion date is mid-July for the first phase.

Phase II has been started which is another thirty-six (36) acres of woods. This project should be completed at the end of the year.

Phase III capping project which was originally thirty-four (34) acres is designed and completed. Construction will start in 2017.

Phase IV is a new project. The design is ongoing. It's approximately twenty-five (25) acres. Atlantic Waste Disposal anticipates completing this project in 2016.

Atlantic Waste Disposal has an approximate total eighty (80) to ninety (90) acres completed this year.

The current gas leak issue at the landfill continuing to improve. Atlantic Waste Disposal is planning to add a new flare.

Construction has started on the Waste Water Treat Plant. It is currently scheduled to be online in March 2017 as planned.

The Emergency Volunteer Consent Order Atlantic Waste Disposal entered into with the Department of Environmental Quality (DEQ) was lifted as of June 13, 2016. All requirements were met. Mr. Dontellas stated that AWD entered into a voluntary consent order at that time that will continue on with a few other items.

Mr. Dontellos extended another invitation to Board members to visit the landfill to see the progress of the projects.

8. Citizens' Comments (9:00 pm)

Comments were heard from:

- Larry Diehl (Waverly District)

- Whitney Walters (Volunteer-Shelter)
- Anne Joyner (Wakefield District)
- Crockett Morris (Courthouse District)
- Rufus Tyler (Henry District)

9. Unfinished Business

9.01 General Reassessment

County Administrator Davis advised that the Request for Proposals (RFP) for vendors for the general reassessment service has been advertised in the *Richmond Times Dispatch* and *Sussex & Surry Dispatch* newspapers. The advertisement has also been placed on the County and Department of General Services websites. Information was also sent to four (4) firms that were on the County's Bidders List.

County Administrator Davis stated that the deadline to submit proposals is July 8, 2016. County Administrator Davis stated upon review of the RFPs, with the assistance of Ms. Ellen Boone, the Commissioner of the Revenue, information will be shared with the Board.

A copy of the Request for Proposals Number #2016-02, General Reassessment Services is included in the June 16, 2016 Board packet.

9.02 Distribution of Tornado Disaster Relief Funds

County Administrator Davis reported that as of June 10, 2016, the total of funds received for the Disaster Relief Funds is \$46,391.62. County Administrator Davis stated that there were several organizations that have expressed interest in receiving the funds.

County Administrator Davis stated that Mr. Eddie T. Vick, Public Safety Coordinator, was communicating with an organization regarding restoration of damages from the tornado; however, there hasn't been any response received from this organization.

County Administrator Davis advised that she has received information from Virginia Association of Realtors stating that they have \$50,000.00 available to aid Virginia residents displaced by the February tornado. Information was forwarded to the Town of Waverly.

County Administrator Davis stated that the Town of Waverly requested that the Tornado Disaster Relief Funds be released to the Town of Waverly. A copy of the letter was provided to the Board members.

County Attorney Flynn updated the Board that United Methodist Committee on Relief (UMCOR) is a religious organization. Therefore, they cannot receive the funding.

By general consensus of the Board, the Distribution of Tornado Disaster Relief Funds has been added to the agenda of the Board of Supervisors meeting scheduled for Monday, June 27, 2016.

10. New Business - none

10.01 Request to Purchase Modular Unit Located at Jefferson Elementary School

Supervisor Futrell stated that the modular units located at Jefferson Elementary School has been vandalized.

Supervisor Futrell stated that a family in Dinwiddie County has contacted him and has expressed interest in purchasing one of the modular units at Jefferson Elementary School. The family would like to move the unit to Brunswick County. Supervisor Futrell that the family would pay for relocating/moving the modular unit.

County Administrator Davis advised that the modular units could not be sold directly to an individual. The County's procurement procedures will have to be followed.

County staff is to follow the procurement procedures and advise Ms. Williams.

10.02 Request for Staff to Develop Countywide Property Maintenance Code

Supervisor Futrell stated that it was brought to his attention that the Sheriff's Department and Animal Control had visited property that could have proposed an unsafe condition. Supervisor Futrell is requesting the public safety and the building department to seek and/or research the possibility of developing a Property Maintenance Code.

The county administrator and staff have been tasked with researching this matter and reporting the Board regarding developing a countywide property maintenance code.

Supervisor Tyler left at 10:32 p.m.

10.03 Place Chambliss Elementary and Jefferson Elementary Schools up for Bid

Supervisor Fly stated that Chambliss Elementary and Jefferson Elementary Schools has been returned back to the County for approximately three (3) years. These schools have been vandalized.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes county administration to move forward with the bid process to place Chambliss Elementary and Jefferson Elementary Schools up for bid which includes all the modular units and everything on property.

Vice Chair offered a secondary motion being that there has been expressed interest in purchasing the modular unit at Jefferson Elementary School.

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes

county administration to move forward with the bid process to place Chambliss Elementary School up for bid which includes all the modular units and everything on the property; and

FURTHER RESOLVED that county administration move forward with the bid process to place Jefferson Elementary School up for bid with the exclusion of the modular units that will be up for bid by separate process.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield

Voting nay: none

Absent during vote: Supervisor Tyler

10.04 Place All Lawn Care Services Currently Performed by the Building and Grounds Department

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes County Administration to place all lawn care services currently performed by Building and Grounds out for bid to determine if there are any cost savings and turn these services over to a private company.

Voting aye: Supervisors Fly, Seward, Stringfield

Voting nay: Supervisors Blowe, Futrell

Absent during vote: Supervisor Tyler

10.05 Place All Janitorial Services Currently Performed by the Building and Grounds Department

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes County Administration to place all janitorial services currently performed by Building and Grounds out for bids to determine if there any cost savings and turn these services over to a private company,

Voting aye: Supervisors Fly, Seward

Voting nay: Supervisors Blowe, Futrell, Stringfield

Absent during vote: Supervisor Tyler

Motion failed.

10.06 Develop a \$40.00 Registration Fee for Each Child Wishing to Enter into the Sussex County School System

This item was eliminated. There was no discussion.

10.07 Turn down the Current Tobacco Fund Grant in this Budget Cycle

This item has already been discussed.

10.08 Authorize County Administration to Work with Isle of Wight Forest Products Located in Wakefield to Develop a Motor Sports Park

This item was eliminated. There was no discussion.

10.09 Develop a Workout and Exercise Room on the Campus for Employees

This item was eliminated. There was no discussion.

10.10 Develop a Plan to Remove Agencies that are currently in the Waverly Office Back to the Courthouse and Sell the Waverly Building

Supervisor Fly stated that to save money, eliminate the County's Housing Office Building in Waverly and consolidate staff to the Sussex campus. Supervisor Fly stated that the County has housed Virginia Extension Services and the 4-H Cooperative Extension and share these departments with Surry County. Supervisor Fly is suggesting that Surry County house these departments and move County staff to the Sussex complex. Supervisor Fly stated Virginia Housing Development Authority (VHDA) in Richmond have indicated that they transfer Section 8 services for Emporia, Greenville, Surry and Sussex to the Franklin Housing office without decreasing any services.

Supervisor Fly offered a motion that County Administration look into closing the Waverly office and moving County employees back to the Sussex campus. After discussion, that the Waverly office is a polling place/voter precinct, Supervisor Fly withdrew his motion.

11. Board Member Comments

11.01 Blackwater District – Vice Chair Seward thanked the citizens for coming out.

11.02 Courthouse District – Comments were heard from Supervisor Fly.

11.03 Henry District – none

11.04 Stony Creek District – none

11.05 Wakefield District – none

11.06 Waverly District – Comments were heard from Supervisor Futrell.

12. Closed Session

12.01 Convene into Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for consultation of with legal Counsel pursuant to applicable Code Section 2.2-3711(A)7 regarding specific legal matter requiring legal advice by counsel regarding the Atlantic Waste Disposal landfill and action.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield
Voting nay: none
Absent during vote: Supervisor Tyler

12.02 Reconvene to Open Session

ON MOTION OF SUPERVISOR SEWARD seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby returns to Open Session.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward, Stringfield
Voting nay: none
Absent during vote: Supervisor Tyler

12.03 Certification

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves adoption of resolution for certification, to-wit:

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

WHEREAS, Section 2.2-3712 of the Code of Virginia, as amended, requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from Open Meeting requirements by Virginia law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard discussed or considered.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward
Voting nay: none
Absent during vote: Supervisors Stringfield, Tyler

12.04 Action Resulting from Closed Session

No action taken.

13. Recess/Adjournment

13.01 Recess

ON MOTION OF SUPERVISOR SEWARD, seconded by SUPERVISOR FLY and carried: RESOLVED that the June 16, 2016 meeting of the Sussex Board of Supervisors is hereby recessed at 11:47 p.m. to Monday, June 27, 2016.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward
Voting nay: none
Absent during vote: Supervisors Stringfield, Tyler

13.02 Adjournment

After discussion, the meeting could not be recessed. The June 16, 2016 meeting of the Board of Supervisors need to be adjourned.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR SEWARD and carried: RESOLVED that the June, 2016 meeting of the Sussex Board of Supervisors is hereby adjourned at 11:47 p.m.

Voting aye: Supervisors Blowe, Fly, Futrell, Seward
Voting nay: none
Absent during vote: Supervisors Stringfield, Tyler

13.02 Next Meeting

The next Board of Supervisors meeting will be Monday, June 27, 2016 at 7 p.m. in the General District Courtroom – Judicial Center located at 15098 Courthouse Road, Sussex, VA 23884.

**At a Recessed Meeting of the Board of Supervisors
Held in the General District Courtroom on
Monday, June 27, 2016 – 7 pm**

BOARD MEMBERS PRESENT

Keith C. Blowe
Alfred G. Futrell
Susan B. Seward
John A. Stringfield
Rufus E. Tyler, Sr.

BOARD MEMBER ABSENT

C. Eric Fly, Sr.

STAFF PRESENT

Deborah A. Davis, County Administrator
Vandy V. Jones, III, Deputy County Administrator
Mark Flynn, County Attorney
Marycarol White, Financial Consultant
Raymond R. Bell, Sheriff
Shilton R. Butts, Assistant to the County Administrator/Deputy Clerk to the Board
Deste J. Cox, Deputy Treasurer
Chequila H. Fields, Director of Social Services

Item 1. Call To Order/Determine Quorum

The June 27, 2016 special meeting of the Board of Supervisors was called to order by Chairman Blowe.

Item 2. The Invocation

The Invocation was offered by Supervisor Tyler.

Item 3. The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

Item 4. Adoption of Agenda

Chairman Blowe stated that the primary purpose of the meeting was for the approval of the proposed budget and proposed taxes; therefore, the agenda items were moved accordingly.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR SEWARD and carried:
RESOLVED the agenda of the June 27, 2016 Special Meeting of the Sussex County Board of Supervisors is hereby approved

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

Item 5. Adoption and Appropriation of Budget for Fiscal Year 2017

Supervisor Tyler made a disclosure regarding the Certification for transaction on the budget item on the agenda tonight as the Director of the Improvement Association, one of the several charitable entities that receive funding from the County. Pursuant to Virginia Code Sections 2.2-3112(A)(2) and 2.2-3115(H), Supervisor Tyler certifies that he was able to participate in the transaction fairly, objectively, and in the public interest.

Supervisor Seward had concerns regarding Outside Agency funding for Legal Aid (\$1,049.00). County Administrator Davis spoke with Improvement Association staff. Legal Aid's Regional Office was located in Emporia; however, it closed several years ago. Legal Aid had a satellite office of the Improvement Association office. Due to limited participation of any clientele, Legal Aid ceased operation at the Improvement Association office.

It was discussed that no requests have been made.

ON MOTION OF SUPERVISOR BLOWE, seconded by SUPERVISOR TYLER and carried the following ordinance was adopted:

AN ORDINANCE TO APPROVE THE BUDGETS AND APPROPRIATE FUNDS FOR THE COUNTY OF SUSSEX AND THE SUSSEX COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017

WHEREAS, the County Administrator has submitted to the Sussex County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2016 and ending July 1, 2017, which has been reviewed by the Board of Supervisors; and

WHEREAS, the Board has duly advertised and held a public hearing on the proposed budget for the fiscal year beginning July 1, 2016 and ending July 1, 2017; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and

WHEREAS, the Board of Supervisors, in exercising its independent judgement and in concert with the Sussex County School Board, has considered the school's annual operating budget; and

WHEREAS, after considering availability of local funds, approval of the Sussex County School Board's fiscal year 2017 educational budget is based upon funding from the federal government in the amount of \$2,200,212; from the state government in the amount of \$7,786,141; from the local appropriations in the amount of \$7,994,170; and other local revenues in the amount of \$391,975;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 27th day of June, 2016, that the fiscal year 2017 annual budget of the Sussex County School Division for school operations in the amount of \$17,450,418 be, and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT FURTHER ORDAINED that the annual budget in the sum of \$922,110 for fiscal year 2017 be, and is hereby, approved for the operation of food service programs for purposes authorized and approved by the Sussex County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER ORDAINED that the fiscal year 2017 annual budget for the County of Sussex be, and is hereby, adopted as proposed on this date.

BE IT STILL FURTHER ORDAINED that the following annual appropriations for fiscal year 2017 be, and are hereby made in the General fund for the following functions:

Function	Amount
General Government	1674502
Judicial Administration	921935
Fire, Rescue & Emergency Services	1393895
Sheriff's Operations & Jail	4154533
Public Works	1008122
Health & Welfare	891711
Education	7999170
Parks, Recreation & Cultural	185985
Planning & Community Development	622565
Debt Service	2048710
Non-Departmental & Fund Transfers	774430
Total General Fund	21675558

BE IT STILL FURTHER ORDAINED that the \$7,994,170 appropriated above from the General Fund for Education, includes \$7,959,170 for the local contribution to the School Division for support of the School operating budget and, is appropriated as a non-categorical appropriation to be allocated among the various operating categories as the School Board deems necessary and the remaining \$35,000 is appropriated as the County's share of IT salary expenses and \$5,000 is appropriated for contributions to outside educational institutions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$2,099,652 for fiscal year 2017 be, and is hereby, made in the Social Services Fund for the operations of the Sussex Department of Social Services.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the Social Services Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$725,000 for fiscal year 2017 be, and is hereby, made in the CSA Fund to carry out the mandates of the Comprehensive Services Act.

BE IT STILL FURTHER ORDAINED that the annual appropriation of the CSA Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions

become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$193,000 for fiscal year 2017 be, and is hereby, made in the Capital Projects Fund.

BE IT STILL FURTHER ORDAINED that the annual appropriation in the sum of \$580,000 for fiscal year 2017 be, and is hereby, made in the Cabin Point Park Fund.

BE IT STILL FURTHER ORDAINED that, upon receiving notice of grant or program opportunities offered by various federal, state, local and other outside organizations, the County Administrator or her designee be, and is hereby designated as the agent to execute the necessary grant or program application and other documentation, unless the terms of the grant or program require specific actions by the Board, to give such assurances as may be required by the agreement subject to approval as to form by the County Attorney and to provide such additional information as may be required by the awarding organization.

BE IT STILL FURTHER ORDAINED that interest earned on grant and program awards received from federal, state, local and other outside organizations be, and is hereby, appropriated to the appropriate functional area to be expended in accordance with the guidelines as established by the organizations.

BE IT STILL FURTHER ORDAINED that additional funds received for various County programs, including contributions and donations, be, and are hereby, appropriated for the purposes established by each program.

BE IT STILL FURTHER ORDAINED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$30,000 per incident be, and are hereby, appropriated under this program for the appropriate functional area.

BE IT STILL FURTHER ORDAINED that funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events not to exceed \$30,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER ORDAINED that upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Court, Treasurer and Commissioner of the Revenue) be, and are hereby, appropriated in the General fund to be expended in accordance with guidelines as established by the state government.

BE IT STILL FURTHER ORDAINED that the monies be, and are hereby, appropriated for fiscal year 2017 in the various funds for the purpose of liquidating encumbered purchase transactions as of June 30, 2016 not to exceed the Reserves for Encumbrances as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER ORDAINED that the monies be, and are hereby, appropriated for fiscal year 2017 in the various funds for the purpose of continuing capital and special projects as of June 30, 2016 not to exceed the Designation of Subsequent Year's Expenditures as recorded

in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

Item 6. Laying of Levy for Calendar Year 2016

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR STRINGFIELD and carried: the following ordinance was adopted:

AN ORDINANCE TO IMPOSE TAX LEVIES UPON TANGIBLE PERSONAL PROPERTY, UPON MACHINERY AND TOOLS, UPON MERCHANT'S CAPITAL, UPON FIRE & RESCUE, UPON MOBILE HOMES, AND UPON REAL ESTATE FOR THE CALENDAR YEAR 2016

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for the County of Sussex for calendar year beginning January 1, 2016 and ending December 31, 2016; and

WHEREAS, the Board has duly advertised and held a public hearing on the subject of tax levies;

NOW, THEREFORE, BE IT ORDAINED by the Sussex County Board of Supervisors this 27th day of June, 2016, that the following County tax levies be, and they hereby are, imposed for the calendar year 2016:

<u>Class of Property</u>	<u>Rate Per \$100 of Assessed Valuation</u>
Real Estate (including Public Service Corporations)	\$0.58
Mobile Homes	\$0.58
Machinery & Tools	\$2.43
Merchant's Capital	\$1.00
Fire & Rescue	\$2.43
Tangible Personal Property (including Public Service Corporations)	\$4.85

Voting aye: Supervisors Blowe, Stringfield, Tyler

Voting nay: Futrell, Seward

Absent: Supervisor Fly

Item 7. Distribution of the Tornado Disaster Relief Funds -\$46,391.62

County Administrator Davis stated that at a previous Board meeting, Mission Ministries was introduced to the Board as a possible venue to distribute the Tornado Disaster Relief Funds.

Mission Ministries provided information to staff as requested; the information was shared with the County Attorney.

County Administrator Davis also advised that the Treasurer's Office provided an update that the current balance is now \$46,416.62.

County Administrator Davis stated that information had been received from the Virginia Department of Emergency Management that they have a disaster relief program already in place. VDEM is willing to work with an organization if they so choose.

County Attorney Flynn stated that in regards to 501(C)3, the County has the authority to give contributions to a charitable entity that provides services in the locality. However, the County cannot give money to a charitable entity that is controlled by a sectarian society or by a church.

County Attorney Flynn confirmed that Mission Ministries is recognized as a 501(C)3 and is a Virginia corporation. In reviewing the bylaws of Mission Ministries, it shows no affiliation with a church. There was no indication that Mission Ministries was controlled by a church; therefore, Mission Ministries is eligible as a recipient for the funding from the County.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby award the Tornado Disaster Relief Funds in the amount of \$46,416.62 to Mission Ministries, Waverly, VA; and

FURTHER RESOLVED that Mission Ministries provide periodic reports to county administration include name of the individual assisted and the amount.

After further discussions regarding noting that funds to be used for citizens in Waverly and the receipt of additional funding, the motion was amended.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that the Sussex County Board of Supervisors hereby award the Tornado Disaster Relief Funds in the amount of \$46,416.62 to Mission Ministries, Waverly, VA as well as additional funding received for the Tornado Disaster Relief Fund; and

WHEREAS Mission Ministries is to provide periodic reports to county administration to show accountability to include name of the individual assisted and the amount of funds used to assist the individual; and,

FURTHER RESOLVED that a Memorandum of Understanding or Agreement is developed to limit the use of the Tornado Disaster Relief Funds for citizens of Waverly.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

Item 8. Radio System Contingency (7:49)

Deputy County Administrator Jones provided a brief information update on the Radio System Contingency on actions required later in the new fiscal year. Deputy County Administrator Jones

stated that County has undertaken an upgrade of the County's radio system of the emergency communications.

Deputy County Administrator Jones stated that as the County is nearing the end of the project, the equipment has been received. In nearing the end of the project which is estimated to be by the end of the calendar year, costs are more definitive. Deputy County Administrator Jones stated according to documentation and speaking with former employees that were previously working on the project, there had been a recommendation from the Finance Director for funding to complete this project would be \$2.8 million allocation which would bring the total funding for this project to \$4.8 million. However, the funding that was adopted by the Board at that time was \$2.4 million, not \$2.8 million. Deputy County Administrator stated that according to his research, it appears the \$400,000.00 difference came from the contingency of \$400,000.00 that Mr. Eddie Vick, the Public Safety Coordinator, had placed in the contingency for the entire project. The County had a received a contract from Harris with specific numbers. Deputy County Administrator Jones stated that in conversations, the allocation was made closest to the contract amount versus what was in the contingency. Reason being, the County would work to the amount adopted by the Board versus the contract amount.

Deputy County Administrator Jones stated it is estimated that the amount of funding that will be needed will be between \$250,000.00 to \$300,000.00 difference that will be required to finish the project. He advised that if this is the case, County Administration will be coming back to the Board in the new fiscal year to request the allocation in the difference of this project.

This item will be added to the July 21, 2016 Board of Supervisors Regular Meeting agenda.

Item 9. Citizens' Comments

Comments were heard from:

Rev. Connie Gibbs Morris (Mission Ministries – Waverly, VA)
Bill Collins (Courthouse District)
Darren W. Clark (Medical Transport, LLC – Operations Manager)

Item 10. Adjournment

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR FUTRELL and carried: RESOLVED that June 27, 2016 Special Meeting of the Sussex County Board of Supervisors is hereby adjourned at 8:00 p.m.

Voting aye: Supervisors Blowe, Futrell, Seward, Stringfield, Tyler

Voting nay: none

Absent: Supervisor Fly

July 21, 2016

WARRANTS & VOUCHERS SUMMARY

TOTAL ALL WARRANTS FOR APPROVAL \$629,613.84

TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00

ACCOUNTS PAYABLE WARRANTS:	CHECK NO.	AMOUNTS	PROCESS DATE
FOR MONTH OF JUNE 2016	204205-204249	\$ 162,208.76	RUN DATE 6/03/16
	204250-204293	\$ 33,452.51	RUN DATE 6/10/16
	204307-204311	\$ 180.00	RUN DATE 6/15/16
	204312-204358	\$ 81,482.55	RUN DATE 6/17/16
	204359-204388	\$ 900.00	RUN DATE 6/24/16
	204389-204408	\$ 1,560.00	RUN DATE 6/24/16
	204409-204505	\$ 73,519.96	RUN DATE 6/24/16
	204519-204595	\$ 176,131.36	RUN DATE 6/30/16

Total Regular Warrants \$529,435.14

PAY. DEDUCTION WARRANTS:	204294-204306	\$ 50,098.66	RUN DATE 6/16/16
	204506-204518	\$ 50,080.04	RUN DATE 6/30/16

Total Deduction Warrants: \$100,178.70

TOTAL VOUCHERS & WARRANTS FOR APPROVAL \$629,613.84

VOID CHECKS See attached \$ -

ACCOUNTS PAYABLE CHECKS

\$

100 DOLLARS



Security features
included.
Details on back.

P.O. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACH ACTUAL	TIME	ACCOUNT NO.	REF AMOUNT	CHECK NO.	ACH PAY	ACH PAY TOTAL	CPA PAY TOTAL	BATCH INV. DESCRIPTION
00000	000342 AGRI-VA, INC	462679	5/26/2016	ACH PRT TOTAL	4100	021200-154-221-210	59.00	204206	59.00	204206	0.00	Equipment Lease/Purchase ACCT# 60146
00000	000233 ALL SEASONS TERRITRE &	37993	5/25/2016	ACH PRT TOTAL	4100	051500-1272-551-510	.00	204206	.00	204206	0.00	Building Maintenance & Repair ACCT# 10138
00000	001298 B&B AUTO REPAIR & TOWING	BB 052516	5/25/2016	ACH PRT TOTAL	4100	021200-1255-221-210	220.00	204207	220.00	204207	0.00	Vehicle Maintenance & Repair ACCT# 10138
00000	000654 BAL ACCOUNTING USER GROUP	FY16/17 DUES	5/12/2016	ACH PRT TOTAL	4100	021100-1201-111-210	500.00	204208	500.00	204208	0.00	Organization Membership ACCT# 50000
00000	000728 CARQUEST OF WAKEFIELD	5484-95653	5/10/2016	ACH PRT TOTAL	4100	051100-1255-512-510	5.59	204209	5.59	204209	0.00	Vehicle Maintenance & Repair ACCT# 50001
00000	001485 CENTRAL AGRIBUSINESS	JPB217	5/25/2016	ACH PRT TOTAL	4100	051500-1246-551-510	84.20	204210	84.20	204210	0.00	Food Supplies ACCT# 01383
00000	000195 CHAPPELL, SUSAN	SC 054116	5/31/2016	ACH PRT TOTAL	4100	051500-1207-551-510	62.65	204211	62.65	204211	0.00	Mileage-Training/Conferences ACCT# 01383
00000	000024 CRATEP YOUTH CARE	1677	5/12/2016	ACH PRT TOTAL	4100	051500-1226-551-510	3,125.08	204212	3,125.08	204212	0.00	Other Professional Services ACCT# 01383
00000	000871 CREYENTAL SHERIFFS	10726073	5/21/2016	ACH PRT TOTAL	4100	021200-1277-551-510	44.00	204213	44.00	204213	0.00	Water Services ACCT# 01383
00000	000871	12841556	5/19/2016	ACH PRT TOTAL	4100	051400-1277-551-510	151.93	204213	151.93	204213	0.00	Food Supplies ACCT# 01383
00000	000871	1351524	5/05/2016	ACH PRT TOTAL	4100	051100-1277-512-510	69.70	204213	69.70	204213	0.00	Water Services ACCT# 01383
00000	000868 DASH METHEROP	8105453	5/18/2016	ACH PRT TOTAL	4100	051000-1244-551-510	53.00	204214	53.00	204214	0.00	Telecommunications ACCT# 82557070R1054533
00000	000902 DOC FARMER'S MARKET	MKT35220	5/24/2016	ACH PRT TOTAL	4100	051500-1246-551-510	211.40	204215	211.40	204215	0.00	Food Supplies ACCT# 01383
00000	000084 DOMINION VIRGINIA POWER	9447701492	5/25/2016	ACH PRT TOTAL	4100	021200-1276-522-210	6.59	204216	6.59	204216	0.00	Electric ACCT# 01383
00000	001451 FLOWERS FIELDS	97306793	5/16/2016	ACH PRT TOTAL	4100	051500-1246-551-510	86.40	204217	86.40	204217	0.00	Food Supplies ACCT# 01383
00000	001527 FORD HOTTOP CREDIT CO. LLC	1267280	5/27/2016	ACH PRT TOTAL	4100	041000-0011	104,983.10	204218	104,983.10	204218	0.00	Sheriff Patrol Vehicle ACCT# 01383
00000	000152 GALLUS, LLC	005394507	5/19/2016	ACH PRT TOTAL	4100	051500-1244-551-510	6.00	204219	6.00	204219	0.00	Uniform Services ACCT# 01383
00000	000258 GEORGE COX & SONS	7967	5/19/2016	ACH PRT TOTAL	4100	021200-1272-221-210	915.72	204220	915.72	204220	0.00	Building Maintenance & Repair ACCT# 01383

P U	VEHNDP	VEHNDP	INVOICE	A/P	ACCOUNT	NET	CHECK	ACH	BATCH
NO.	NO.	NAME	NO.	DATE	NO.	AMOUNT	NO.	PMT	NO.
NO.	NO.			DATE					NO.
00000	000879	WOMACK PUBLISHING CO	88514	4/06/2016	4100-021100-1252-211-210	229.58	204245		01383
00000	000879		88515	4/06/2016	4100-021100-1252-211-210	163.80	204245		01383
		DISC. TOTAL			00 CPA PMT TOTAL	00		TOTAL	
						193.38			
00000	001588	WOOD FUEL DEVELOPERS LLC	3335	6/06/2016	4100-021600-1242-203-210	193.50	204246		01383
		DISC. TOTAL			00 CPA PMT TOTAL	00		TOTAL	
						193.50			
00000	000950	WICHE, CRYSTAL	CW 051116 01	5/10/2016	4100-051500-1207-551-510	64.50	204247		01383
00000	000950		CW 051116 02	5/31/2016	4100-051500-1207-551-510	70.16	204247		01383
		DISC. TOTAL			00 CPA PMT TOTAL	00		TOTAL	
						134.66			
00000	000093	XEROX CORPORATION	08488288	6/02/2016	4100-021300-1252-211-210	644.07	204248		01383
00000	000093		08488289	5/02/2016	4100-021100-1252-211-210	1,304.00	204248		01383
		DISC. TOTAL			00 CPA PMT TOTAL	00		TOTAL	
						1,948.07			
00000	000832	SMITHS CLUB DIRECT	006949	5/13/2016	4100-051500-1247-551-510	49.70	204249		01383
		DISC. TOTAL			00 CPA PMT TOTAL	00		TOTAL	
						49.70			
						162,208.75			
						162,208.75			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OF PREVIOUSLY DOCUMENTED THE TOTAL 162,208.75 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE 6/22/16
 DATE 6/22/16
 DIRECTOR'S SIGNATURE
 WICHE, CRYSTAL
 WHITE L. WOODRUFF, TEXAS

P.O. NO.	VENDOR NO.	VENDOR NAME	SUSSEX COUNTY	INVOICE NO.	INVOICE DATE	INVOICE AMT	ACCT#	ACCT#	DATE	DEBIT ACCOUNT	CHEQ NO.	CHEQ AMT	ACH AMT	BATCH INV. DESCRIPTION
00000	000165			BXREPT1497	0616	5/07/2016	4100-011100-1231-111-110			Postage		65.00	204277	01384 BOX REPT 1397
00000	000165			BXREPT1499	0616	6/02/2016	4100-041100-1231-412-410			Postage		110.00	204277	01384 BOX REPT 1399
				CHECK TOTAL		200.00	ACH PRT TOTAL							
00000	999999	FOLIO				6/01/2016	4100-051100-1207-512-510			Mileage-Training/Conferences		100.00	204274	01384 ACCT# 0003452
				CHECK TOTAL		100.00	ACH PRT TOTAL							
00000	001151	SMITH & KEEFE				6/01/2016	4100-021200-1274-221-210			Building Systems Main & Repair		79.00	204279	01384 SUSSEX COUNTY
				CHECK TOTAL		79.00	ACH PRT TOTAL							
00000	000293	STONY CREEK PARTS CO				5/24/2016	4100-021200-1265-221-210			Vehicle Maintenance & Repairs		47.79	204280	01384 ACCT# 71350
00000	000293					5/26/2016	4100-021200-1265-221-210			Vehicle Maintenance & Repairs		64.37	204280	01384 ACCT# 71350
00000	000293					5/27/2016	4100-021200-1273-221-210			Building Systems Main & Repair		15.99	204280	01384 ACCT# 71350
				CHECK TOTAL		117.15	ACH PRT TOTAL							
00000	000162	SUFFOLK ENERGIES INC				5/31/2016	4100-051100-1264-512-510			Gasoline/Mileage Non Training		205.09	204281	01384 ACCT# 66740352
				CHECK TOTAL		205.09	ACH PRT TOTAL							
00000	000081	THACKER HARDWARE				5/17/2016	4100-021200-1247-221-210			Janitorial Supplies		25.99	204282	01384 ACCT# 341500
00000	000081					5/20/2016	4100-021200-1272-221-210			Building Maintenance & Repairs		5.97	204282	01384 ACCT# 341500
00000	000081					5/21/2016	4100-021200-1265-221-210			Vehicle Maintenance & Repairs		20.98	204282	01384 ACCT# 341500
00000	000081					5/26/2016	4100-021200-1274-221-210			Grounds Maintenance & Repairs		29.99	204282	01384 ACCT# 341500
				CHECK TOTAL		82.93	ACH PRT TOTAL							
00000	000318	TORH OF WAVERLY				5/31/2016	4100-021200-1277-221-210			Water Services		56.00	204284	01384 ACCT# 0866
				CHECK TOTAL		56.00	ACH PRT TOTAL							
00000	000232	TREASURER OF VIRGINIA				6/28/2016	4100-051100-1234-611-610			Telecommunications		30.30	204284	01384 ACCT# 2181000
				CHECK TOTAL		30.30	ACH PRT TOTAL							
00000	000080	CITY OFFICE PRODUCTS				1/07/2016	4100-031100-1241-111-110			Office Supplies		40.47	204285	01384 ACCT# SCR-0
00000	000080					3/15/2016	4100-031100-1241-111-110			Office Supplies		29.00	204285	01384 ACCT# SCR-0
00000	000080					4/22/2016	4100-031100-1241-111-110			Office Supplies		14.25	204285	01384 ACCT# SCR-0
00000	000080					5/25/2016	4100-021200-1241-221-210			Office Supplies		119.98	204285	01384 ACCT# SAO-0
00000	000080					5/26/2016	4100-051100-1241-512-510			Office Supplies		247.26	204285	01384 ACCT# SCSD-0
				CHECK TOTAL		451.65	ACH PRT TOTAL							
00000	000087	VAH CLEAR AUTO PARTS INC				5/11/2016	4100-051100-1242-512-510			Agricultural Supplies K 9		20.85	204286	01384 ACCT# 27431
00000	000087					5/26/2016	4100-051100-1242-512-510			Agricultural Supplies K 9		20.85	204286	01384 ACCT# 27431
00000	000087					5/02/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		42.00	204286	01384 ACCT# 27431
00000	000087					5/03/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		81.07	204286	01384 ACCT# 27431
00000	000087					5/03/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		131.95	204286	01384 ACCT# 27431
00000	000087					5/04/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		52.46	204286	01384 ACCT# 27431
00000	000087					5/10/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		122.29	204286	01384 ACCT# 27431
00000	000087					5/12/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		105.42	204286	01384 ACCT# 27431
00000	000087					5/13/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		33.00	204286	01384 ACCT# 27431
00000	000087					5/17/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		63.35	204286	01384 ACCT# 27431
00000	000087					5/17/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		75.00	204286	01384 ACCT# 27431
00000	000087					5/26/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		13.00	204286	01384 ACCT# 27431
00000	000087					5/18/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		71.77	204289	01384 ACCT# 27431
00000	000087					5/28/2016	4100-051100-1265-512-510			Vehicle Maintenance & Repairs		214.40	204286	01384 ACCT# 27431
				CHECK TOTAL		1,249.41	ACH PRT TOTAL							

P.O. NO.	VEHICLE NO.	VEHICLE NAME	INVOICE NO.	A/P ACPL	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	DISC.	CHECK TOTAL	ACH PNT TOTAL	DISC. TOTAL	CHECK TOTAL	BATCH INT/DESCRIPTION
00000	000087	VAH CLEEF AUTO PARTS INC	991589		5/23/2016	4100-051100-1265-512-510	144.36	204287			144.36			144.36	Vehicle Maintenance & Repairs 01384 ACCT# 27431
00000	000087		991588		5/23/2016	4100-051100-1265-512-510	44.30	204287			44.30			44.30	Vehicle Maintenance & Repairs 01384 ACCT# 27431
00000	000087		991594		5/23/2016	4100-051100-1265-512-510	109.26	204287			109.26			109.26	Vehicle Maintenance & Repairs 01384 ACCT# 27431
00000	000087		991604		5/24/2016	4100-051100-1265-512-510	254.71	204287			254.71			254.71	Vehicle Maintenance & Repairs 01384 ACCT# 27431
00000	000087		991607		5/23/2016	4100-051100-1265-512-510	26.00	204287			26.00			26.00	Vehicle Maintenance & Repairs 01384 ACCT# 27431
00000	000087		991622		5/25/2016	4100-051100-1265-512-510	463.18	204287			463.18			463.18	Vehicle Maintenance & Repairs 01384 ACCT# 27431
															1,230.80
															TOTAL
00000	001076	VIRGINIA ASSOCIATION OF	IVC0604059		5/01/2016	4100-051100-1201-211-210	2,496.00	204288			2,496.00			2,496.00	Organization Membership 01384 ACCT# SUSCOU FY16/17
															TOTAL
00000	000637	WILLIAMS, GARY II	GRW 060714		5/23/2016	4100-052100-1292-621-620	20.31	204289			20.31			20.31	Bank/CC & Other Fees 01384 REIMBURSEMENT
															TOTAL
00000	000322	WILLIAMS, GARY II	EPOMI/EUPE 0616		6/05/2016	4121-081000-5120	41.00	204290			41.00			41.00	Legal Services 01384 SPOMI.E & EUPE.G.
00000	000322		GREEN/TAYL 0616		6/05/2016	4121-081000-5120	41.00	204290			41.00			41.00	Legal Services 01384 SPOMI.E & EUPE.G.
00000	000322		HIRS 0616		6/05/2016	4121-081000-5120	41.00	204290			41.00			41.00	Legal Services 01384 HINES, J.
00000	000322		SMITH 0616		6/06/2016	4121-081000-5170	41.00	204290			41.00			41.00	Legal Services 01384 SMITH, M. & SMITH, M.
00000	000322		WYCHE 0616		6/06/2016	4121-081000-5120	41.00	204290			41.00			41.00	Legal Services 01384 WYCHE, H.
															TOTAL
00000	000043	VEROX CORPORATION	084703654		6/01/2016	4100-052100-1291-621-620	192.10	204291			192.10			192.10	Equipment Lease/Pental 01384 ACCT# 099015525
00000	000093		084703657		6/01/2016	4100-051100-1291-311-310	46.31	204291			46.31			46.31	Equipment Maintenance 01384 ACCT# 101284400
00000	000093		084703656		5/01/2016	4100-052100-1292-242-210	358.91	204291			358.91			358.91	Equipment Lease/Pental 01384 ACCT# 705194736
00000	000093		084703659		6/01/2016	4100-052100-1292-241-210	192.91	204291			192.91			192.91	Equipment Lease/Pental 01384 ACCT# 705194736
00000	007093		084889250		5/02/2016	4100-061100-1292-612-610	228.91	204291			228.91			228.91	Equipment Lease/Pental 01384 ACCT# 721126503
															TOTAL
00000	999949	SEERK DOG	2SD 051516		5/18/2016	4100-051500-1203-261-210	210.00	204292			210.00			210.00	Workshops and Conference 01384 SUSSEX SHELTER
															TOTAL
00000	000087	VAH CLEEF AUTO PARTS INC	514397		5/05/2016	4100-051500-1203-261-210	19.99	204293			19.99			19.99	Vehicle Maintenance & Repairs 01384 ACCT# 27430
															TOTAL
															TOTAL
															TOTAL
															TOTAL

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OF PREVIOUSLY DOCUMENTED. THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE: 6/9/2016
 TIME: 11:10:16
 SIGNATURE: [Handwritten Signature]
 TITLE: DIRECTOR OF FINANCE
 NAME: CHEIE L. WOODRUFF, TREAS

P.O. NO.	VENOR NO.	VENOR NAME	INVOICE DATE	INVOICE AMT	DISC. AMT	NET AMT	ACCT#	BATCH INV. DESCRIPTION
00000	001435	ADVANCE AUTO PARTS	5/04/2016	4100-021000-12-6	221.210	177.45	204412	Vehicle Maintenance & Repairs01387 ACCT# 2860027805
00000	001435	ADVANCE AUTO PARTS	5/19/2016	4100-021000-12-6	221.310	215.58	204412	Vehicle Maintenance & Repairs01387 ACCT# 2860027805
		CHECK TOTAL	05/03/2016	ACH PRT TOTAL		393.03		
00000	000442	AGRI VA, INC	9/07/2016	4100-021000-12-6	501.210	45.99	204413	Other Equipment Purchases 01387 ACCT# 001346
		CHECK TOTAL	09/09/2016	ACH PRT TOTAL		45.99		
00000	001277	AMELVAN TIME DISTRIBUTOR	5/06/2016	4100-021000-12-6	209.110	209.11	204414	Vehicle Maintenance & Repairs01387 ACCT# 190415
		CHECK TOTAL	05/06/2016	ACH PRT TOTAL		209.11		
00000	000442	AMERIGAS VENTERSHIP	5/11/2016	4100-021000-12-6	204.210	204.21	204415	Propane Gas 01387 ACCT# 2002100958
00000	000442	AMERIGAS VENTERSHIP	5/10/2016	4100-021000-12-6	221.210	162.99	204416	Propane Gas 01387 ACCT# 200142739
		CHECK TOTAL	1-05/29/2016	ACH PRT TOTAL		365.20		
00000	001298	EAR AUTO REPAIR & TOWING	5/26/2016	4100-021000-12-6	204.410	150.00	204417	Vehicle Maintenance & Repairs01387 SUSSEX COUNTY
		CHECK TOTAL	05/06/2016	ACH PRT TOTAL		150.00		
00000	001534	ELAWE, KEITH	02/18/2016	4100-021000-12-6	111.110	109.47	204417	Mileage-Training/Conferences 01387 MILEAGE
		CHECK TOTAL	02/18/2016	ACH PRT TOTAL		109.47		
00000	000002	BOB BAPEER CASHIERY	6/02/2016	4100-021000-12-6	624.510	624.51	204417	Lamin Supplies 01387 ACCT# SUSVAS
		CHECK TOTAL	06/03/2016	ACH PRT TOTAL		624.51		
00000	001251	CARHILL VETERINARY	6/07/2016	4100-021000-12-6	102.00	102.00	204418	Medical Services 01387 ACCT# 1707
		CHECK TOTAL	06/07/2016	ACH PRT TOTAL		102.00		
00000	001485	CENTRAL AGRIBUSINESS	5/11/2016	4100-021000-12-6	501.510	84.20	204420	Food Supplies 01387 SUSSEX SHERIFF DEPT.
00000	001485	CENTRAL AGRIBUSINESS	5/07/2016	4100-021000-12-6	501.510	84.20	204420	Food Supplies 01387 SUSSEX SHERIFF DEPT.
		CHECK TOTAL	1/6/16	ACH PRT TOTAL		168.40		
00000	000999	CORNER SMALL FISHRE	6/09/2016	4100-021000-12-6	204.210	104.30	204421	Maintenance Equipment Repairs01387 ACCT# 2461006
		CHECK TOTAL	06/09/2016	ACH PRT TOTAL		104.30		
00000	001074	COX, NESTE	6/14/2016	4100-021000-12-6	411.410	318.52	204422	Lodging 01387 LODGING
00000	001074	COX, NESTE	6/14/2016	4100-021000-12-6	411.410	59.77	204422	Meals 01387 MEALS
00000	001074	COX, NESTE	6/14/2016	4100-021000-12-6	411.410	59.23	204422	Mileage-Training/Conferences 01387 MILEAGE
		CHECK TOTAL	06/16/2016	ACH PRT TOTAL		117.52		
00000	000871	CRYSTAL SUPPLIES	6/02/2016	4100-021000-12-6	44.74	44.74	204423	Retail Services 01387 ACCT#11421141452055
		CHECK TOTAL	06/02/2016	ACH PRT TOTAL		44.74		
00000	999999	CUSTOM CLEANERS	6/26/2016	4100-021000-12-6	204.324	106.00	204324	Uniform Services 01387 SUSSEX SHERIFF DEPT.
		CHECK TOTAL	06/06/2016	ACH PRT TOTAL		106.00		
00000	000868	DISH NETWORK	6/04/2016	4100-021000-12-6	46.00	46.00	204425	Telecommunications 01387 8553707080472704
		CHECK TOTAL	06/04/2016	ACH PRT TOTAL		46.00		
00000	000902	DOC FARRER'S MARKET	5/11/2016	4100-021000-12-6	551.520	137.90	204326	Food Supplies 01387 SUSSEX COUNTY JAIL
00000	000902	DOC FARRER'S MARKET	6/06/2016	4100-021000-12-6	551.510	205.90	204326	Food Supplies 01387 SUSSEX COUNTY JAIL
		CHECK TOTAL	06/06/2016	ACH PRT TOTAL		343.80		

P.O. VERDOP NO.	VERDOP NAME	INVOICE NO.	INVOICE DATE	A/P AMOUNT	ACCOUNT NO.	INVOICE DATE	AMOUNT	ACCOUNT NO.	NET ACCOUNT	CHECK NO.	NET PAY	ACH ACCT	BATCH INV	DESC/PTION
00000 000769		442462206 0016	6/01/2016	4100	051100-1234-510-510	6/01/2016	204354	204354	204354	204354	204354	01387	ACCTH 000130836639	Telecommunications
00000 000769		442462454 0016	6/05/2016	4100	051100-1234-510-510	6/05/2016	204354	204354	204354	204354	204354	01387	ACCTH 00077013348	Telecommunications
00000 000769		442463724 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000790635026	Telecommunications
00000 000769		442464016 0016	6/01/2016	4100	051100-1234-510-510	6/01/2016	204354	204354	204354	204354	204354	01387	ACCTH 000790635026	Telecommunications
00000 000769		442465362 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000130836639	Telecommunications
00000 000769		442468250 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000130836639	Telecommunications
00000 000769		442468764 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000130836639	Telecommunications
00000 000769		442468705 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000790635026	Telecommunications
00000 000769		442468705 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000790635026	Telecommunications
00000 000769		442468705 0016	6/07/2016	4100	051100-1234-510-510	6/07/2016	204354	204354	204354	204354	204354	01387	ACCTH 000790635026	Telecommunications
DISC. TOTAL				1,598.30	ACH EXT TOTAL		00	00	00	00	00			
00000 001209	VIRGINIA COOPERATIVE EXT	BILL SALRY 1574	5/02/2016	4100	051100-1110-222-210	5/02/2016	9,508.84	9,508.84	9,508.84	9,508.84	9,508.84	01387	FY 2016 4TH QTR	VA Cooperative Extension
DISC. TOTAL				9,508.84	ACH EXT TOTAL		00	00	00	00	00			
00000 000660	WAREFIELD FARM SERVICE, INC		5/06/2016	4100	051100-1134-221-210	5/06/2016	965.75	965.75	965.75	965.75	965.75	01387	SUSSEX COUNTY	Grounds Maintenance & Repairs
DISC. TOTAL				965.75	ACH EXT TOTAL		00	00	00	00	00			
00000 999999	WILKINS, RAYMOND		6/01/2016	4000	051100-1134-221-210	6/01/2016	30.95	30.95	30.95	30.95	30.95	01387	IRREGATE PAY	Inmate Pay
DISC. TOTAL				30.95	ACH EXT TOTAL		00	00	00	00	00			
00000 000089	VAH CHECK APPX LABTS INC		6/07/2016	4100	051100-1134-221-210	6/07/2016	16.85	16.85	16.85	16.85	16.85	01387	ACCTH 20431	Vehicle Maintenance & Repairs
DISC. TOTAL				16.85	ACH EXT TOTAL		00	00	00	00	00			
00000 000769			6/14/2016	41,482.55	ACH EXT TOTAL		41,482.55	41,482.55	41,482.55	41,482.55	41,482.55			
DISC. TOTAL				41,482.55	ACH EXT TOTAL		00	00	00	00	00			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH RECEIPTS LISTED BELOW AS LEGITIMATELY INCURRED.
 THE TOTAL \$41,482.55 EQUALS THE GROSS TOTAL AS ADJUSTED.

Dunkley
 DIRECTOR OF FINANCE
 COUNTY OF SOUTHWEST VIRGINIA

DATE
 6/16/2016
 BY
 [Signature]
 TITLE

VENUE NO	VENUE NAME	INVOICE NO	INVOICE DATE	ACH ACCT	AMOUNT	CHECK NO	ACH AMT	ACH DATE	ACH PRT	ACH INT	ACH TOT	WITNESS FEES	BATCH INV DESCRIPTION
00000	LEE ANDREW PERIAR	00000156160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004376	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	HANRY JAMES CHAREP	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004377	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	PAWELA HAPPE	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004378	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	PAULA CHAVES	00000156160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004379	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	PEREY L BRADGIAN	00000160410524JU	5/24/2016	4100-061100-1211-611-610	30.00	004380	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	FOREST THOMAS BUREKS	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004381	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	ROGER HOMMER	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004382	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	SHEPIL TAYLOR	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004383	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	SEMPER FITZMAU	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004384	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	TERRY A FOX	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004385	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	TED HAPPELL	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004386	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	THOMAS HUNTER HINES	00000152160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004387	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
00000	WILLIAM IVORY, JF	00000156160524JU	5/24/2016	4100-061100-1211-611-610	30.00	004388	30.00	5/24/2016	00	0.00	30.00	30.00	01194 JUROP PAYMNT
	DISC TOTAL												
	CHECK TOTAL				900.00							900.00	
	CHECK TOTAL				900.00							900.00	

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED. THE TOTAL \$900.00 EQUALS THE WEEKLY LAST SHEET TOTALS AS ADJUSTED.

DATE 6/24/2016
 DATE 6/23/16
 DATE
 DIRECTOR OF FINANCE
 WALTER L. GONZALEZ, JR.

P-0 ID	VEHICOR ID	VEHICOR NAME	MEMO	DATE	AMOUNT	DEBIT AMOUNT	CREDIT AMOUNT	BATCH NO	DESCRIPTION
00000	999999	ADAM SULLIVAN		5/04/2016	4200.00	4200.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	AMY LARNE		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	BRADLEY DEZAS		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	CAPITOL I		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	DAVID HOLLOWAY		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	PERLISE H HOPKIN		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	FRANK MATTOY		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	EMPT ANDERSON, OP		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	JERRINEE HILVER		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	KH BERTHELLE HOLLERER		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	KIMBALL HATCH		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	LEE ANDREW PEREZ		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	PAOLA HAPPEL		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	PAULA BEAVES		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	PERRY L. BEARDSHAW		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	ROBERT THOMAS BEARDS		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							
00000	999999	ROCKY PAVELS		5/04/2016	150.00	150.00	150.00	01195	JUPOF PAYMENT
		DISC. TOTAL							

AE100 6/24/2016 DEBETS SUMMARY

DATE CHECK NUMBER TIME 12:58 AM 06/24/16

DATE

P.O. NUMBER 0000000042 AMERICAS PETERSBURG

DISC. TOTAL .00 CHECK TOTAL 154.42

AMOUNT 204.42

WATCH INTY DESCRIPTION 01393 ACCT# 20441000

P.O. NUMBER 0000001011 ARTHUR FIDE CROSSA SHIELD CTYGRPE20

DISC. TOTAL .00 CHECK TOTAL 263.57

AMOUNT 263.57

WATCH INTY DESCRIPTION 01393 CTYGRPE20 EHD 05/16

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 46.65

AMOUNT 46.65

WATCH INTY DESCRIPTION 01393 P. BELL ACCT.

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 264.41

AMOUNT 264.41

WATCH INTY DESCRIPTION 01393 V. GIVENS ACCT.

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 191.77

AMOUNT 191.77

WATCH INTY DESCRIPTION 01393 S. CHAPPELL ACCT.

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 264.42

AMOUNT 264.42

WATCH INTY DESCRIPTION 01393 J. ORRUPH ACCT.

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 475.11

AMOUNT 475.11

WATCH INTY DESCRIPTION 01393 V. GIVENS ACCT.

P.O. NUMBER 0000000010 BAUF OF SOUTHSIDE VA

DISC. TOTAL .00 CHECK TOTAL 51.17

AMOUNT 51.17

WATCH INTY DESCRIPTION 01393 ACCT# SUSSCTV

P.O. NUMBER 0000000002 BOB BARRER COMPANY

DISC. TOTAL .00 CHECK TOTAL 218.01

AMOUNT 218.01

WATCH INTY DESCRIPTION 01393 ACCT# SUSVNS

P.O. NUMBER 0000009999 BOHNFAMES, DOLGUES P.

DISC. TOTAL .00 CHECK TOTAL 140.00

AMOUNT 140.00

WATCH INTY DESCRIPTION 01393 ELECTION OFFICERS

P.O. NUMBER 0000009999 BOHNFAMES, DOLGUES P.

DISC. TOTAL .00 CHECK TOTAL 120.00

AMOUNT 120.00

WATCH INTY DESCRIPTION 01393 ELECTION OFFICERS

P ID	VERDAP ID	VERDAP NAME	SUSSEX COUNTY	INVOICE NO	INVOICE DATE	A/P	AMOUNT	ACCT	DATE	OBJE	ACH	BATCH	IV-DESCRIPTION
00000	999999	BOYKINS, JAMES		JB 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204417	140.00	01194	ELECTION OFFICERS
											TOTAL		
00000	999999	BRITT, PATRICIA T.		PTB 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204418	120.00	01194	ELECTION OFFICERS
											TOTAL		
00000	001251	PARSH POUET VETERINARY		46890	6/17/2016	ACH	4100 02160 1227 561 210		2016 06	204419	427.00	01194	ACCT# 1707
											TOTAL		
00000	001251	PARSH POUET VETERINARY		46906	6/16/2016	ACH	4100 02160 1227 561 210		2016 06	204416	77.00	01194	ACCT# 1707
											TOTAL		
00000	001485	CENTRAL ACQUISITION		JFB4468	5/11/2016	ACH	4100 02100 1216 551 510	00 CPA PRT TOTAL	2016 06	204420	58.00	01194	SUSSEX SHERIFF DEPT.
											TOTAL		
00000	999999	CLARE, LORAH		LC 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204421	140.00	01194	ELECTION OFFICER
											TOTAL		
00000	999999	CLARE, SUE ANN		SAC 061416	6/14/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204422	126.00	01194	ELECTION OFFICERS
											TOTAL		
00000	999999	CORL, JAMES W.		JBC 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204423	120.00	01194	ELECTION OFFICERS
											TOTAL		
00000	000411	CRAVER CRIMINAL JUSTICE		1200	6/13/2016	ACH	4100 02100 1216 291 210		2016 06	204424	265.00	01194	SUSSEX COUNTY
											TOTAL		
00000	001103	CROSS MOTORS		BCCSLR0954	6/13/2016	ACH	4100 02100 1216 291 210		2016 06	204425	140.00	01194	ELECTION OFFICERS
											TOTAL		
00000	000871	CRYSTAL SERVICES		602164 060216	6/02/2016	ACH	4100 06100 1216 291 210	00 CPA PRT TOTAL	2016 06	204426	17.00	01194	ACCT# 172818 17402164
											TOTAL		
00000	999999	CURLEY, BERNARD W.		BPC 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204427	140.00	01194	ELECTION OFFICER
											TOTAL		
00000	999999	CUSTOM CLEARINGS		001238	6/06/2016	ACH	4100 02100 1216 291 210		2016 06	204428	29.00	01194	SUSSEX SHERIFF DEPT.
											TOTAL		
00000	999999	CUSTOM CLEARINGS		001264	6/02/2016	ACH	4100 02100 1216 291 210		2016 06	204429	28.00	01194	SUSSEX SHERIFF DEPT.
											TOTAL		
00000	999999	DAVIS, CYPRIAN		CD 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204430	140.00	01194	ELECTION OFFICERS
											TOTAL		
00000	000191	DEPART OF CORP VEHICLES		1615272	5/11/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204431	10.00	01194	ACCT# XXXX XX 1642
											TOTAL		
00000	000902	DOC EXPENSES SUPPORT		6RT48604	6/11/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204432	218.15	01194	SUSSEX COUNTY JAIL
											TOTAL		
00000	999999	ELMER, GARYDA		EE 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204433	120.00	01194	ELECTION OFFICERS
											TOTAL		
00000	999999	ELLIS, PERRY S.		PSE 061416	6/13/2016	ACH	4100 02100 1216 291 210	00 CPA PRT TOTAL	2016 06	204434	140.00	01194	ELECTION OFFICERS
											TOTAL		

P. U. NO.	VEHICOR NO.	VEHICOR NAME	INVOICE NO.	INVOICE DATE	A/C AMOUNT	ACH AMOUNT	CHECK NO.	RET ACCOUNT	ACH AMOUNT	NET AMOUNT	RET G/L ACCOUNT DESC.	MATCH INV DESCRIPTION
00000	999999	HICKS, RONALD W.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204451	120.00	204451	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	WILL, NARY	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204452	120.00	204452	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	001048	HOLIDAY ICE	070576	6/17/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204453	105.70	204453	105.70	01193	ACCT# 9455
		DISC. TOTAL						00		00		
00000	999999	JERRINS, WILLIAM J.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204454	120.00	204454	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	JOHNSON, EXPATIE T.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204455	120.00	204455	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	LAW, GARYWALTER Y.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204456	120.00	204456	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	LOPEY, JAMES E. JR.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204457	120.00	204457	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	001048	BARCE INCORPORATED	0716374	6/19/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204458	1,126.67	204458	1,126.67	01194	SUSSEX CO PUBLIC SAF
		DISC. TOTAL						00		00		
00000	001048	BUCHHEIS BANK	1416108	6/20/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204459	1,276.92	204459	1,276.92	01194	SUSSEX COUNTY SHPIP
		DISC. TOTAL						00		00		
00000	001048	BASOR, BRENDS P.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204460	120.00	204460	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	MARON, REATHER S.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204461	120.00	204461	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	001048	BASOR'S PLUMBING	021230	6/26/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204462	475.00	204462	475.00	01194	SUSSEX COUNTY JAIL
		DISC. TOTAL						00		00		
00000	999999	MASSEHUP, HATTIE B.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204463	120.00	204463	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	999999	NAVY, ANITA V.	061416	6/14/01	4100-02100-1216-291-210	4100-02100-1216-291-210	204464	120.00	204464	120.00	01193	ELECTION OFFICERS
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204465	31.56	204465	31.56	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204466	2.66	204466	2.66	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204467	4.13	204467	4.13	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204468	7.04	204468	7.04	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204469	3.59	204469	3.59	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204470	3.59	204470	3.59	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		
00000	001048	061416	44246511	6/16	4100-02100-1216-291-210	4100-02100-1216-291-210	204471	16.59	204471	16.59	01193	ACCT# 08692926192
		DISC. TOTAL						00		00		

P.O. NO.	VENUE NO.	VENUE NAME	INVOICE NO.	INVOICE DATE	A/P AMT	ACCOUNT NO.	DATE	AMOUNT	CHECK NO.	ACH PMT	ACH ACCT DEBIT	BATCH INV DESCRIPTION
00000	000158	WINDHOFF, WHEE I.	01W 062116 01	6/21/2016	4100 041100-1205-411-410		10/26/16	21.56	204504		Water Services	01393 REIMBURSEMENT
00000	000158		01W 062116 02	6/21/2016	4100 041100-1205-411-410		10/26/16	21.06	204504		Office Supplies	01393 REIMBURSEMENT
00000	000158		01W 062116 03	6/21/2016	4100 041100-1205-411-410		10/26/16	18.37	204504		Building Maintenance & Repair	01393 REIMBURSEMENT
00000	000158		01W 062116 04	6/21/2016	4100 041100-1205-411-410		10/26/16	7.26	204504		Meals	01393 REIMBURSEMENT
00000	000158		01W 062116 05	6/21/2016	4100 041100-1205-411-410		10/26/16	25.48	204504		Meals	01393 REIMBURSEMENT
00000	000158		01W 062116 06	6/21/2016	4100 041100-1205-411-410		10/26/16	5.36	204504		Meals	01393 REIMBURSEMENT
00000	000158		01W 062116 07	6/21/2016	4100 041100-1205-411-410		10/26/16	219.38	204504		Gasoline/Mileage-Non Training	01393 MILEAGE
					354.50			.00		TOTAL		
00000	000010	BANK OF SMITHSIDE VA	2383 0616 01	5/09/2016	4100 021600-1205-262-210		10/26/16	22.64	204505		Meals	01393 # 4035250002002383
00000	000010		2383 0616 02	5/09/2016	4100 021600-1205-262-210		10/26/16	2.47	204505		Meals	01393 # 4035250002002383
00000	000010		2383 0616 03	5/09/2016	4100 021600-1205-262-210		10/26/16	43.19	204505		Janitorial Supplies	01393 # 4035250002002383
00000	000010		2383 0616 04	5/09/2016	4100 021600-1205-262-210		10/26/16	152.37	204505		Lodging	01393 # 4035250002002383
00000	000010		2383 0616 05	5/09/2016	4100 021600-1205-262-210		10/26/16	188.39	204505		Lodging	01393 # 4035250002002383
00000	000010		2383 0616 06	5/11/2016	4100 021600-1205-262-210		10/26/16	18.11	204505		Mileage-Training Conferences	01393 # 4035250002002383
00000	000010		2383 0616 07	5/11/2016	4100 021600-1205-262-210		10/26/16	47.29	204505		Vehicle Maintenance & Repair	01393 # 4035250002002383
00000	000010		2383 0616 08	5/11/2016	4100 021600-1205-262-210		10/26/16	43.41	204505		Meals	01393 # 4035250002002383
00000	000010		2383 0616 09	5/17/2016	4100 021600-1205-262-210		10/26/16	220.00	204505		Lodging	01393 # 4035250002002383
00000	000010		2383 0616 10	5/26/2016	4100 021600-1205-262-210		10/26/16	18.20	204505		Miscellaneous Other	01393 # 4035250002002383
					1,028.26			.00		TOTAL		
					71,519.96			.00		TOTAL		
					71,519.96			.00		TOTAL		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT FOR PAYMENTS LISTED HEREIN AND HEREBY WARRANT THAT THE TOTALS SHOWN THEREIN ARE CORRECT AND COMPLETE.

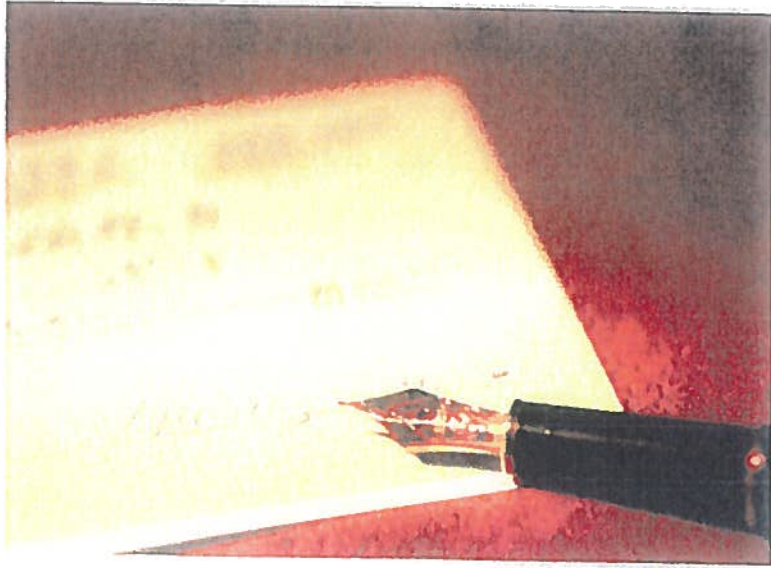
DATE: 6/24/16
 BY: [Signature]
 LATE: 6/24/16

STATE OF VIRGINIA
 DEPARTMENT OF GENERAL SERVICES
 [Signature]
 WHEE I. WINDHOFF, CPA

DATE
6/30/2016
DATE
6/30/16
DATE

DATE
6/30/2016
DATE
6/30/16
DATE
OFFICE OF THE
REGISTRAR
GENERAL REGISTRATION FEES

PAYROLL DEDUCTION CHECKS



AP100P 6/16/2016

A/P CHECK REGISTER
PAYROLL DEDUCTION CHECKS

TIME 11:14:56

PAGE 2

P/O NO.	VEND. NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	CHECK TOTAL	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	00145	VIRGINIA DEPT OF TAXATION	DC065160616160600	6/16/2016	100-000200-0100-			242.59	204306		00000

CLASS TOTAL 50,098.66
FINAL TOTAL 50,098.66

Wendy Adams

6/13/2016

West Q. Cox
6/13/16

6/21/00 6/20/00
 A.P. CHECK PROVISION
 TAXABLE PROVISION CHECK
 10000 10000
 10000 10000

DATE	AMOUNT	DESCRIPTION	DEBIT	CREDIT	DATE	AMOUNT	DESCRIPTION	DEBIT	CREDIT
6/21/00	10000	10000			6/21/00	10000	10000		
6/20/00	10000	10000			6/20/00	10000	10000		

Daniel A. Stank
 6/24/2016
 Destiny, Inc.
 6/24/16

OFFICE OF THE SHERIFF
RAYMOND R. BELL, SHERIFF
TELEPHONE (434) 246-5000
FAX (434) 246-5714



COUNTY OF SUSSEX
20212 THORNTON SQUARE
POST OFFICE BOX 1326
SUSSEX, VIRGINIA 23884

2.03

June 30, 2016

RECEIVED

JUL 01 2016

SUSSEX COUNTY
ADMINISTRATION

Ms. Deborah Davis
County Administrator
P. O. Box 1397
Sussex, Virginia 23884

Dear Ms. Davis:

The Sheriff's Office is requesting that the Board of Supervisors restore the following money received from VACORP (copy of check attached) to the appropriate line item:

1. \$350.00 for the towing cost of unit 59 (51100 1265 512 510).

If you have any questions please give me a call.

Sincerely,

Raymond R. Bell

Sheriff

cc: Sussex County Board of Supervisors

Consent – Page 1

RECEIVED
JUN 28 2016
ACCOUNTING DEPARTMENT
SUSSEX COUNTY



VACORI

June 21, 2016

Sussex County
P.O. Box 1397
Sussex, VA 23884-0397

Attention: Deborah Davis

1315 Franklin Road, S
Roanoke, Virginia 240


540.345.851
toll free 888.822.67
fax 540.345.53
toll free 877.212.85

Virginia Association of Counties Group Self-Insurance Risk Pool
Member: Sussex County
Claim Number: 1072016160610
Date of Loss: 05-31-16

Dear Ms. Davis:

Enclosed please find a VACORP property damage check in the amount of \$350.00 to cover the towing cost to the 2011 Dodge Charger VIN#3729 that struck a deer. This amount was determined by the Colonial Heights Collision Center, Inc. Invoice that was submitted.

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

Melissa Maddox, AIC, AIS
Claims Specialist

Enc. - check

VACORP CLAIMS
1315 Franklin Road SW
Roanoke, VA 24016-4607
540-345-8500

FIRST CITIZENS BANK

68-183/514
412

DATE	CHECK NO
6/22/2016	216296
AMOUNT	
\$	**350.00**

PAY TO THE ORDER OF Three Hundred Fifty and 00/100 Dollars*****

Sussex County
P.O Box 1397
Sussex, VA 23884

Steve L. Rawlings

AUTHORIZED ACCOUNT SIGNER
TWO SIGNATURES REQUIRED OVER \$30,000

SECURITY FEATURES INCLUDED. DETAILS ON BACK

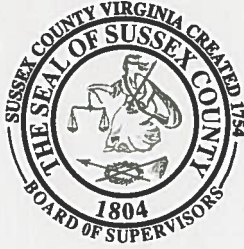
⑈ 216296⑈ ⑆ 051401836⑆ ⑆ 008921921150⑈

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amc
Auto Comprehensive			Towing	\$350.00	\$350

Claim Number: 1072016160610 Claimant: Sussex County Payee: Sussex County
Check Number: 216296 Total Check Amt: \$350.00 Event Date: 5/31/2016 Department: 107 Sussex Date of Check: 6/22/2016
Memo: 2011 Dodge Charger VIN#3729

OFFICE OF THE SHERIFF
RAYMOND R. BELL, SHERIFF
TELEPHONE (434) 246-5000
FAX (434) 246-5714



COUNTY OF SUSSEX
20212 THORNTON SQUARE
POST OFFICE BOX 1326
SUSSEX, VIRGINIA 23884

2.04 – 2.05

June 16, 2016

Ms. Deborah Davis
County Administrator
P. O. Box 1397
Sussex, Virginia 23884

RECEIVED

JUN 21 2016

SUSSEX COUNTY
ADMINISTRATION

Dear Ms. Davis:

The Sheriff's Office is requesting that the Board of Supervisors restore the following money received from VACORP (copies of checks attached) to the appropriate line item:

1. \$3191.15 for the repair of unit 54 (51100 1265 512 510).
2. \$2975.70 for the repair of unit 59 (51100 1265 512 510).

If you have any questions please give me a call.

Sincerely,

Raymond R. Bell

Sheriff

cc: Sussex County Board of Supervisors

Consent – Page 4

*Deborah
House*



VACORI

June 6, 2016

Sussex County
P.O. Box 1397
Sussex, VA 23884-0397

Attention: Deborah Davis

1315 Franklin Road, S
Roanoke, Virginia 240

540.345.8500
toll free 888.822.6700
fax 540.345.5300
toll free 877.212.8500

Virginia Association of Counties Group Self-Insurance Risk Pool
Member: Sussex County
Claim Number: 1072016160625
Date of Loss: 06-02-16

Dear Ms. Davis:

Enclosed please find a VACORP property damage check in the amount of \$3,191.15 to cover the repair cost to the 2011 Dodge Charger VIN#3751 that struck a deer. This amount was determined by the appraisal that was performed for \$3,441.15 after the \$250.00 comprehensive deductible was applied.

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

A handwritten signature in black ink that reads "Melissa Maddox".

Melissa Maddox, AIC, AIS
Claims Specialist

Enc. - check

VACORP CLAIMS
1315 Franklin Road SW
Roanoke, VA 24016-4607
540-345-8500

FIRST CITIZENS BANK

68-183/514
412

**PAY
TO
THE
ORDER
OF**

Three Thousand One Hundred Ninety-One and 15/100 Dollars*****

DATE	CHECK NO.
6/7/2016	214157
AMOUNT	
\$	**3,191.15**

Sussex County
PO Box 1397
Sussex, VA 23884

Steve L. Rawlings

**AUTHORIZED ACCOUNT SIGNER
TWO SIGNATURES REQUIRED OVER \$30,000**

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈ 214157⑈ ⑆ 0514018361008921921150⑈

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amo
Auto Comprehensive			Repair	\$3,441.15	\$3,441
Auto Comprehensive			Deductible	\$3,441.15	(\$250)

Claim Number: 1072016160625 Claimant: Sussex County Payee: Sussex County
Check Number: 214157 Total Check Amt: \$3,191.15 Event Date: 6/2/2016 Department: 107 Sussex Date of Check: 6/7/2016
Memo: 2011 Dodge Charger VIN#3751

Danley



VACORP

June 7, 2016

Sussex County
P.O. Box 1397
Sussex, VA 23884-0397

Attention: Deborah Davis

1315 Franklin Road, S
Roanoke, Virginia 240

540.345.85
toll free 888.822.67
fax 540.345.53
toll free 877.212.85

Virginia Association of Counties Group Self-Insurance Risk Pool
Member: Sussex County
Claim Number: 1072016160610
Date of Loss: 05-31-16

Dear Ms. Davis:

Enclosed please find a VACORP property damage check in the amount of \$2,975.70 to cover the repair cost to the 2011 Dodge Charger VIN#3729 that struck a deer. This amount was determined by the appraisal that was performed by S&S Appraisal Services that gave the repair cost of \$3,225.70 after the \$250.00 comprehensive deductible was applied.

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Maddox".

Melissa Maddox, AIC, AIS
Claims Specialist

Enc. - check

VACORP CLAIMS
1315 Franklin Road SW
Roanoke, VA 24016-4607
540-345-8500

FIRST CITIZENS BANK

68-183/514

412

**PAY
TO
THE
ORDER
OF**

Two Thousand Nine Hundred Seventy-Five and 70/100 Dollars*****

DATE	CHECK NO
6/7/2016	214358
AMOUNT	
\$	**2,975.70**

Sussex County
P.O Box 1397
Sussex, VA 23884

Steve L. Rawlings

**AUTHORIZED ACCOUNT SIGNER
TWO SIGNATURES REQUIRED OVER \$30,000**

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈ 214358 ⑆ ⑆ 0514018361008921921150 ⑆

REMITTANCE STATEMENT - PLEASE DETACH BEFORE DEPOSITING

Description	From Date	To Date	Invoice #	Invoice Amt	Amo
Auto Comprehensive			Repair	\$3,225.70	\$3,225
Auto Comprehensive			Deductible	\$3,225.70	(\$250.)

Claim Number: 1072016160610 Claimant: Sussex County Payee: Sussex County
Check Number: 214358 Total Check Amt: \$2,975.70 Event Date: 5/31/2016 Department: 107 Sussex Date of Check: 6/7/2016
Memo: 2011 Dodge Charger VIN#3729

OFFICE OF THE SHERIFF
RAYMOND R. BELL, SHERIFF
TELEPHONE (434) 246-5000
FAX (434) 246-5714



COUNTY OF SUSSEX
20212 THORNTON SQUARE
POST OFFICE BOX 1326
SUSSEX, VIRGINIA 23884

SUSSEX COUNTY BOARD OF SUPERVISORS
July 11, 2016

2.06

Item: 2016 - 2017 Sussex Sheriff Office Budget
2016 - 2017 Sussex County School Board Budget

Reference: DCJS School Resource Office Grant Awarded

Awarded Amount: \$50,000.00

Reported by: R.R. Bell, Sheriff

Summary: Sussex Sheriff Department, has been awarded a continuation grant from the Department of Criminal Justice Services (DCJS) in the amount of \$50,000.00. This amount includes \$32,595.00 in State Special Funds and \$17,405.00 in Local Cash Match for a total of \$50,000.00. These funds will be used to place a certified SRO in Sussex Middle School. This is a continuation grant, and is funded for a maximum of forty – eight (48) months to support the SRO program.

The Sussex Sheriff Department and Sussex School Board has agreed to cover the Local Cash Match in the amount of \$8,702.50 from each of their 2016-2017 approved budget for a total of \$17,405.00, which is the Local Cash Match required.

Recommendation: The Sussex Sheriff Department and the Sussex School Board is asking the Board of Supervisors to accept this grant of \$32,595.00 from the Department of Criminal Justice Services and their agreement to absorb the local match of \$17,405.00 respectfully.



RECEIVED

JUL 05 2016

SUSSEX COUNTY
ADMINISTRATION

COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

June 28, 2016

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 786-8732

Ms. Deborah Davis
County Administrator
Sussex County
P. O. Box 1397
Sussex, VA 23884

Title: School Resource Officer/School Security Officer Grant Program

Dear Ms. Davis:

I am pleased to advise you that grant number **17-B3207FR17** for the above-referenced grant program has been approved for in the amount of \$32,595 in State Special Funds and \$17,405 in Matching Funds for a total award of \$50,000.

Enclosed you will find a Statement of Grant Award and a Statement of Grant Award Special Conditions. To indicate your acceptance of the award and conditions, please sign the award acceptance and return it to Janice Waddy, Grants Administrator, at the Department of Criminal Justice Services (DCJS). Please review the conditions carefully; as some require action on your part before we will disburse grant funds.

Also, enclosed are the Post Award Instructions and Reporting Requirements. Please refer to and read this information carefully as it contains details on processing financial and progress reports, as well as requesting awarded funds. ***Remember all financial and progress reports, budget amendment requests and request for funds must be processed through our online Grants Management Information System (GMIS).***

We appreciate your interest in this grant program and will be happy to assist you in any way we can to assure your project's success. If you have any questions, please call Heather Smolka at (804) 371-0635.

Sincerely,

Francine C. Ecker
Director

Enclosures

cc: Mr. Raymond R. Bell, Grant Manager
Mr. Onnie L. Woodruff, Finance Director
Ms. Heather Smolka, DCJS Monitor

Department of Criminal Justice Services

1100 Bank Street, 12th Floor, Richmond, VA 23219

Statement of Grant Award/Acceptance

Subgrantee: Sussex County		Date: June 28, 2016	
Grant Period:		Grant Number:	
From: 07/01/2016	Through: 06/30/2017	17-B3207FR17	

Project Director	Project Administrator	Finance Officer
Mr. Raymond R. Bell Grant Manager Sussex County Sheriff's Office P. O. Box 1326 Sussex, VA 23884 Phone: (434) 246-5361 Email: kpbeale@rcn.com	Ms. Deborah Davis County Administrator Sussex County P. O. Box 1397 Sussex, VA 23884 Phone: (434) 246-1000 Email: ddavis@sussexcountyva.com	Mr. Onnie L. Woodruff Finance Director Sussex County P. O. Box 1399 Sussex, VA 23884 Phone: (434) 246-1087 Email: owoodrufftreas@sussexoca.com

Grant Award Budget

Budget Categories	DCJS Funds			Local	TOTALS
	Federal	General	Special		
Travel	\$0	\$0	\$0	\$0	\$0
Supplies/Other	\$0	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$32,595	\$17,405	\$50,000
Indirect Cost	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$0
Totals	\$0	\$0	\$32,595	\$17,405	\$50,000

This grant is subject to all rules, regulations, and criteria included in the grant guidelines and the special conditions attached thereto.



Francine C. Ecker, Director

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this _____ day of _____, 20_____.

Signature: _____

Title: _____

STATEMENT OF GRANT AWARD SPECIAL CONDITIONS

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

School Resource Officer/School Security Officer Grant Program -- Localities

Subgrantee: Sussex County

Grant Number: 17-B3207FR17

**Title: School Resource Officer - Sussex
Middle School**

Date: June 28, 2016

The following conditions are attached to and made a part of this grant award:

1. Where the Statement of Grant Award reflects a required cash match contribution, the grantee agrees, by accepting the award, to provide the non-federal cash match as shown.
2. By signing the Statement of Grant Award/Acceptance, the grant recipient agrees:
 - to use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by DCJS;
 - to adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions;
 - and to comply with all terms, conditions and assurances either attached to this award or submitted with the grant application;
3. The Subgrantee agrees to submit such reports as requested by DCJS. Funds from this grant will not be disbursed, if any of the required Financial or Progress reports are overdue by more than 30 days unless you can show good cause for missing the reporting deadline.
4. Grant funds, including matching funds, may only be expended and/or obligated during the grant period. All legal obligations must be fulfilled no later than 90 days after the end of the grant period.
5. By accepting this grant, the recipient assures that funds made available through it will not be used to replace state or local funds that would, in the absence of this grant, be made available for the same purposes.
6. Subgrantee may follow their own established travel rates if they have an established travel policy. If a subgrantee does not have an established policy, then they must adhere to state travel policy. The state allows reimbursement for actual reasonable expenses. Please refer to the following IRS website for the most current mileage rate:
<http://www.irs.gov/taxpros/article/0,,id=156624,00.html>: Transportation costs for air and rail must be at coach rates.
7. Within 60 days of the starting date of the grant, the subgrantee must initiate the project funded. If not started during this period, the subgrantee must report to the DCJS, by letter, the steps taken to initiate the project, the reasons for the delay, and the expected starting date. If the project is not operational within 90 days of the start date, the subgrantee must receive approval in writing from the DCJS for a new implementation date or the DCJS may cancel and terminate the project and redistribute the funds to another program.
8. **No amendment to the approved budget may be made without the prior approval of DCJS. No more than two (2) budget amendments will be permitted during the grant period. Budget amendments must be requested using the online Grants Management Information System, (GMIS), accompanied with a narrative. No budget amendments will be allowed after April 30, 2017.**
9. The subgrantee agrees to forward to the DCJS a copy of the scheduled audit of this grant award.

10. All purchases for goods and services must comply with the Virginia Public Procurement Act. Procurement transactions, whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition. An exemption to this regulation requires the prior approval of the DCJS and is only given in unusual circumstances. Any request for exemption must be submitted in writing to DCJS. Permission to make sole source procurement must be obtained from DCJS in advance.
11. Acceptance of this grant award by the local government applicant constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised and evaluated in accord with the local government's established employment and personnel policies; assuring that all terms, conditions and assurances—those submitted with the grant application, and those issued with this award—are complied with.
12. Any delegation of responsibility for carrying out grant-funded activities to an office or department not a part of the local government must be pursuant to a written memorandum of understanding by which the implementing office or department agrees to comply with all applicable grant terms, conditions and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions and assurances of the grant award.
13. PROJECT INCOME: Any funds generated as a direct result of DCJS grant funded projects are deemed project income. Project income must be reported on forms provided by DCJS. The following are examples of project income: Service fees; Client fees; Usage or Rental fees; sales of materials; income received from sale of seized and forfeited assets (cash, personal or real property included).
14. Prior to DCJS disbursing funds, the Subgrantee must comply with the following special conditions:
 - a. Numbers revised due to use of incorrect composite index. Please revise budget for your records.



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 386-8732

NOTICE

To: Grants Project Administrator

From: Janice Waddy, DCJS Grants Administrator

Re: Post Award Instructions and Reporting Requirements
PLEASE READ VERY CAREFULLY.

GRANT AWARD AND SPECIAL CONDITIONS:

Please review your Award and Special Conditions very carefully. *Pay attention to the last Special Condition listed. This Special Condition may require additional documentation from you before grant funds can be released.* Sign and date the grant award acceptance and submit any Special Condition documentation to:

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

REPORTING REQUIREMENTS

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

Financial reports and *progress reports** are due no later than the close of business on the 12th working day after the end of the quarter (**except Pre- and Post-Incarceration Services reports which are due by the last working day of the end of the following month*). Also, *V-STOP progress reports are submitted on a semi-annual schedule 12th working day after 6/30 and 12/31 quarters.*) Reports are required even if no expenditures have occurred during the quarter. **Requests for Funds will not be honored from grant recipients who do not fulfill this reporting obligation.** A schedule of due dates is also attached for your reference.

❑ **PROGRESS REPORTS**

Refer to our website: <http://www.dcjs.virginia.gov/> for submitting progress reports through the online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Statement of Grant Award/Acceptance. *Paper copies of progress reports are no longer accepted. You are required to use the online system to submit your progress reports.*

****FOR THE BYRNE/JAG PROGRAM: PLEASE NOTE, INFORMATION ON SUBMITTING QUARTERLY PROGRESS REPORTS WILL BE SEND AT A LATER DATE.***

❑ **FINANCIAL REPORTS**

Refer to our website for submitting financial reports through the online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Statement of Grant Award/Acceptance. *Paper copies of financial reports are no longer accepted. You are required to use the online system in reporting your expenditures.* The address is: <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>

❑ **REQUESTING GRANT FUNDS**

Refer to our website for requesting funds through the Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Statement of Grant Award/Acceptance.

*Please note, you can access this system using the same password assigned for the online financial reporting system. *Paper copies of request for funds are no longer accepted. You are required to use the online system for requesting funds.*

❑ **BUDGET AMENDMENTS**

Budgets can be amended in most DCJS grant programs with prior approval. Please review your special conditions carefully to determine the requirements and procedures for amending budgets. Refer to our website for the online Grants Management Information System.

*Please note again that you can access this system using the same password assigned for the online financial reporting system.

Paper copies of budget amendments are no longer accepted. You are required to use the online system for submitting budget amendments.

If you have any questions, please contact Virginia Sneed at (804) 786-5491 or by e-mail at virginia.sneed@dcjs.virginia.gov.

**PROJECTED DUE DATES
FINANCIAL & PROGRESS REPORTS**

Reports are due by the 12th working day following the close of the quarter covered in the report.

Financial reports are required even if no expenditures have occurred.

<i>QUARTER ENDING</i>	<i>DUE DATE</i>
9/30/2016	10/19/2016
12/31/2016	1/20/2017
3/31/2017	4/18/2017
6/30/2017	1/20/2017
9/30/2017	10/18/2017
12/31/2017	1/19/2018

Please contact the appropriate DCJS staff person if you need assistance with the following:

- Financial Reports and Request for Funds – DCJS Fiscal Services Manager, Bill Dodd, at 804/371-0638 or bill.dodd@dcjs.virginia.gov
- GMIS – Complete and send an email to grantsweb@dcjs.virginia.gov citing the error message received, to request assistance from the GMIS IT Specialist, DeAndrea Williams.
- Progress Reports and Other Requests – your assigned DCJS Grant Program Monitor.

general programs 6/15

AGENDA ITEM #3-01
Employee Introduction – James E. Mason, Jr.

Ms. Shevonne Newby, Unit Coordinator-Sussex (Virginia Cooperative Extension Agent), will provide a brief introduction of the new employee, Mr. James E. Mason, Jr. Mr. Mason is the new Associate Extension Agent for 4-H Youth Development.

A copy of Mr. Mason's resume is attached.

JAMES EDWARD MASON, JR

278 Williams Rd, Skippers, VA 23879
Cell: 434-594-9655, Jmason.jem@gmail.com

EDUCATION

Bachelor of Science, Accounting, Cum Laude, December 2012
Norfolk State University, Norfolk, VA

PROFESSIONAL EXPERIENCE

Vance County Department of Social Services

Henderson, NC

Income Maintenance Caseworker II (Food and Nutrition), May 2015 – Present

- Conduct initial and ongoing eligibility interviews for clients requesting and/or receiving aid from the food and nutrition services program.
- Maintain an ongoing caseload of over 115 clients.
- Complete monthly department of social service reports and develop client update letters.
- Provide community resources referrals to clients.
- Assist with the daily operations of the office.

Cortez Management Corporation

Emporia, VA

Math Tutor, January 2015- May 2015

- Provided one on one math instruction using differentiated instruction to address the various learning styles of the students who needed additional assistance with math standards of learning (sol) objectives.
- Maintained student's records (benchmark test, grades, and computer logs).
- Provided after school math tutorial sessions.
- Assisted with maintaining the math instructional lab (data collection, trouble shooting, and behavior management)

Awireless

Franklin VA

Sales Consultant, January 2014 – December 2014

- Sold a full range of telecommunications products and services to customers in a professional and customer friendly manner
- Edited, updated, and verify customer's information for accurate record keeping while completing sales transactions in a fast paced environment
- Assisted with creating store displays to market promotional items
- Performed store inventory counts and prepared cash reconciliation reports
- Researched and stayed abreast of current technology trends in the mobile wireless community

Virginia Cooperative Extension

Emporia VA

Intern, May 2012- August 2012

- Assisted with the daily operations of the office, i.e. served as the first initial contact with the organization through answering inbound calls, greeting clients, and registering citizens for extension programs.
- Facilitated a financial literacy and top chef program for 4-Hers and the community.
- Reviewed and assisted with processing applications for the Senior Farmers Market Nutrition Program for senior citizen in Greenville/Emporia
- Assisted with 4-H Summer Camp recruitment, registration, and camp implementation.

Boys and Girls Club

Emporia, VA

Summer Senior Staff, May 2011 – August 2011

- Developed lesson plans and facilitated a computer literacy class
- Mentored children of various ages with the teen club program
- Assisted with the community 5k run through the city of Emporia

VOLUNTEER/CIVIC ENGAGEMENT

- Assistant Soccer Coach, Greenville County High School
- 4-H Volunteer, Greenville/Emporia 4-H and Vance County NC 4-H



4.01

MEMORANDUM

TO: Members, Sussex County Board of Supervisors
Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development *AMG*

RE: Conditional Use Permit Application #2015-02

DATE: July 5, 2016

The applicant, Verizon Wireless, seeks a conditional use permit to construct and operate a new 199' monopole communication tower and related accessory improvements on a portion of tax map number 12-A-7 (consisting of 314.05 acres). The property in question (owned by Dr. Dale L. Cupp), is zoned A-1, General Agricultural District. The site in question is located at 22245 Cabin Point Road in the Blackwater Election District.

Verizon withdrew their request back in November of 2015 prior to the Board of Supervisors' public hearing. However, the applicant is now ready to proceed with the project and has requested that their application be rescheduled for public hearing (see attached).

RECOMMENDATION – Approval

The Planning Commission held a public hearing on October 5, 2015 to consider this request and voted unanimously (12 - 0) to forward the request to the Board of Supervisors with a recommendation for approval subject to several conditions.

Attached for the Board's review and consideration are the staff report and supporting documents.

To date, no opposition or concerns have been received from the public.

**STAFF REPORT: Conditional Use Permit Application #2015-02
Verizon Wireless, applicant**

REQUEST

Pursuant to Section 16-369 of the Zoning Ordinance, the applicant, Verizon Wireless, seeks a conditional use permit to construct and operate a new 199' monopole communication tower and related accessory improvements on tax map number 12-A-7 (consisting of 314.05 acres). The parcel in question, owned by Dale L. Cupp, is zoned A-1, General Agricultural District.

LOCATON

The site in question is located at 22245 Cabin Point Road in the Blackwater Election District.

FINDINGS

The applicant, Verizon Wireless is proposing to construct a 199' monopole style transmission tower on approximately 10,000 square feet (100' X 100') of the 314.05 acres to support service delivery in an area of documented lack of system coverage along the central part of the County along Route 602 (Cabin Point Road) near Disputanta, VA.

Property in the vicinity of the proposed tower site is zoned A-1, General Agricultural. The affected site is located in a rural location and is sparsely populated. Surrounding land uses include woodlands, farmland and rural residential development. Site placement, as described, represents the location of most minimal visual impact. The affected location is wooded and is a good distance off the road and placed deep within the property.

PLANNING COMMISSION'S RECOMMENDATION – APPROVAL

The Planning Commission voted (12-0) to forward Conditional Use Permit #2015-02 to the Board of Supervisors with a recommendation for approval for the for the following reasons:

1. The proposed use of the property is consistent with the County's Comprehensive Plan and is compatible with adjacent land uses in the surrounding area.
2. The County's consultant, Atlantic Technology Consultants, Inc., reviewed the application and found that it conforms to the letter, spirit and intent of all applicable federal, state and local regulations, accepted industry practices and specific County ordinance regarding construction of new telecommunications towers. The consultant concluded that the proposed communication tower design represents sound engineering practices.
3. The tower and associated facilities can be constructed and operated with minimal impact on the community. The tower and associated facilities will not emit glare or odor and the tower will not interfere with television and radio reception in the surrounding area.

4. The proposed use will benefit the community by enhancing wireless communication services along the Route 602 (Cabin Point Road) corridor of the County.

CONDITIONS

Furthermore, the Planning Commission recommended the approval of Conditional Use Permit Application #2015-02 subject to the following conditions:

1. Prior to issuance of a building permit, the applicant must perform the following:
 - Complete the Section 106 Analysis
 - Complete the NEPA Analysis
 - Submit a bond, letter of credit or other appropriate surety to the office of Community Development.
2. Verizon Wireless shall provide one mounting height between 150' and 180' on the proposed 199 foot self-supporting tower to Sussex County, at no cost, for use by the County's departments, agencies, and emergency services provided that:
 - a. All equipment must be located within this allotted vertical space.
 - b. The tower possesses the space and structural capacity, at the time of the County's request, to support the proposed facilities.
 - c. The County executes a zero dollar lease agreement and agrees to abide by Verizon Wireless' Collocation Guidelines as submitted with the application prior to the installation of its equipment on the tower.

Verizon wireless shall provide an area up to 3' x 5' within the lease compound for the County's ground equipment at a mutually agreeable location.

Furthermore, the County may not sublet its space on the tower or ground to a third party and the County shall submit its equipment specifications to Verizon Wireless prior to installation of the County's equipment.

PUBLIC OPPOSITION

To date, staff has received no objections to Conditional Use Permit Application #2015-02.

This is to certify that letters notifying adjacent property owners of a Public Hearing of the Board of Supervisors on July 21, 2016 for **Conditional Use Permit Application #2015-02**, applicant, Verizon Wireless were mailed on July 5, 2016 to the persons listed below.

Tax Map No. 12-A-7

Cupp Dale L
Cabin Point Farm
22245 Cabin Point Road
Disputanta, VA 23842

Tax Map No. 12-A-9

Holdsworth H B Jr
5365 Huntington Rd
Spring Grove, VA 23881

Tax Map No. 12-A-6A, 10&11

Andrews Karen Marie
C/O Daren Torrence
6414 Dicks Creek Road
New Castle, VA 24127

Tax Map No. 12-A-1&5

John Hancock Life Insurance Co.
%Hancock Forest Management
13950 Ballantyne Corp. Pl. Suite 150
Charlotte, NC 28277-2715

Tax Map No. 12-A-6

Dickens William L.
5503 Jefferson Park Road
Prince George, VA 23875

Tax Map No. 12-A-14

Goodwood Virginia LLC.
P.O. Box 570
Exeter, NH 83833

Tax Map No. 24-A-1

Trustees of the International Union
Of Operating Engineers #147
3 Kroger Exec Center Suite 123
Norfolk, VA 23502



Signature



Date



June 10, 2016

VIA ELECTRONIC MAIL

Mr. André M. Greene, Director of Community Development
County of Sussex, Virginia
P.O. Box 1397
Sussex, Virginia 23884

Verizon Wireless ("Verizon")
Conditional Use Permit Application #2015-02 ("CUP #2015-02")
22245 Cabin Point Road, Disputanta, Virginia 23842
Our File No. 17611.0455

Dear André:

As you will recall, October 5, 2015, the Planning Commission approved our application unanimously 11-0. At the November 19, 2015 Sussex County Board of Supervisors meeting, Verizon withdrew its application to further assess its build plan.

I am now writing to you on behalf of Verizon and requesting that CUP #2015-02 be reinstated and be included for consideration on the July 21, 2016 Board of Supervisors meeting agenda. It is our understanding that the County will prepare the new advertisement and let us review it before publication. Please send us an invoice for reimbursement.

If you have any questions regarding the enclosed documents, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads 'Stephen R. Romine'.

Stephen R. Romine

cc: Mr. Jeff Holland

E-mail SRomine@LeClairRyan.com
Direct Phone 757.441.8921
Direct Fax 757.441.8971

999 Waterside Drive Suite 2100
Norfolk, Virginia 23510
Phone 757 624.1454 \ Fax 757 624 3773

CALIFORNIA \ CONNECTICUT \ MASSACHUSETTS \ MICHIGAN \ NEW JERSEY \ NEW YORK \ PENNSYLVANIA \ VIRGINIA \ WASHINGTON D.C.

ATTORNEYS AT LAW \ WWW.LECLAIRRYAN.COM

CUP Number: 2015-02
Date Application Filed: 9-5-15
\$500 Processing Fee Received By: LOT



Sussex County Planning Department
Post Office Box 1397
20209 Thornton Square
Sussex, Virginia 23884
Phone: 434-246-1043
Fax: 434-246-8259

CONDITIONAL USE PERMIT APPLICATION

Owner Information:

Name: Dale L. Cupp
Address: 22245 Cabin Point Rd
Disputanta, VA 23842
Phone Number: _____

Applicant Information:

Name: Verizon Wireless (agent- Jeff Holland)
Address: 1831 Rady Court
Richmond, VA 23222
Phone Number: (757) 817-6628 / jholland@nbcllc.com

Legal Description of Property:

Tax Map Number:	<u>12-A-7</u>	Election District:	_____
Zoning District:	<u>A-1</u>	Subdivision:	_____
Block Number:	_____	Lot Number:	_____
Lot Size (Acreage):	<u>314.05+/- acres</u>	Square Footage:	<u>N/A</u>

Please answer the following:

- When was property acquired by applicant? 10 / 20 / 97
- Are there any deed restrictions on the property in question? _____ Yes No
(If yes, attach a copy of restrictions).
- What is the proposed use of property or type of improvement? Please be detailed and specific in your description. (For example: new construction, addition or demolition, agricultural, residential or commercial use)
New Verizon Wireless 199' monopole tower
- What is the Fair market value of improvements \$ 200,000.00
(Value must include all buildings, electrical, plumbing, and mechanical work to be performed).
- Describe briefly the type of use and improvements proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.
199' monopole tower with an associated 80'x80' fenced compound (including outdoor cabinets, backup emergency generator, and other associated equipment). No buildings are proposed.
- Describe how the proposed use and improvements are to be designed and arranged to fit into the development of adjacent property of the neighborhood.
The proposed tower will be located on a very large heavily wooded parcel and will be screened from the Cabin Point Rd.
- Furnish plot plan, preliminary site plan, and/or preliminary subdivision plat showing boundaries and dimensions of property, width of boundary sheets, location and size of buildings on site, roadways, walks, off street parking and loading space, landscaping and the like. Architect's/Engineer's sketches showing elevations of proposed buildings and complete plans are also desirable and if available should be filed with application.
See attached zoning drawings.
- I hereby certify that I have the authority to make the forgoing application and that the application, is complete and correct and that the conditional use permit is in accordance with section 19-369 of the Zoning Ordinance.

Owner Signature: (see attached limited power of attorney forms) Date: _____
Applicant Signature: [Signature] Date: 9/3/15

SPECIAL LIMITED POWER OF ATTORNEY

Sussex County Planning Department
P.O. Box 1397
Sussex, VA 23884

Know all men by these presents: That I (We)

(Name): Dale L. Cupp (Telephone): 804-834-8374

(Address): 22245 Cabin Pt Rd Disputanta, Va 23842

the owner(s) of all those tracts or parcels of land ("Property") conveyed to me (us), by deed recorded in the Clerk's Office of the Circuit Court of the County of Sussex, Virginia, by Instrument No./Deed Book: 157, on Page(s) 165, and is described as Tax Map #: 12-A-7 do hereby make, constitute and appoint:

(Name): Jeff Holland (Telephone): (757) 817-6628

(Address): Network Building + Consulting, LLC, 4435 Waterfront Dr, Ste 100, Glen Allen, VA 23060

To act as my true and lawful attorney-in-fact and in my (our) name, place and stead with full power and authority I (we) would have if acting personally to file planning applications for my (our) above described Property, to include:

- Rezoning
- Conditional Use Permit
- Variance
- Building Permit
- Subdivision
- Other (_____)

My attorney-in-fact shall have the authority to offer proffered conditions and to make amendments to previously approved proffered conditions except as follows:

This authorization shall expire one year from the day it is signed, or unto it is otherwise rescinded or modified in witness thereof, I (we) have hereto set my (our) hand and seal this 21st day of August, 2015.

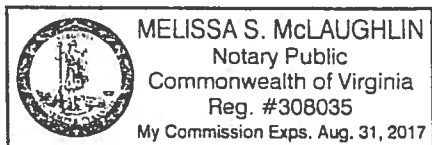
Signature(s) Dale L. Cupp

State of Virginia, City/County of Petersburg, To-wit:

I, Melissa S. McLaughlin, a Notary Public in and for the jurisdiction aforesaid, certify that the person(s) who signed to the foregoing instrument and who is (are) known to me, personally appeared before me and has acknowledged the same before me in the jurisdiction aforesaid this 21st day of August, 2015.

My commission expires: 8/31/2017

Melissa S. McLaughlin
Notary Public



SPECIAL LIMITED POWER OF ATTORNEY

Sussex County Planning Department
P.O. Box 1397
Sussex, VA 23884

Know all men by these presents: That I (We)

(Name): Dale L. Cupp (Telephone): 804-834-8376

(Address): 22245 Cabrio Pt. Rd Disputanta, Va 23842

the owner(s) of all those tracts or parcels of land ("Property") conveyed to me (us), by deed recorded in the Clerk's Office of the Circuit Court of the County of Sussex, Virginia, by Instrument No./Deed Book: 157, on Page(s) 165, and is described as Tax Map #: 12-A-7 do hereby make, constitute and appoint:

(Name): Stephen R. Romine (Telephone): (757) 441-8921

(Address): LeClairRyan, 999 Waterside Dr, Ste 2100, Norfolk, VA 23510

To act as my true and lawful attorney-in-fact and in my (our) name, place and stead with full power and authority I (we) would have if acting personally to file planning applications for my (our) above described Property, to include:

- Rezoning
- Conditional Use Permit
- Variance
- Building Permit
- Subdivision
- Other (_____)

My attorney-in-fact shall have the authority to offer proffered conditions and to make amendments to previously approved proffered conditions except as follows:

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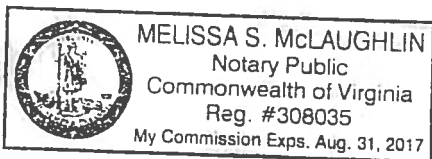
Signature(s) Dale L. Cupp

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My commission expires: 8/31/2017

Melissa S. McLaughlin
Notary Public



Narrative – Verizon Wireless – Musselwhite

Network Objective

Verizon Wireless (VzW) is proposing a 199 foot monopole tower on a 314± acre parcel (Tax Map #12-A-7) located on Cabin Point Road (S.R. 602) in the northern portion of Sussex County. There is a demonstrable need for coverage in this area. Many citizens do not currently have access to high-speed, high-quality internet in their homes and businesses or while they travel on nearby roads and highways. Instead, they often drive to public places in order to do school work, to shop online, and to communicate with customers, friends and family. Wireless technologies are increasingly being utilized in homes, businesses, vehicles and by emergency personnel. The proposed telecommunications facility will enhance the existing wireless network by supporting these wireless technologies and, therefore, improve quality of life, promote economic development and facilitate safety in the area.

Zoning Ordinance requirements

The subject property is zoned A-1, Agricultural District. In accordance with Section 16-369 of the Sussex County Zoning Ordinance, wireless communication facilities are permitted subject to an approved conditional use permit. The applicable requirements listed in this section are as follows:

Sec. 16-369. Use Regulations For Communication Towers and Antennas

Information Required. Each applicant requesting a conditional use permit from the governing body shall submit the following:

1. A scaled site plan and a scaled elevation view and other support drawings, calculations, and other documentation, signed and sealed by a Virginia licensed professional engineer, showing the location and dimensions of all improvements, including information concerning topography, zoning, vegetation buffers/screening, tower height requirements, setbacks, access drives, parking, fencing, landscaping and the location of adjacent uses and adjacent buildings.

See attached zoning drawings.

2. A statement justifying the need for the project.

The proposed tower will achieve the following RF coverage objectives:

- *Fill in the coverage "hole"– see attached propagation maps;*
- *Provide coverage to residents in the area;*

3. The applicant shall submit documentary evidence of compliance with all Federal Aviation Administration (FAA) and Federal Communication Commission (FCC) requirements. This includes evidence that the facility will meet or exceed applicable health standards established by the federal government.

The proposed facility will meet or exceed all FAA and FCC requirements. When building a new tower, VzW is required to comply with the Federal Communication Commission's (FCC) rules for environmental review. These regulatory processes, which typically takes 5-6 months to complete, ensure that appropriate measures are taken to protect environmental and historic resources. Specifically, VzW is required to provide documentation showing compliance with the

National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA). Also, attached is copy of VzW's FCC license.

4. Verifiable evidence from the applicant of the lack of space on suitable existing towers, buildings, or other structures to locate the proposed antenna and/or the lack of space on existing tower sites to construct a second tower to accommodate the proposed antenna. A certified statement from a licensed professional engineer must be provided if radio-frequency interference or signal quality is used as the rationale for eliminating co-location on an existing facility.

There are no other structures within the search ring that are tall enough to meet the coverage objective. See attached propagation maps.

5. A signed statement from the applicant of the willingness and ability to allow co-location by additional users or to allow the construction of a second tower on the site in question (where appropriate).

VzW is always willing to allow co-locations on their towers. See attached VzW co-location policy.

6. A signed statement from the applicant describing the efforts considered and taken to screen or camouflage the facility and reduce its visual impact. This statement should consider at a minimum design, height, location, and landscaping alternatives.

The proposed monopole will be located on a very large heavily wooded parcel approximately 449' from Cabin Point Road. The compound will be screened using existing vegetation and will not be seen from any public road.

7. A proposed construction schedule.

See attached proposed construction schedule.

8. A figure depicting the radio frequency coverage (or propagation map) of the proposed facility and all nearby facilities.

See attached propagation maps.

9. Applicant shall provide at least two (2) actual photographs of the site that include simulated photographic images of the proposed tower. The photographs within the simulated image shall illustrate how the facility will look from adjacent roadways, nearby residences or public buildings such as a school, church, etc. County staff reserves the right to select the location for the photographic images and to require additional images.

See attached photo simulations.

10. An affidavit must be submitted attesting to the fact that the lease agreement does not prohibit or discourage co-location.

VzW is always willing to allow co-locations on their towers. See attached VzW co-location policy.

11. The County may require other information deemed necessary to assess compliance with this ordinance.

Duly noted.

Design and Lighting. The requirements set forth in this section shall govern the location of all towers and the installation of all antennas governed by this supplementary regulation.

1. Unless otherwise allowed under the conditions of a conditional use permit, or as a requirement of the Federal Aviation Administration (FAA), all towers shall have a galvanized steel finish. If the FAA requires painting, the applicant must provide documentary evidence from the FAA requiring such painting to the County. Should the applicant request to construct the tower from materials other than galvanized steel, the applicant shall state the reasons for the request in the application, and the applicant shall also furnish the County with photographs, videos, or some other visual sample of the proposed finish.

The proposed facility will meet or exceed all FAA and FCC requirements. The monopole is proposed to have a galvanized steel finish.

2. Dish antennas shall be of neutral, non-reflective color with no logos.

Duly noted.

3. At a facility site, the design of the buildings and related structures shall, to the fullest extent possible, use materials, colors, textures, screening, and landscaping that will blend the tower facilities to the natural setting and surrounding structures.

The 80'x80' fenced compound will be screened with existing vegetation and will not be seen from any public road.

4. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting-structure so as to make the antenna and related equipment as visually unobtrusive as possible.

Not applicable.

5. Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the County may review the available lighting alternatives and approve the design that would cause the least disturbance to surrounding views.

The monopole will not be lighted.

6. No advertising of any type may be placed on the tower or accompanying facility unless as part of retrofitting an existing sign structure.

There will be no advertising on the monopole.

7. To permit co-location, the tower shall be designed and constructed to permit extensions to maximum height of 250 feet.

Duly noted.

8. Towers shall be designed to collapse within the lot lines or lease area, where appropriate, in case of structural failure.

The monopole will be designed to collapse within the lot lines of the subject parcel.

9. An engineering report, certifying that the proposed tower is compatible for co-location with a minimum of four (4) users including the primary user, must be submitted. If the tower to be constructed cannot accommodate 4 users, then a report must be submitted that describes the design limitations for co-location.

VzW agrees to submit a passing structural analysis with the building permit application.

10. The use of the proposed tower and any transmission from such tower shall not interfere with other radio, television (cable and commercial) and other telecommunications and/or electronic and electrical transmissions in the area.

The facility will be designed and installed so as not to interfere with other radio, television and other telecommunications and/or electronic and electrical transmissions in the area.

Federal Requirements. All towers and antennas must meet or exceed current standard and regulations of the FAA, the FCC and any other agency of the federal government with the authority to regulate towers and antennas. This requirement includes meeting all regulatory emission standards established by the FCC. The County, at its discretion, may request certification from a licensed professional engineer experienced with the design and operations of towers and antennas that the emissions from the facility will not exceed the maximum permissible exposure (MPE) standard established by the FCC.

The proposed facility will meet or exceed all FAA and FCC requirements.

Building Codes. To ensure the structural integrity of towers, the owner of a tower shall ensure that it is designed and maintained in compliance with standards contained in the applicable federal, state and local building codes and regulations.

VzW will be in compliance with all applicable federal, state and local building codes and regulations.

Inventory of Existing Sites. Each applicant for an antenna and/or tower shall provide to the County an inventory of its existing facilities that are either in the locality or within five (5) miles of the border thereof, including specific information about the location, height, and existing use and available capacity of each tower. The County may share such information with other applicants applying for approvals or a conditional use permit under this supplementary regulation or other organizations seeking to locate antennas within the jurisdiction of the County, provided, however, that the County shall not, by sharing such information, in any way represent or warrant that such sites are available or suitable.

See attached inventory and map of existing and proposed facilities.

Setbacks. The following setback requirement shall apply to all towers and antennas for which a conditional use permit is required.

1. All towers shall set back from any property line a distance equal to one hundred twenty percent (120%) of the tower height, and in no event shall any such tower be constructed or erected nearer than one hundred twenty percent (120%) of the tower height or five hundred (500) feet, which ever is greater, to a residential dwelling unit located either on the parcel upon which the tower is proposed or located on an adjoining parcel except for the following:
 - a. setbacks from residential dwelling units shall not apply to dwellings constructed subsequent to erection of the tower.

VzW will comply with all setbacks.

Security Fencing. Towers shall be enclosed by security fencing not less than six (6) feet in height and shall also be equipped with an appropriate anti-climbing device.

There will be an 8' chain link fence with barbed wire around the compound.

Landscaping. The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required:

1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screen the view of the support buildings from adjacent property. The standard buffer shall consist of a landscaped strip at least four (4) feet wide outside the perimeter of the facilities. The applicant may propose offsite landscaping if that better mitigates the visual impacts of the proposed facility. In such cases, a written agreement must be provided including approval by the owner of the parcel on which the landscaping will be done.
2. Existing mature tree growth and existing vegetation on the site shall be preserved to the maximum extent possible. In some cases, such as towers sited on large wooded lots, the County may determine the natural growth around the property's perimeter may be a sufficient buffer.

Existing vegetation will be preserved around the compound that will screen it from all public roads.

Local Government Access. Owners of towers shall provide the County co-location opportunities as a community benefit to improve communication for County departments and emergency services.

- a. The County shall have the right of first refusal to any available co-location space at no cost to the County; provided, however, that the County shall be responsible for placing and maintaining its own equipment.

Verizon Wireless will provide one total vertical space on the proposed 199' self-support tower to Sussex County, at no cost, for use by the County's departments, agencies, and emergency services provided that (a) the tower possesses the space and structural capacity at the time of the County's request to support the proposed facilities, and (b) the County executes a zero dollar lease agreement and agrees to abide by Verizon Wireless' Collocation Guidelines as submitted with this application. Verizon Wireless shall provide an area up to 3' x 5' within the lease compound for the county's ground equipment at a mutually agreeable location. The County may not sublet its space on the tower or ground to a third party. Verizon Wireless requests that the County submit its equipment specifications to them within thirty (30) days of the approval of this application for the loading to be incorporated into the tower design.

Verizon Wireless requests that the above paragraph be included as a condition of approval by the Board of Supervisors.

Removal of Abandoned Antennas and Towers. Any antenna or tower that is not operated for a continuous period of twelve (12) months shall be considered abandoned, and the owner of each such antenna or tower (or its successors or assigns) shall remove same within ninety (90) days of receipt of notice from the County notifying the owner of such removal equipment requirement. Removal includes the removal of the tower, all tower and fence footers, underground cables and support buildings. If there are two (2) or more users of a single tower, then this provision shall not become effective until all users cease using the tower. The County **shall** require a bond, letter of credit, or other appropriate surety as approved by the County in the amount needed to cover the demolition costs and site restoration costs. The applicant must submit the estimated costs for the demolition and site restoration prior to the issuance of bonds,

which will be reviewed and approved by the County. In the event that the bond expires or is not renewed, the conditional use permit may be revoked or terminated by the governing body.

VzW agrees to remove any component of the wireless telecommunication facility if it ceases to be operated for a continuous period of 12 months. VzW also agrees to provide a bond, letter of credit or monies in the amount needed to cover the demolition costs and site restoration costs at the time of building permit submittal.



**SUSSEX COUNTY, VA
TECHNICAL REVIEW**

**PROPOSED NEW WIRELESS TELECOMMUNICATIONS
FACILITY**

VERIZON WIRELESS

at

MUSSELWHITE SITE

**CABIN POINT ROAD
DISPUTANTA, VA 23842**

Submitted by:

ATLANTIC TECHNOLOGY CONSULTANTS, INC.

A Member of The Atlantic Group of Companies

ATC PROJECT #: 1033-09

September 18, 2015



EXECUTIVE SUMMARY

Verizon Wireless has made application to the County for the issuance of a Conditional Use Permit to allow construction of a new telecommunications 199' monopole tower (195' tower + 4' lightning rod) at Cabin Point Road, Disputanta, VA on property owned by Dale L. Cupp, DVM of 22245 Cabin Point Road, Disputanta, VA.

Verizon Wireless is an FCC licensed telecommunications provider authorized to provide wireless communications services to the Sussex County area, and proposes the addition of a 199' monopole style transmission tower to support service delivery in an area of documented lack of system coverage along the central part of the County along the Rt. 602 (Cabin Point Road) near Disputanta, VA.

This report outlines the specific areas of evaluation with respect to this proposal, and this consultant's several recommendations regarding the Application as presented. Supporting and clarifying evidence regarding the suitability of the proposed design in meeting the specified coverage goals is also included.

Recommendations:

1. Complete NEPA Analysis: The NEPA was not submitted with this Application. Once the NEPA is complete it should be submitted to the Commonwealth of Virginia Department of Environmental Quality (VDEQ) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.
2. Complete Section 106 Analysis: The Section 106 was not submitted with this Application. Once the Section 106 is complete it should be submitted to the Commonwealth of Virginia Department of Historic Resources (SHPO) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.

It is the opinion of this consultant that this application conforms to all Federal, State, and County regulations regarding the construction of telecommunications support structures, represents a sound design, and should therefore be granted approval by way of issuance of the requested conditional use permit.



George N. Condyles, IV CPM
President and COO
Atlantic Technology Consultants, Inc.

1.0 TECHNICAL

1.1 Siting

The proposed tower site is a 100' x 100' square area on the Northeastern portion of the property, located on a tract owned by Dale L. Cupp, DVM. The tract consisting of 314+ acres is located on County tax parcel map # 12-A-7, and zoned (A-1) Agricultural. All surrounding tracts are also zoned A-1 or Agricultural. **Site placement as described represents the location of most minimal visual impact.** The site is well off the road and placed deep within the property.

Landowner approval for this site has been documented and supplied. No objections have thus far been presented. The collapse zone for this tower is entirely within the above cited property lines; all required setbacks for this project have been observed.

No other structures of any type suitable for support of the proposed facility currently exist in the area, nor are any such structures proposed to be constructed in the immediate area in the future. Furthermore, construction of the facility as proposed will verifiably meet the stated coverage objectives of the Applicant. The application makes detailed reference to all applicable points of consideration regarding County preference for co-location of equipment on existing structures versus new tower construction as outlined in Zoning Ordinance, and clearly demonstrates how new construction of this site is the only viable way of achieving the desired system coverage goals, and yet with minimized impact resulting from construction.

Co-location on Existing Structures

To determine if co-location is possible, you must look at the existing coverage or locations that the applicant (Verizon) has. Currently, they operate an SBA tower North on Rt. 35. This tower is a 250' tower owned by SBA. This location produces cellular coverage in the County for this carrier. In addition, there is a 350' Guyed Lattice tower to the east in Waverly. To the South, Crown also has a tower that Verizon is currently co-located on. To the West, Verizon has also co-located on the Public Safety Tower located to the rear of the jail owned by the County and operated by the County.

In summary, there are no alternatives for co-location.

1.2 Structural

The proposed 199-foot monopole tower design is of high strength steel, and represents a highly stable structural design not known by this consultant to have failed at any installation in this region. This structure, as proposed, is well within

compliance of EIA/TIA-222-G guidelines (the accepted industry standard) for structures which is mandated to withstand the structural loading of all appurtenances, plus additional wind and ice loading. The size of the proposed monopole tower makes this design an ideal choice to support the proposed appurtenances, and yet minimize visual impact.

As proposed, the applicant intends to place twelve (12) flat panel antennae and twelve (12) associated 1 5/8" transmission lines on this tower. At the base of the tower, a 7' x 15' steel grate with various equipment cabinets, an ice bridge, a 4' x 8' concrete slab with 50kW Cummins Diesel Generator Set, and various electric utility devices that will support all of the telecommunications equipment are proposed to be installed by the Applicant. An 80' x 80' area will be enclosed by an 8' chain link fence with three stands of barbed wire on top, which will prevent unauthorized access to the tower and applicant's equipment, but will allow sufficient room for additional co-location if such expansion was ever requested.

This tower structure, as proposed, would allow room for future co-location of at least four (4) additional wireless carriers on the same site, minimizing the number of towers needed for all wireless telecommunications carriers to eventually optimize service in this area. Additional carriers are expected to apply for co-location in the foreseeable future. This tower design has a long service life, and has been designed with the ability to support additional appurtenances as built.

Furthermore, in conformance with County ordinance, work at this site will remain in compliance with ALL federal, state, and local building codes and regulations if work proceeds as outlined in the application.

1.3 RF Exposure

FCC bulletin OET-65 provides guidance for a licensee proposing to construct a telecommunications support structure in calculation of RF exposure limitations, including analysis of the cumulative effect of all transmitters on the structure. Appropriate steps, including warning signage at the site, must be taken to protect both the general public and site workers from unsafe RF exposure in accordance with federal guidelines. Documentation of an RF exposure study is included with this application.

This consultant sees no evidence of unsafe RF exposure levels being generated at this site if it were to proceed as proposed.

1.4 Grounding

Grounding of all structures and equipment at an RF site is critically important to the safety of both personnel and equipment at the site. Even a single component not meeting this standard places all other site components at risk for substantial

damage. All structures and equipment at the site should maintain a ground potential difference of less than 5 ohms. If the construction is performed as proposed, sufficient grounding will be maintained at this site.

1.5 General Safety

As clearly indicated in the proposed site plans, this site compound will be surrounded by suitable security fencing. Additional safety measures to be placed at this site include RF exposure warning signage, site identification information, and routine and emergency contact information. The site includes the installation of an OSHA-approved style of fall prevention cable.

This consultant sees no Safety issues with this Application.

1.6 Interference

An interference study, taking into account all proximally located transmitters and receivers known to be active in the area are advisable prior to any new tower construction.

This consultant sees no evidence of interference by or with this site after a general evaluation of the surrounding transmitter sites.

Should any interference issues be posed with respect to this site, mitigation would nevertheless remain the responsibility of the tower owner and affected carrier(s), and would be regulated by the Federal Communication Commission, having no effect or burden on the County.

2.0 PROCEDURAL

2.1 FAA Study

Due to height and location, this site is not required to be lit or registered with the FAA.

TOWAIR Determination Results

*** NOTICE ***

TOWAIR's findings are not definitive or binding, and we cannot guarantee that the data in TOWAIR are fully current and accurate. In some instances, TOWAIR may yield results that differ from application of the criteria set out in 47 C.F.R. Section 17.7 and 14 C.F.R. Section 77.13. A positive finding by TOWAIR recommending notification should be given considerable weight. On the other hand, a finding by TOWAIR recommending either for or against notification is not conclusive. It is the responsibility of each ASR participant to exercise due diligence to determine if it must coordinate its structure with the FAA. TOWAIR is only one tool designed to assist ASR participants in exercising this due diligence, and further investigation may be necessary to determine if FAA coordination is appropriate.

DETERMINATION Results

Structure does not require registration. There are no airports within 8 kilometers (5 miles) of the coordinates you provided.

Your Specifications

NAD83 Coordinates

Latitude 37-02-45.7 north
Longitude 077-15-08.5 west

Measurements (Meters)

Overall Structure Height (AGL) 60.7
Support Structure Height (AGL) 59.4
Site Elevation (AMSL) 30.5

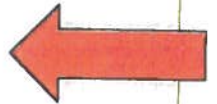
Structure Type

MTOWER - Monopole

Tower Construction Notifications

Notify Tribes and Historic Preservation Officers of your plans to build a tower.

[CLOSE WINDOW](#)



2.2 FCC Antenna Site Registration

This site is not required to have an antenna site registration number.

2.3 Environmental Impacts

The National Environmental Policy Act of 1969 (NEPA), delineated in Title 47 of the Code of Federal Regulations, Part 1, Subpart I, sections 1.1301-1.1319, requires federal agencies to incorporate environmental considerations into their decision-making process when evaluating new construction proposals. As a licensing agency, the Federal Communication Commission (FCC) requires all licensees to consider the potential environmental effects from their construction of antenna support structures, and to disclose those effects in an Environmental Assessment (EA) that must be filed with the FCC for review.

This Application states that a full evaluation has not been submitted as an Environmental Assessment. This report is a report that is submitted to the FCC if requested by the FCC. If not, then the report stays with the tower owner and is subject to Public Review. If there is significant Public dissention for this tower structure expressed during the Public Hearing process, it would be recommended that this information be forwarded to the FCC as soon as practicable to allow sufficient time to answer any questions which may arise regarding this site, though none are practically expected. The opportunity of all agencies with the authority to impact construction based on environmental concerns to comment on the project should likewise be extended in the interest of thoroughness.

The NEPA was not submitted with this Application. Once the NEPA is complete it should be submitted to the Commonwealth of Virginia Department of Environmental Quality (VDEQ) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.

2.4 Historic Impacts

Section 106 of the National Historic Preservation Act of 1966 (NHPA) requires that State Historic Preservation Offices (SHPO) and the President's Advisory Council on Historic Preservation be given a reasonable opportunity to comment on all undertakings with the potential to affect historic properties.

The licensee is required to submit to the SHPO a detailed description of the project, a listing of local historic resources, and a discussion of any measures being undertaken to mitigate impacts (if any) on historic resources. Upon receipt, the SHPO has thirty (30) days to review and respond to those submissions. All agencies with authority to permit construction are required to consider the SHPO response in its decision making process with respect to new construction applications.

The Section 106 was not submitted with this Application. Once the Section 106 is complete it should be submitted to the Commonwealth of Virginia Department of Historic Resources (SHPO) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.

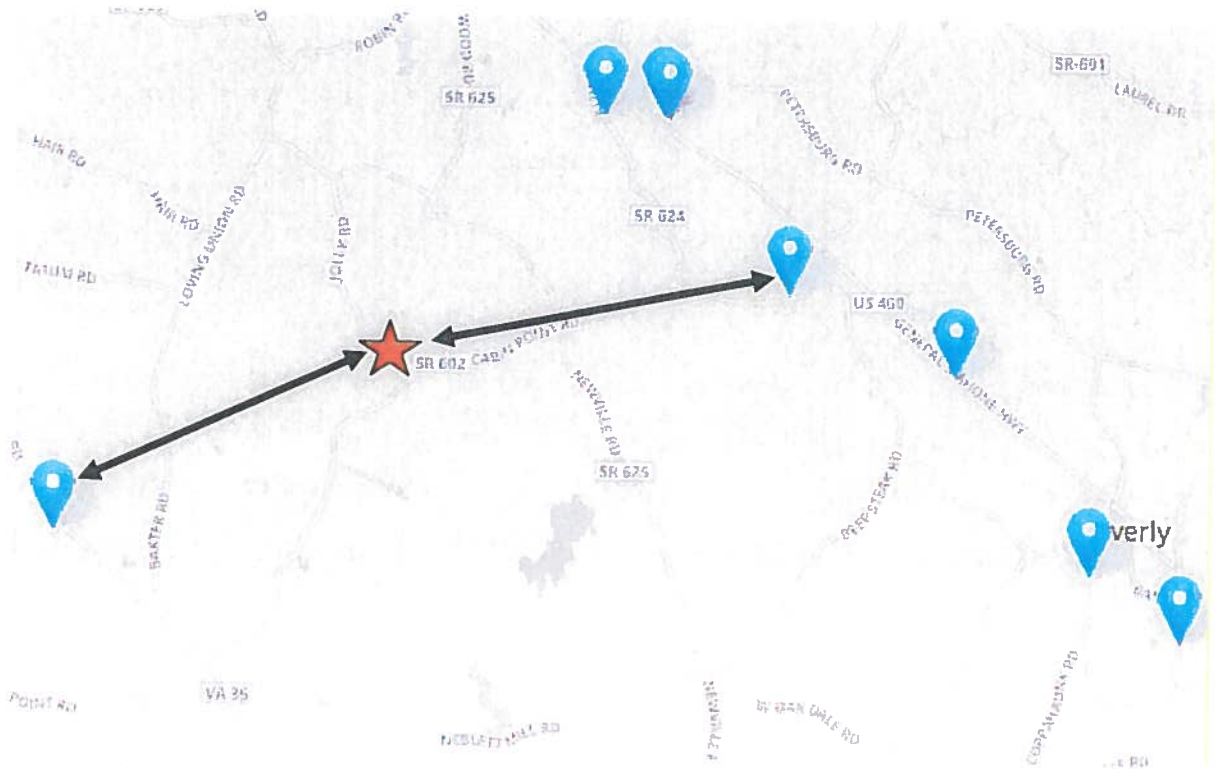
2.5 Supporting Documentation

The Applicant has included thorough supporting-documentation supporting the construction of the proposed site in the form of propagation mapping.

The analysis of the system coverage expected from this site, in the opinion of this consultant, represents an accurate RF engineering assessment.

Additionally and as indicated, no proximal sites affording co-location potential and meeting the stated coverage goals are available.

In summary, this tower will provide the radio coverage to fill a hole in coverage.



Proposed tower between SBA and Crown Castle Tower

2.6 Evolution to Technology

In 2002, Verizon had technology that was designed for Mobile Cellular service. Meaning, traveling in your car, the system was set up as a true “mobile” system. The goals were to cover as much “to the curb” cellular service as possible in the “Commercial” areas. This was 2G or second generation service seeking to become 3G service using a Long Term Evolution of “LTE” and Alternative Wireless Service “AWS” strategy.

Today, Verizon with the 4G LTE/AWS service is providing not just “mobile” service but wireless Broadband. With the advent of the internet and Applications called “APPS”, Verizon is seeking a wider geographic area to cover. This area is the Residential Market. Hence, the location of the tower is in the “Residential” area.

The 2G/3G service requirements were rather low in scale. A system could effectively work up to -104 dBm Signal Strength. This could typically complete the "Uplink and Downlink" of a voice signal or a Text Message or Internet link for a small PDA like a Blackberry.

This tower facility will be used for:

1. Voice Communications
2. Light Data such as Text and PDA activity (APPs)
3. Broadband (Full motion video, deep and wide "pipe" for downloading and uploading data, etc.). Tele-commuters will benefit.
4. Frequency Bands with 3 sets of antennas:
 - a. 700 MHz: Voice
 - b. 800 MHz: Light Data
 - c. 1700 – 2100 MHz: Broadband

Signal Strength Required for 4G:

- 74 dBm: Excellent
- 74 dBm to -82 dBm: Very good
- 82 dBm to -92 dBm: Good
- > -92 dBm: Poor and pixilation failure.

Signal Strength required for 2/3G:

-104 dBm. = -12 dBm.

10% Addition in Signal Strength

Interpretative Analysis:

For 4G to work, the Signal strength must be approximately 10% higher in value

3.0 RECOMMENDATIONS

This application represents an appreciable intent on the part of the Applicant to conform to the letter, spirit, and intent of all applicable federal, state, and local regulations, accepted industry practices, and specific County ordinances regarding construction of new telecommunications towers. The design presented represents sound engineering. It is therefore the recommendation of this consultant that the request for issuance of a conditional use permit to allow construction of this site as proposed be issued.

Recommendations:

1. Complete NEPA Analysis: The NEPA was not submitted with this Application. Once the NEPA is complete it should be submitted to the Commonwealth of Virginia Department of Environmental Quality (VDEQ) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.
2. Complete Section 106 Analysis: The Section 106 was not submitted with this Application. Once the Section 106 is complete it should be submitted to the Commonwealth of Virginia Department of Historic Resources (SHPO) for review and comments and should be reviewed by the County prior to issuance of a Building Permit.

In closing, this consultant remains available to address any comments or questions that may arise during review of this report. Any interested party with such comments or questions may feel free to contact this firm, which remains committed to delivering independent, objective, unbiased, and thorough consulting services.

Respectfully submitted,



George N. Condyles, IV, CPM
President & COO



Access Road from Cabin Point Road



Access Road to Site



Existing Access Road to be improved to the Site



Existing Trees approximately 50 to 60 feet in height

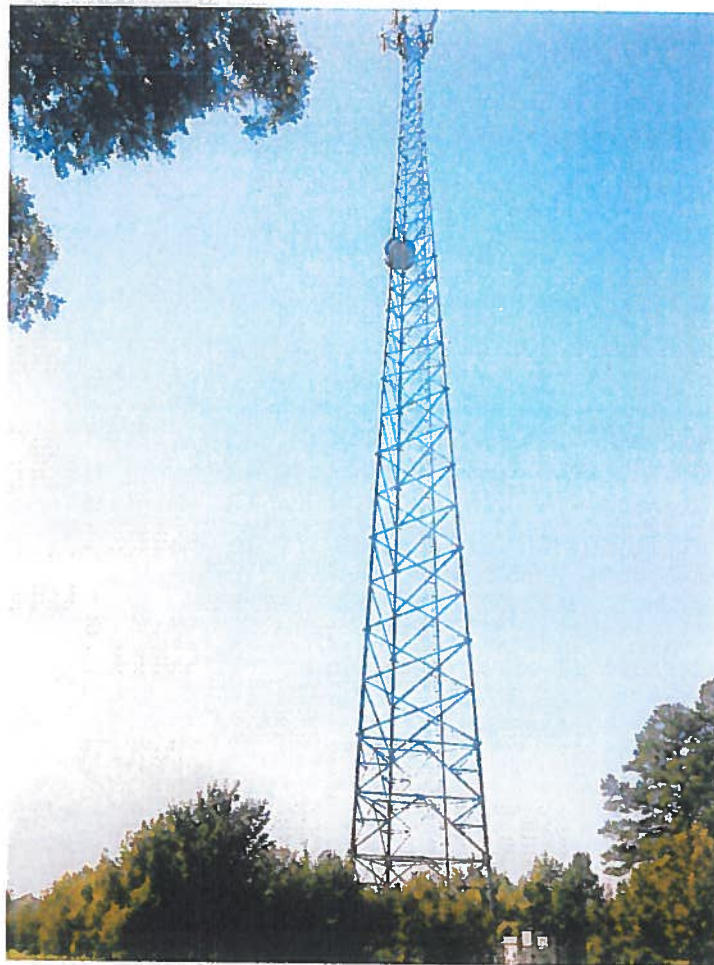


Adjacent Power Line Right of Way to the south





Handoff Tower to the West on Rt. 35

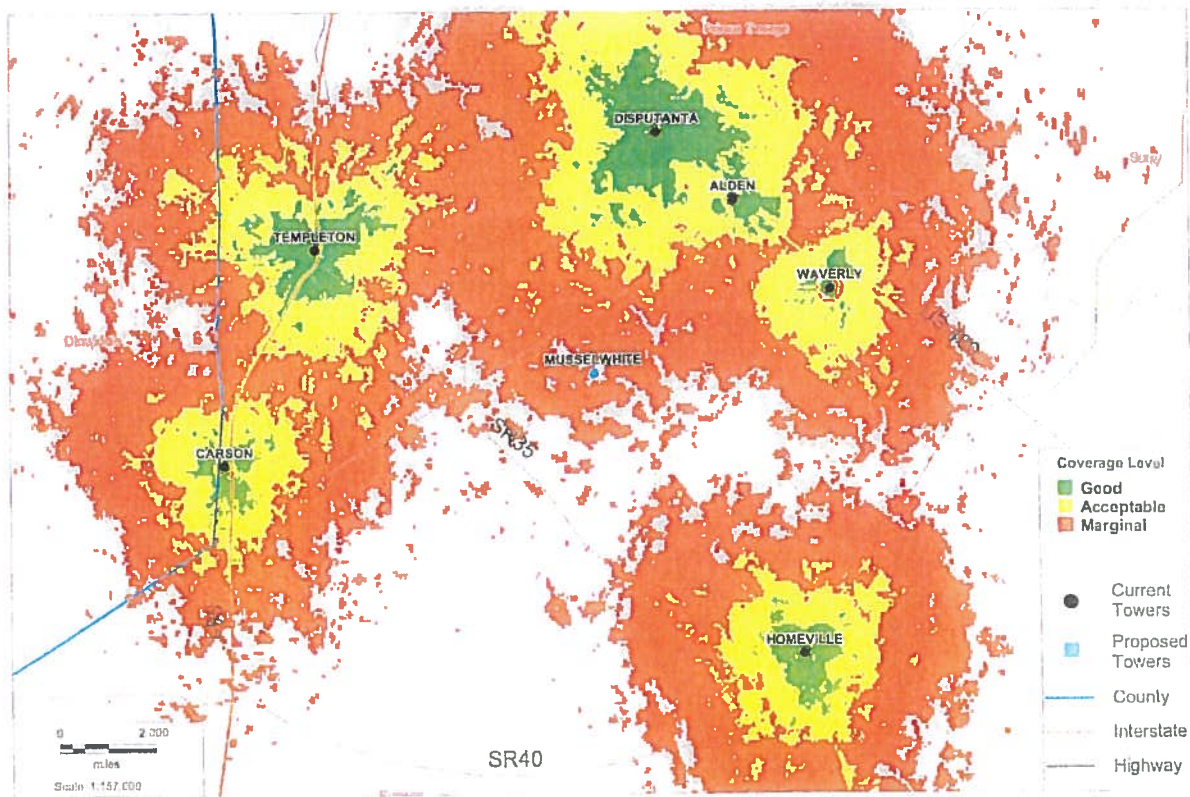




Handoff Tower to the East on Rt. 602



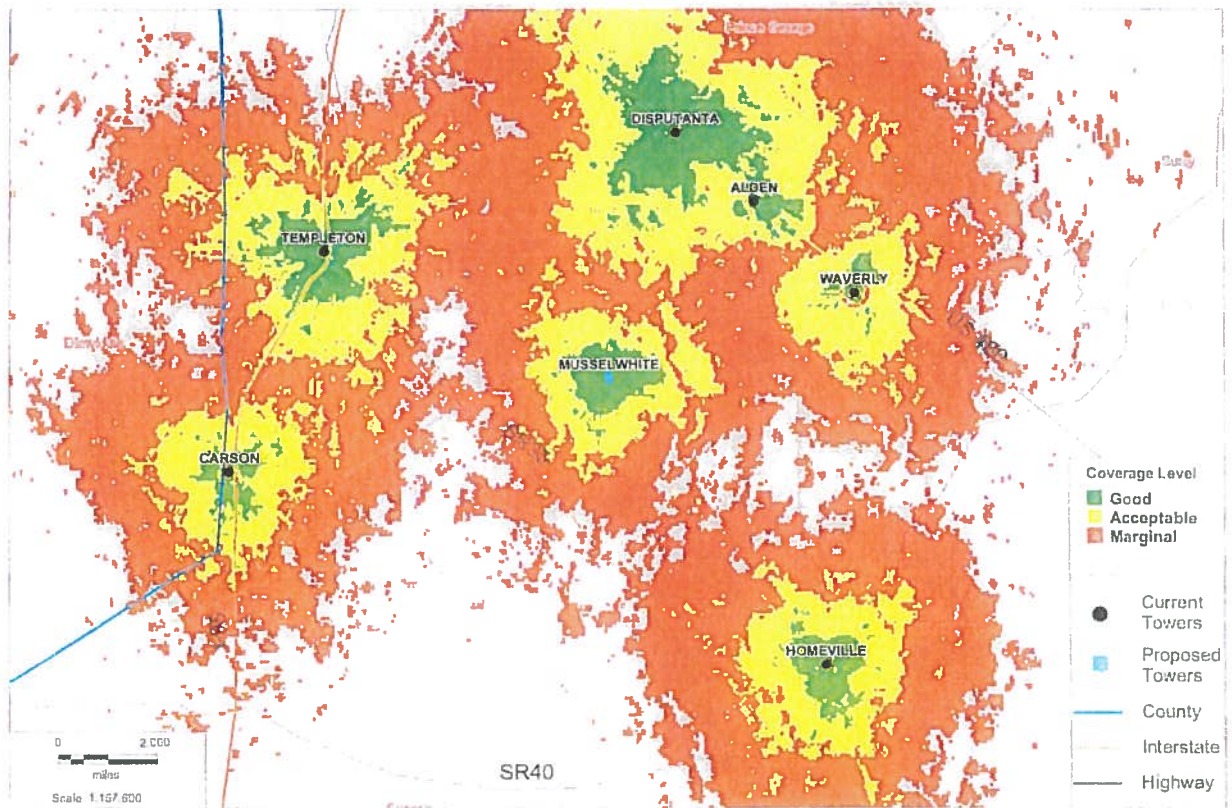
Existing Coverage NO Musselwhite | 07-29-2015



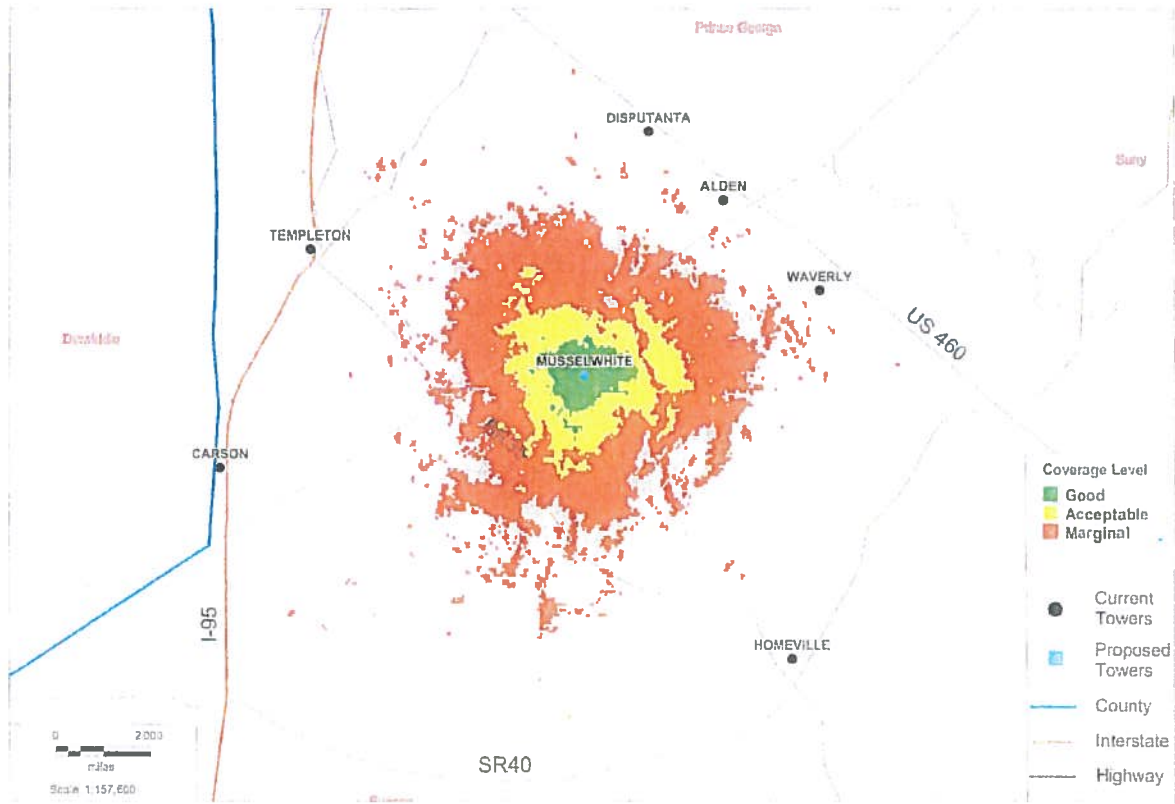
Atlantic Technology Consultants, Inc.
Mechanicsville, VA

Page 16 of 18

Proposed Coverage WITH Musselwhite @ 190' AGL



Proposed Coverage ONLY Musselwhite @ 190' AGL





Verizon Wireless
Washington/Baltimore/Virginia
Network Engineering
1831 Rady Court
Richmond, VA 23222
804-347-2572

Verizon Wireless Collocation Guidelines **Washington/Baltimore/Virginia**

The Verizon Wireless (VZW) Collocation Guidelines are intended to outline/govern the site design, development, approval, and documentation process for collocation on an existing VZW communications facility.

Application and General Lease Process

Application Submittal

Collocator must submit a complete electronic version of VZW Collocation Application to (Processing RE manager) along with the following by separate cover:

- *Application fee (if applicable)
- *Site sketch depicting the existing compound layout and Collocator's desired equipment/shelter location
- *Digital photographs of site verifying information contained on sketch showing the structure and ALL existing antennas
- *Manufacturer's antenna specification sheet detailing Collocator's proposed antennas

Preliminary Application Approval

1. After review and a preliminary approval by VZW of collocator's site application, VZW will:
 - A. Notify Collocator of any extraordinary issues at the requested site to include: tower loading/spacing limitations, ground space limitations, requirements for separate agreement with VZW's prime lessor, special requirements regarding zoning at the site, and any applicable extraordinary site fees or costs.
 - B. Schedule a preliminary site meeting w/ Collocator to confirm the feasibility of the proposed antenna location on the structure and of Collocator's equipment at the site.

Lease Exhibit Drawing Approval

2. Collocator will submit a lease exhibit along with preliminary drawings for VZW review and approval. All drawings (see drawing requirements) must be reviewed and approved by the appropriate VZW construction manager prior to permitting and pre-construction activities.
3. VZW will provide executable SLAs to the collocator along with due diligence documentation which VZW has available.

NOTE: All notifications to local/state or federal regulatory agencies or required modifications to VZW existing SHPO/FAA/FCC or any other regulatory approval related to the communications site must be submitted to the regulatory agency through VZW only. Collocators on VZW towers are not authorized to send requests directly to any regulatory agencies without specific VZW approval.

4. Following full execution of a lease for the site and VZW review and approval of Collocator's construction drawings and structural analysis, Collocator will coordinate with VZW for a preliminary pre-construction meeting at the site.

Construction Process and Standards

Construction Process:

Preliminary Approval:

1. A preliminary site meeting will be performed with VZW and Collocator to identify location of Collocator's equipment on the tower and in the compound.
2. Collocator will supply VZW with architectural & engineering plans for review and approval to include: Lease Exhibits and two sets of stamped 11"x17" plans to VZW. One signed set of drawings with comments and changes will be returned to Collocator.

Pre-Construction Meeting:

1. Upon execution of a lease document, a pre-construction site walk will be performed with VZW and collocator.
2. The Collocator shall supply VZW with the names of contractors and subcontractors hired to do Collocators work. All contractors/subcontractors are subject to VZW review and approval. VZW reserves the right to reject any contractors it deems unqualified for any reason.
3. Collocator will supply VZW a copy of the stamped approval drawings and approved Building Permit card.
4. The Collocator will supply VZW a detailed "Construction Schedule" outlining the activity and duration of each activity. Schedule must also include a reasonable start date and date of completion.
5. The VZW Manager of Project Implementation will issue a Notice to Proceed (NTP) upon receipt and satisfactory review of all the above information and a satisfactory certificate of insurance (see below for specific requirements).

Collocator/Contractor Insurance Requirements:

1. Before commencement of any work at a VZW site, the Collocator must supply VZW with an acceptable certificate of insurance naming VZW as an additional insured with the following coverage levels:

Commercial General Liability Insurance (including, but not limited to, premises-operations, explosion and collapse, underground hazard, broad form property damage, products/completed operations, contractual liability, independent contractors, personal injury) with limits of at least \$2,000,000 combined single limit for each occurrence. (Limits may be satisfied with primary and/or excess coverage.)

Commercial Automobile Liability with limits of at least \$2,000,000 combined single limit for each occurrence.

Workers' Compensation insurance as required by Statute, and Employer's Liability insurance with limits of not less than \$1,000,000 per occurrence.

Professional Liability (Errors and Omissions) with limits of not less than \$1,000,000 per occurrence

Construction:

1. VZW will issue the NTP for construction upon commencement of Lease, receipt of the certification of insurance in Collocator's/contractor's name listing VZW as an additional insured, receipt of all necessary government approvals and all appropriate VZW approvals.
2. Collocator must notify VZW a minimum of 24 hours prior to start of construction.
3. During construction, Collocator will immediately notify VZW of any proposed deviation from the approved construction drawings. If there is deviation, Collocator will not proceed with the change until it has been reviewed and approved by the appropriate VZW personnel.

Post-Construction:

1. A post construction inspection will be performed by a VZW manager at the time the Collocator informs VZW that construction is complete at the site. A "Punch List" will be developed and the Collocator will be required to correct discrepancies immediately.
2. Collocator will provide an "As Built" (no red-lines) drawing of the site to VZW upon completion of work.
3. Collocator will provide copies of all final inspections, reports, and other construction documents related to the site.

General Construction Standards:

General Statement:

Verizon Wireless (VZW) has certain "Construction Standards" that it maintains in the construction of wireless communications sites. VZW requires that these minimum standards be maintained at the site to include construction and equipment installed for all collocations at the site.

Materials:

1. All materials to be used at the site shall be "New and of Commercial Quality".
2. Procedures used at the site shall conform to "Industry Standards" for each type of work being performed.
3. All materials used for antenna mounts and antenna cable routing will be "Hot Dipped Galvanized" materials.

Concrete:

1. Concrete shall develop a minimum compressive strength of 3000 PSI at the 28-day break.

Chain Link Fence:

1. If fence work is required the collocator is required to match the existing fence material and construction.

Back Filling:

1. Backfill of foundation, trenches, and other excavated areas shall be engineered materials and compacted to 95% relative density in lifts not exceeding 8" at a moisture content of 2% above optimum.
2. Gravel shall match existing gravel. If no gravel is present on site the material shall conform to Class 2 Aggregate Base.

3. Filter Fabric is to be placed prior to placement of any finished stone for roads, walkways, or site compound area.

Contractor Testing:

The collocator shall supply VZW with the following test reports:

1. Soils tests for foundation bearing capacity.
2. Concrete Cylinder and Placement Reports
3. Rebar Certification
4. Welding and Pole/Tower Modifications Shop Drawings and Field Inspections/Reports.
5. Bolted & Mechanical Connections
6. Ground test results

Utility Extensions:

1. Trenching route and conduit details for power application.
2. Trenching route and conduit details for telco connection.

Safety:

1. Collocator and their contractors shall meet all applicable OSHA regulations

Antenna/Antenna Cable:

1. The antennas and antenna mounting hardware shall be installed per manufacturer recommended standards of practice.
2. The coax cable shall be installed per manufacturer recommended standards of practice.
3. Collocator must provide easy identification and uniform markings of antenna cable per the following instructions: Markings shall be made of Metal Tags affixed at three places on the coax cable run as follows:
 - On the coax nearest to the antenna.
 - At the base of the tower
 - Outside the collocators equipment location
4. Tags shall clearly state the wireless carriers name.

Grounding:

1. Whichever "Grounding Scheme" the Collocator employs the work will be done in a neat and professional manner. At no time will the "Collocators Grounding Scheme" jeopardize the integrity of the VZW Grounding system.
2. The Collocator shall install a ring ground around it's own equipment and tie into the existing ground ring at two locations. If such standard conflicts with the Collocator's grounding standards, alternatives should be proposed for VZW review and approval.

Architectural & Engineering Drawing Requirements:

Title Page:

1. Applicants name & address.
2. VZW Site Name and Code
3. Revision Block showing latest revisions
4. Vicinity Map, Site Address
5. Project information
6. Zoning Information
7. Approval Block

Site Plan:

1. Title block with Architect/engineering information
2. Applicants name & address.
3. VZW Site Name and Code
4. Revision Block showing latest revisions
8. Approval Block
5. Scaled site plan showing leased area, property boundary, site equipment (existing and new) and North Arrow.

Equipment Plan:

1. Enlarged site plan of equipment area (10 Scale)
2. Equipment details including existing equipment, dimensioned of new equipment to be installed, electrical & Telco routing, wave guide routes, and any other information concerning the compound area.
3. Equipment Pad Details

Equipment Elevation Plan:

1. Equipment elevations, Wave guide Bridge elevations (min. 7'-6" AFG)

Tower/Antenna Plans & Elevations:

1. Number and specifications of antenna to be installed.
2. Elevation view of antenna location on tower
3. Antenna mount details and specifications (identify antenna mount manufacture)
4. Number and size of coax cable to be installed.
5. Elevation view of coax route on tower (lattice tower= wave guide ladder, Monopole=inside/outside of tower body).
6. Tower elevation drawing showing existing and proposed antenna locations & coax cable routes

Electrical Plans:

1. Electrical Service routing from "Point of Connection to Point of Termination".
2. Electrical service "Riser Sketch".
3. Telco Routing from "Point of Connection to Point of Termination".
4. Grounding drawings.

Structural Standards:

1. A structural analysis will be required for all co-location on a VZW tower. A letter from the engineer of record will be required stating the adequacy of the tower steel and foundation to support the existing and proposed loads using the specific County and EIA/TIA loading requirements for that specific region. The Basic Wind Speeds and Ice Loading will be stated in the report.
2. Structural analysis is to be completed by the original tower/monopole manufacture.
3. The analysis will include all present and future antenna loading including microwave dishes, antenna platforms, antenna mounts, antenna coax cables and wave-guide ladders, and any ancillary equipment.
4. If modifications are required to the tower specific "Modification Sketches" showing the changes to the tower structure will be required along with a write of changes.

JLS License

Cellular License - KNKA616 - Cellco Partnership

Call Sign	KNKA616	Radio Service	CL - Cellular
Status	Active	Auth Type	Regular

Market

Market	CMA235 - Petersburg-Colonial Heights-Hopewell, VA	Channel Block	B
Submarket	0	Phase	2

Dates

Grant	02/05/2008	Expiration	01/22/2018
Effective	03/25/2014	Cancellation	

Five Year Buildout Date

12/23/1992

Control Points

3 500 W. Dove Rd, TARRANT, Southlake, TX
P: (800)264-6620

Licensee

FRN	0003290673	Type	General Partnership
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Licensee

Cellco Partnership 1120 Sanctuary Pkwy, #150 GASASREG Alpharetta, GA 30009-7630 ATTN Regulatory	P:(770)797-1070 F:(770)797-1036 E:LicensingCompliance@VerizonWireless.com
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Contact

Verizon Wireless Licensing - Manager LicensingCompliance@VerizonWireless.com Alpharetta, GA 30009-7630 ATTN Regulatory	P:(770)797-1070 F:(770)797-1036 E:LicensingCompliance@VerizonWireless.com
------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------

Ownership and Qualifications

Radio Service Type	Mobile
Regulatory Status	Common Carrier Interconnected Yes

Alien Ownership

The Applicant answered "No" to each of the Alien Ownership questions.

Basic Qualifications

The Applicant answered "No" to each of the Basic Qualification questions.

Demographics

Race		Gender	
Ethnicity			

Proposed Construction Schedule – Verizon Wireless – Musselwhite

Name	Approx. # of days
Bid out project / accept bids / award the project to a GC	30-45
Pre-construction meeting with GC	1-2
Install E&S Control	*
Clearing/grading site	*
Tower foundation	*
Electrical/grounding work	*
Tower installation (use of crane)	*
Install antennas, ice bridge, etc.	*
Install compound equipment (outdoor cabinets, generator, fencing, etc.)	*
Final electrical inspection	*
Final building inspection	*

*Please note that from beginning to end, construction of new monopoles ranges between 60-90 days. The project can be delayed by things that are out of the VzW's control such as inclement weather, scarcity of materials, etc.

Cell Code	Cell Number	Cell Name	Structure Type	RAD	eNodeB ID	Latitude Degrees (NAD83)	Longitude Degrees (NAD83)	County	FIPS County Code	Latitude (NAD83)	Longitude (NAD83)	Address	City	State	Zip Code
EXISTING TOWERS															
2	128	ADAMS GROVE	Self Support	235	114128	36.696864	-77.386897	Southampton	51175	36-41-48.71 N	77-23-12.83 W	1 mile north of US 58 on State Route 615	Drewryville	VA	23844
2	172	BARRETT'S STORE	Self Support	235	114172	36.869281	-77.152664	Sussex	51183	36-52-09.41 N	77-09-09.59 W	18044 Jerusalem Plank Rd.	Courtland	VA	23837
2	50	BLUE STAR HIGHWAY	Self Support	143	114050	36.868372	-77.411736	Sussex	51183	36-52-06.14 N	77-24-42.25 W	18164 Blue Star Highway	Stony Creek	VA	23882
2	440	CARSON	Monopole	227	114440	37.016853	-77.394192	Prince George	51149	37-01-00.67 N	77-23-39.09 W	18695 Halligan Park Road	Carson	VA	23830
2	277	CHERRY HILL	Self Support	235	114277	36.942725	-77.541894	Dinwiddie	51053	36-56-33.81 N	77-32-30.82 W	Walkers Mill Road	Stoney Creek	VA	23882
2	131	DISPUTANTA	Self Support	295	114126	37.121314	-77.227539	Prince George	51149	37-07-16.73 N	77-13-39.14 W	13920 Arwood Road	Disputanta	VA	23842
2	475	DREWRVILLE	Guyed Tower	295	114131	36.684583	-77.560967	Greensville	51081	36-41-04.50 N	77-33-39.48 W	175 Fairgrounds Road	Emporia	VA	23847
2	178	EAST WAVERLY	Guyed Tower	247	114475	36.706453	-77.288028	Southampton	51175	36-42-23.23 N	77-17-16.90 W	23373 Royal Oak Lane	Capron	VA	23829
3	167	ELBERON	Monopole	300	114178	37.028222	-77.101694	Sussex	51183	37-01-41.60 N	77-06-06.10 W	310 Coppahaunk Avenue	Waverly	VA	23890
2	335	EMPORIA	Self Support	250	113167	37.057656	-76.940347	Surry	51181	37-03-27.56 N	76-56-25.25 W	744 Clubhouse Road	Dendron	VA	23849
2	182	HOMEVILLE	Guyed Tower	280	114935	36.729783	-77.561597	Greensville	51081	36-43-47.22 N	77-39-41.75 W	619 Purdy Road	Emporia	VA	23847
2	147	IVOR	Self Support	250	114182	36.957458	-77.172767	Sussex	51183	36-57-26.85 N	77-10-21.96 W	12653 Jerusalem Plank Road	Waverly	VA	23890
3	372	JARRATT	Power Tower	185	113147	36.905200	-76.894386	Southampton	51175	36-54-18.72 N	76-53-39.79 W	8265 Main Street	Ivor	VA	23866
2	80	OTTERDAM	Guyed Tower	250	114080	36.743356	-77.457972	Sussex	51183	36-48-58.30 N	77-27-28.70 W	10004 Klentz Road	Jarratt	VA	23867
2	498	SE EMPORIA	Rooftop	233	114498	36.692611	-77.520656	Greensville	51081	36-44-36.08 N	77-31-14.36 W	1375 Otterdam Road	Emporia	VA	23847
2	343	STONEY CREEK	Guyed Tower	280	114343	36.941817	-77.406089	Sussex	51183	36-41-33.40 N	77-31-48.10 W	608-A Davis Street	Emporia	VA	23847
2	274	SUSSEX	Self Support	295	114274	36.915139	-77.281083	Sussex	51183	36-56-30.54 N	77-24-21.97 W	12496 Sussex Drive	Stoney Creek	VA	23882
2	382	TEMPLETON	Self Support	285	114382	37.084700	-77.359386	Prince George	51149	37-05-04.92 N	77-16-51.90 W	20212 Thornton Square	Sussex	VA	23884
3	267	WAKEFIELD	Self Support	285	113267	36.971817	-76.992736	Sussex	51183	36-58-18.54 N	77-21-33.79 W	16540 Sunny Brook Road	Petersburg	VA	23805
2	193	WAVERLY	Guyed Tower	285	114193	37.071814	-77.161358	Sussex	51183	37-04-18.53 N	77-09-40.89 W	Main Avenue Route 602	Wakefield	VA	23888
													Waverly	VA	23890

Cell Code	Cell Number	Cell Name	Structure Type	RAD	eNodeB ID	Latitude Degrees (NAD83)	Longitude Degrees (NAD83)	County	FIPS County Code	Latitude (NAD83)	Longitude (NAD83)	Address	City	State	Zip Code
PROPOSED TOWERS															
2	503	ALDEN	Self Support	220	114503	37.099969	-77.198269	Prince George	51149	37-05-59.89 N	77-11-53.77 W	15770 Alden Road	Disputanta	VA	23842
2	25	COUCHES POND	Self Support	240	114025	37.033406	-77.306617	Sussex	51183	37-02-00.26 N	77-18-23.10 W	5301 Courtland Road	Disputanta	VA	23842
2	41	LANSING ROAD	Guyed Tower	245	114041	37.054833	-77.385833	Prince George	51149	37-03-47.40 N	77-23-09.00 W	1001 Lansing Road	Dinwiddie	VA	23830
2	658	MUSSELWHITE	Rawland	190	114658	37.049775	-77.244564	Sussex	51183	37-02-59.19 N	77-14-40.43 W	22245 Cabin Point Road	Disputanta	VA	23842
2	39	PINCE	Monopole	171	114039	37.121058	-77.311142	Prince George	51149	37-07-15.81 N	77-18-40.11 W	13622 Prince George Drive	Disputanta	VA	23842
2	104	SOUTHAMPTON PKWY	Self Support	145	114104	36.684297	-77.490953	Southampton	51175	36-41-03.47 N	77-26-56.59 W	3411 Southampton Pkwy	Southampton	VA	23847
2	633	WEEKS	Rawland	195	114633	36.819531	-77.586550	Greensville	51081	36-49-10.31 N	77-35-11.58 W	0 Purdy Road	Jarratt	VA	23867
2	84	WEST ATLANTIC ST	Self Support	153	114084	36.697931	-77.554114	Emporia City	51595	36-41-52.55 N	77-33-14.81 W	1901 Wiggins Road	Emporia	VA	23847

TOWAIR Determination Results

*** NOTICE ***

TOWAIR's findings are not definitive or binding, and we cannot guarantee that the data in TOWAIR are fully current and accurate. In some instances, TOWAIR may yield results that differ from application of the criteria set out in 47 C.F.R. Section 17.7 and 14 C.F.R. Section 77.13. A positive finding by TOWAIR recommending notification should be given considerable weight. On the other hand, a finding by TOWAIR recommending either for or against notification is not conclusive. It is the responsibility of each ASR participant to exercise due diligence to determine if it must coordinate its structure with the FAA. TOWAIR is only one tool designed to assist ASR participants in exercising this due diligence, and further investigation may be necessary to determine if FAA coordination is appropriate.

DETERMINATION Results

Structure does not require registration. There are no airports within 8 kilometers (5 miles) of the coordinates you provided.

Your Specifications

NAD83 Coordinates

Latitude	37-02-45.7 north
Longitude	077-15-08.5 west

Measurements (Meters)

Overall Structure Height (AGL)	60.7
Support Structure Height (AGL)	59.1
Site Elevation (AMSL)	30.2

Structure Type

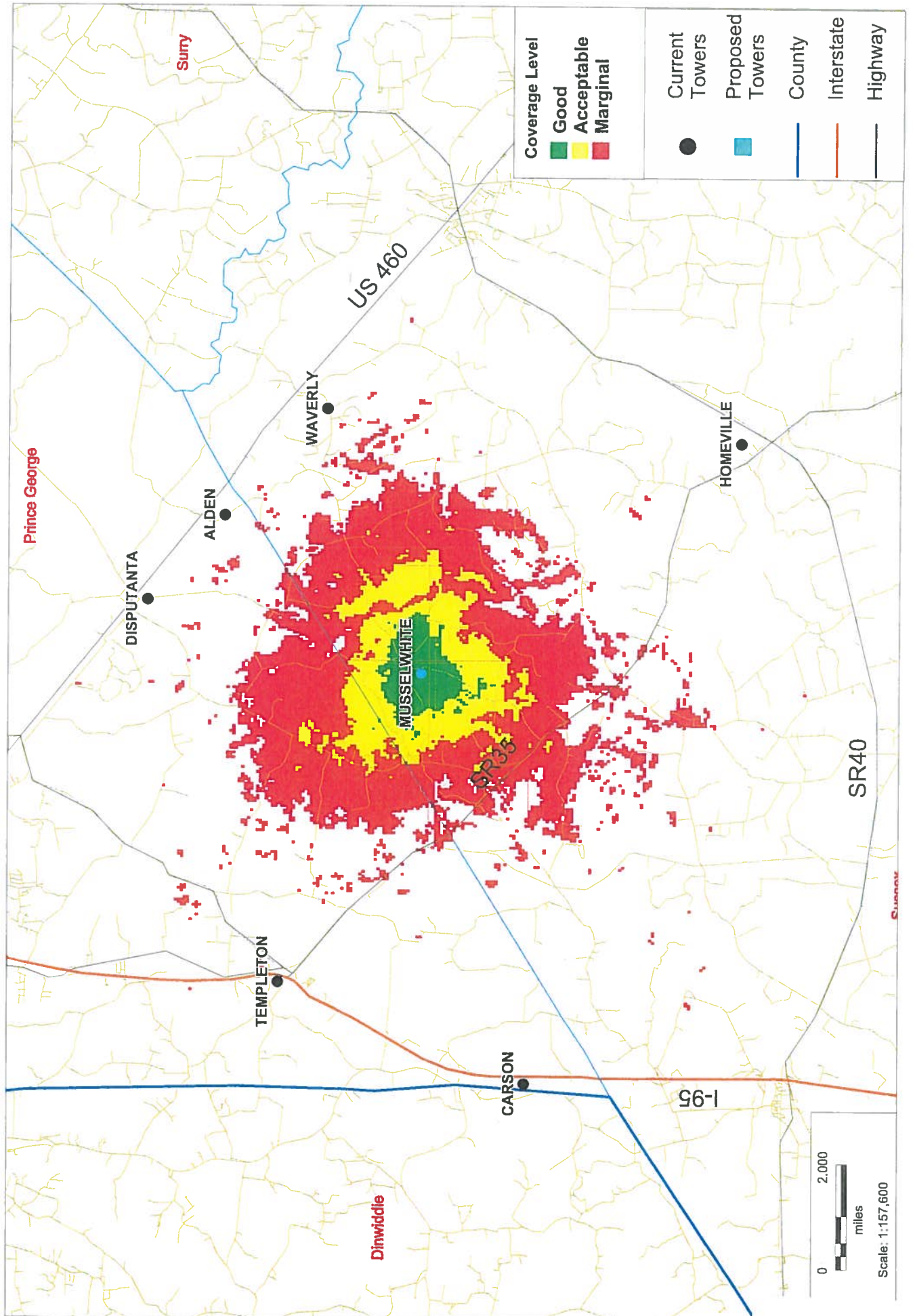
MTOWER - Monopole

Tower Construction Notifications

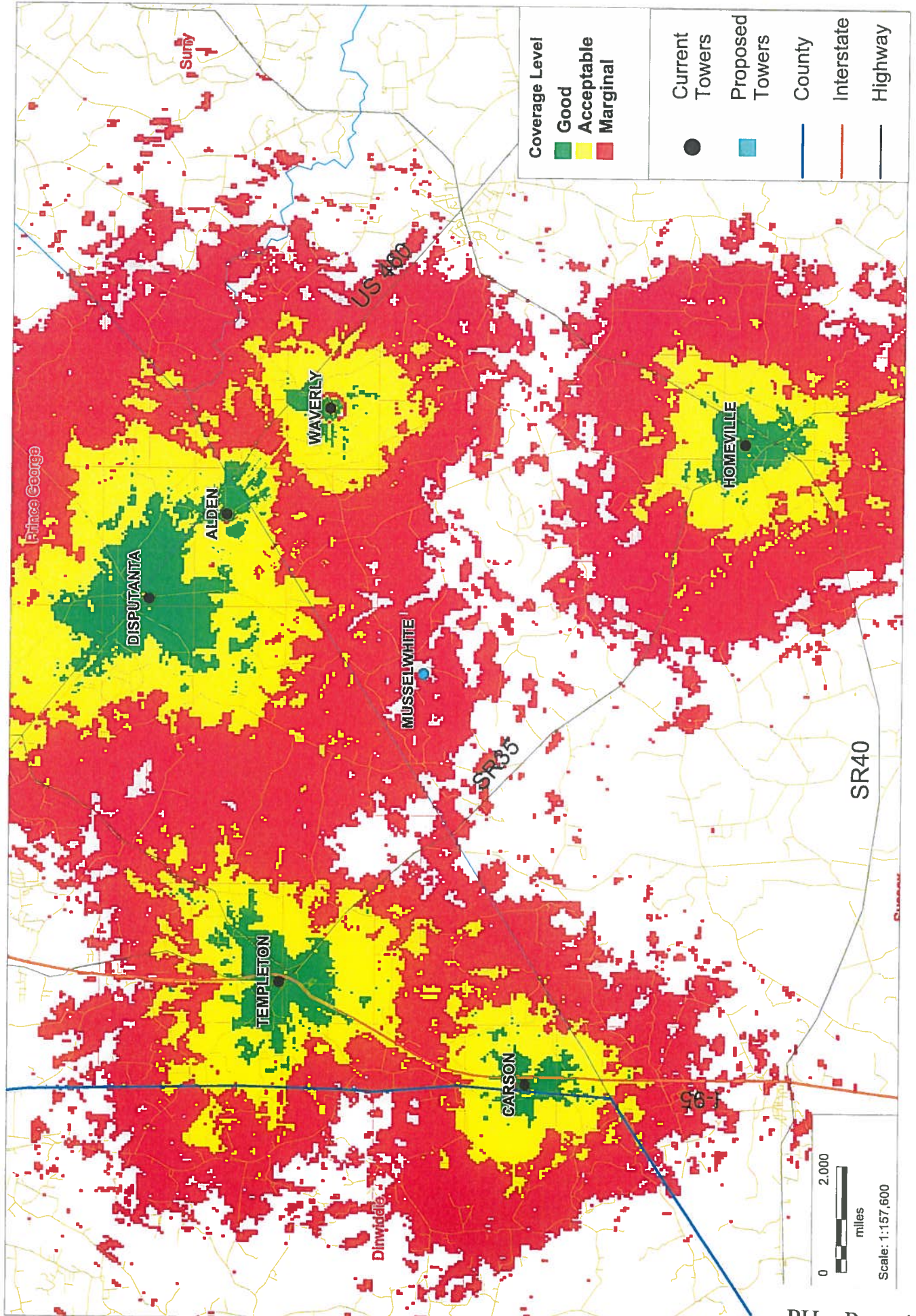
Notify Tribes and Historic Preservation Officers of your plans to build a tower.

CLOSE WINDOW

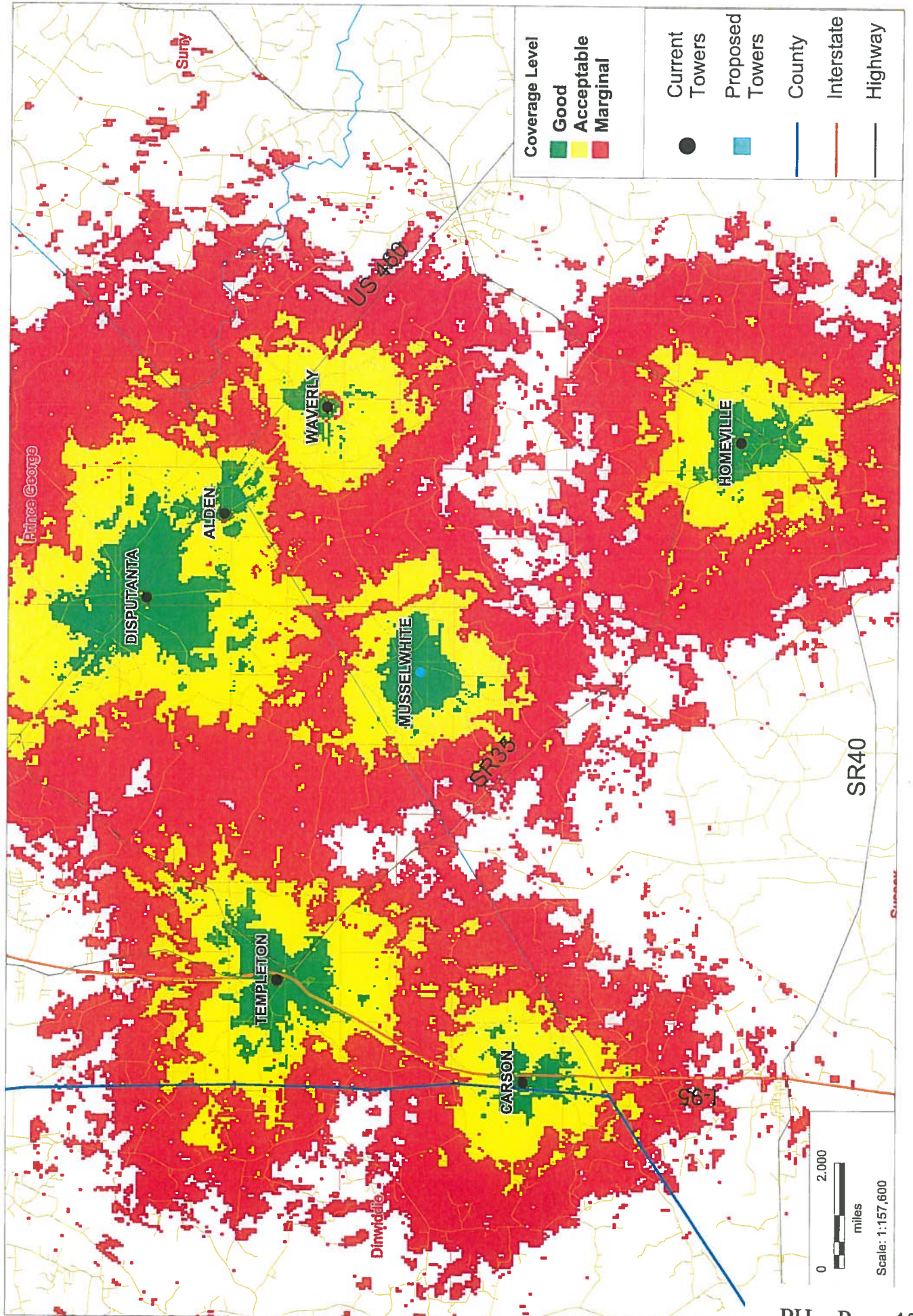
Proposed Coverage ONLY Musselwhite @ 190' AGL

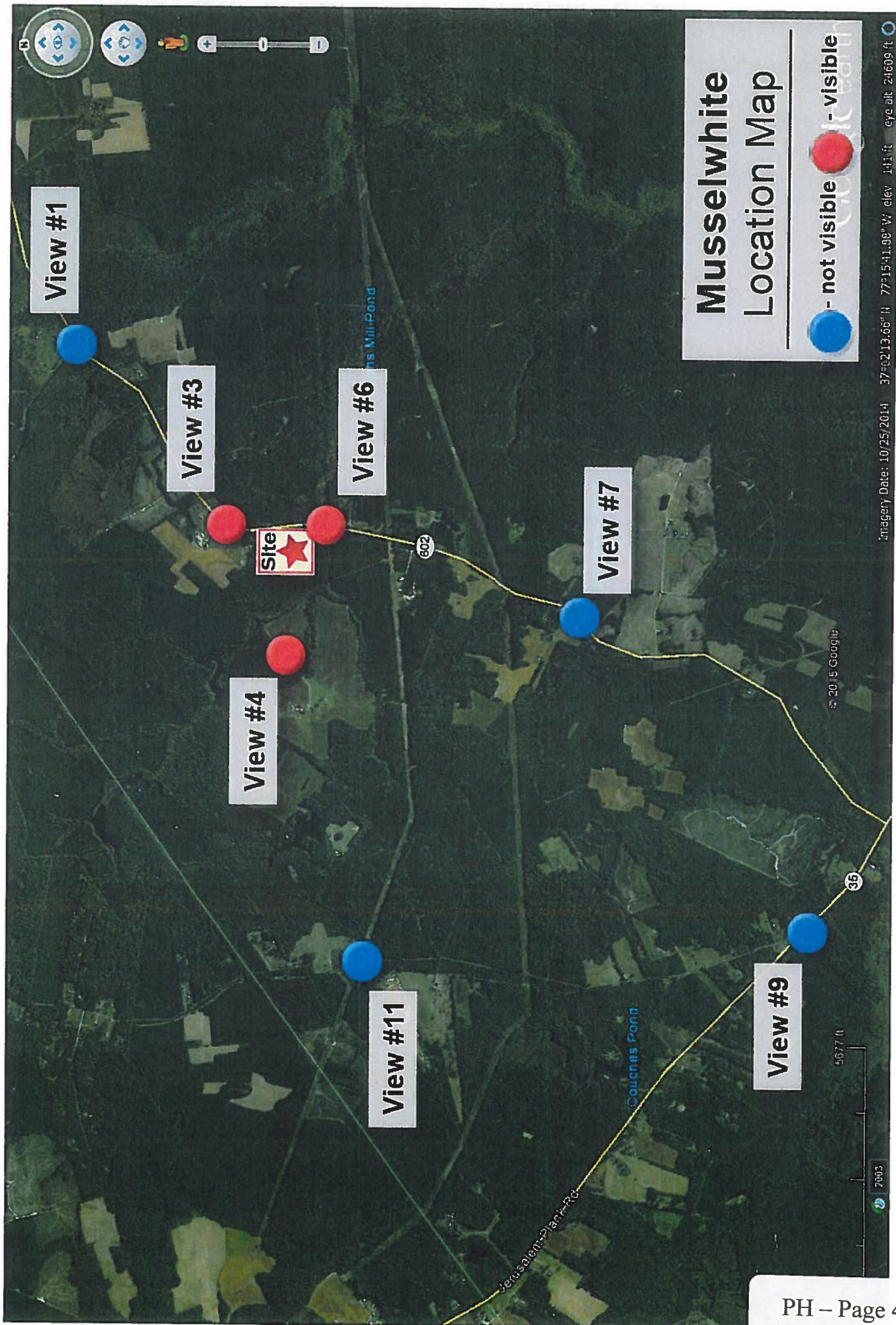


Existing Coverage NO Musselwhite | 07-29-2015



Proposed Coverage WITH Musselwhite @ 190' AGL





View #1

View #3

View #6

View #7

View #4

Site

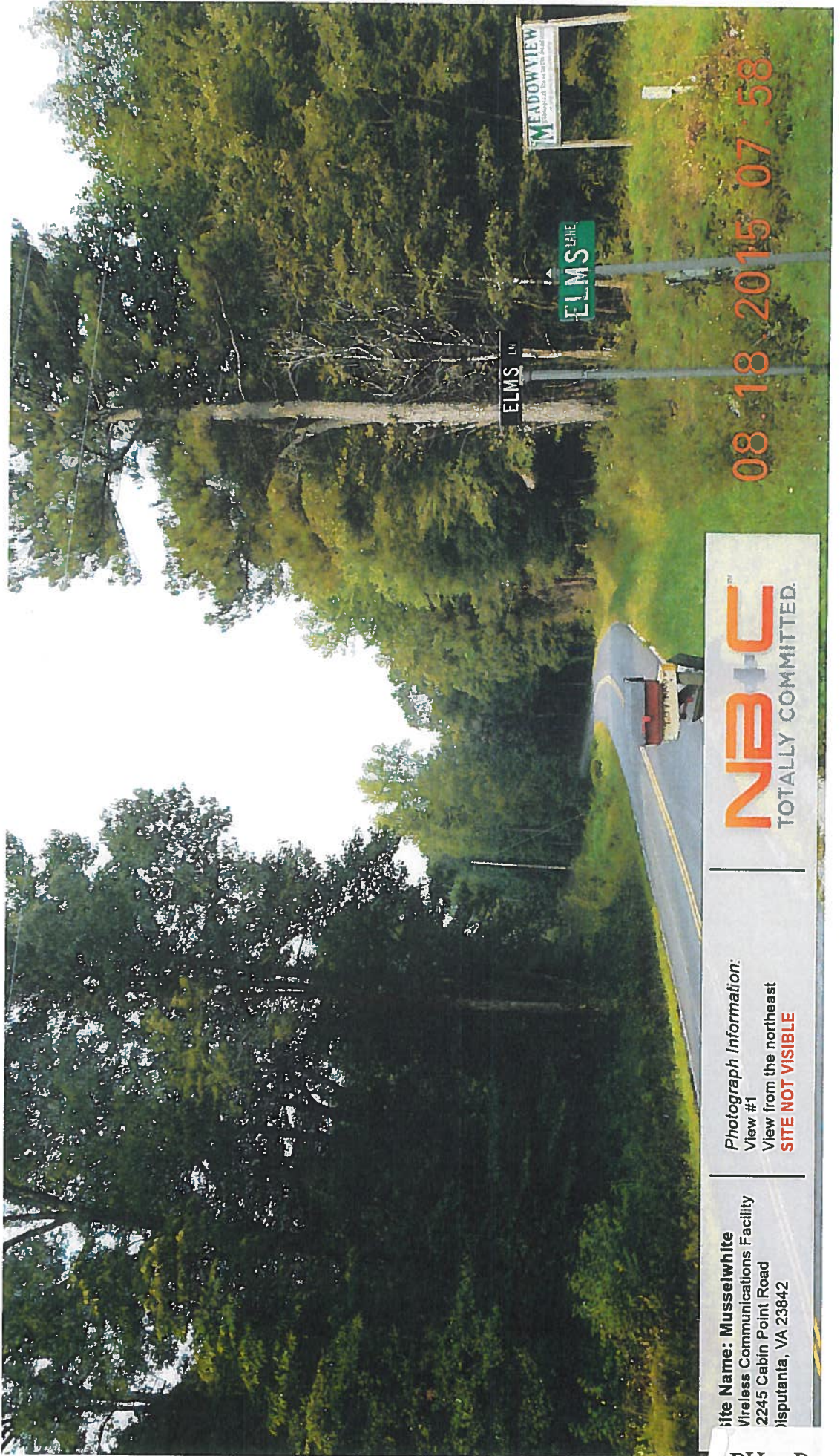
View #11

View #9

Musselwhite Location Map

● - not visible
 ● - visible

imagery Date: 10/25/2014 37°02'13.66" N 77°15'41.98" W elev 141 ft eye alt 24609 ft



08.18.2015 07:58

NBC
TOTALLY COMMITTED.

Photograph Information:
View #1
View from the northeast
SITE NOT VISIBLE

Site Name: **Musselwhite**
Wireless Communications Facility
2245 Cabin Point Road
Hispoutanta, VA 23842



Site Name: Musse/white
Wireless Communications Facility
12245 Cabin Point Road
Disputanta, VA 23842

Photograph Information:
View #3
View from the north-northeast
Showing 194' Balloon Test

NBIC
TOTALLY COMMITTED.

08.18.2015 08:21



Site Name: Musselwhite
Wireless Communications Facility
2245 Cabln Point Road
Lisputanta, VA 23842

Photograph Information:
View #3
View from the north-northeast
Showing the Proposed Site



08.18.2015 08:21



Site Name: MusseIwhite
Wireless Communications Facility
22245 Cabin Point Road
Disputanta, VA 23842

Photograph Information:
View #4
View from the west-northwest
Showing 194' Balloon Test

NBIC
TOTALLY COMMITTED

08.18.2015 08:28

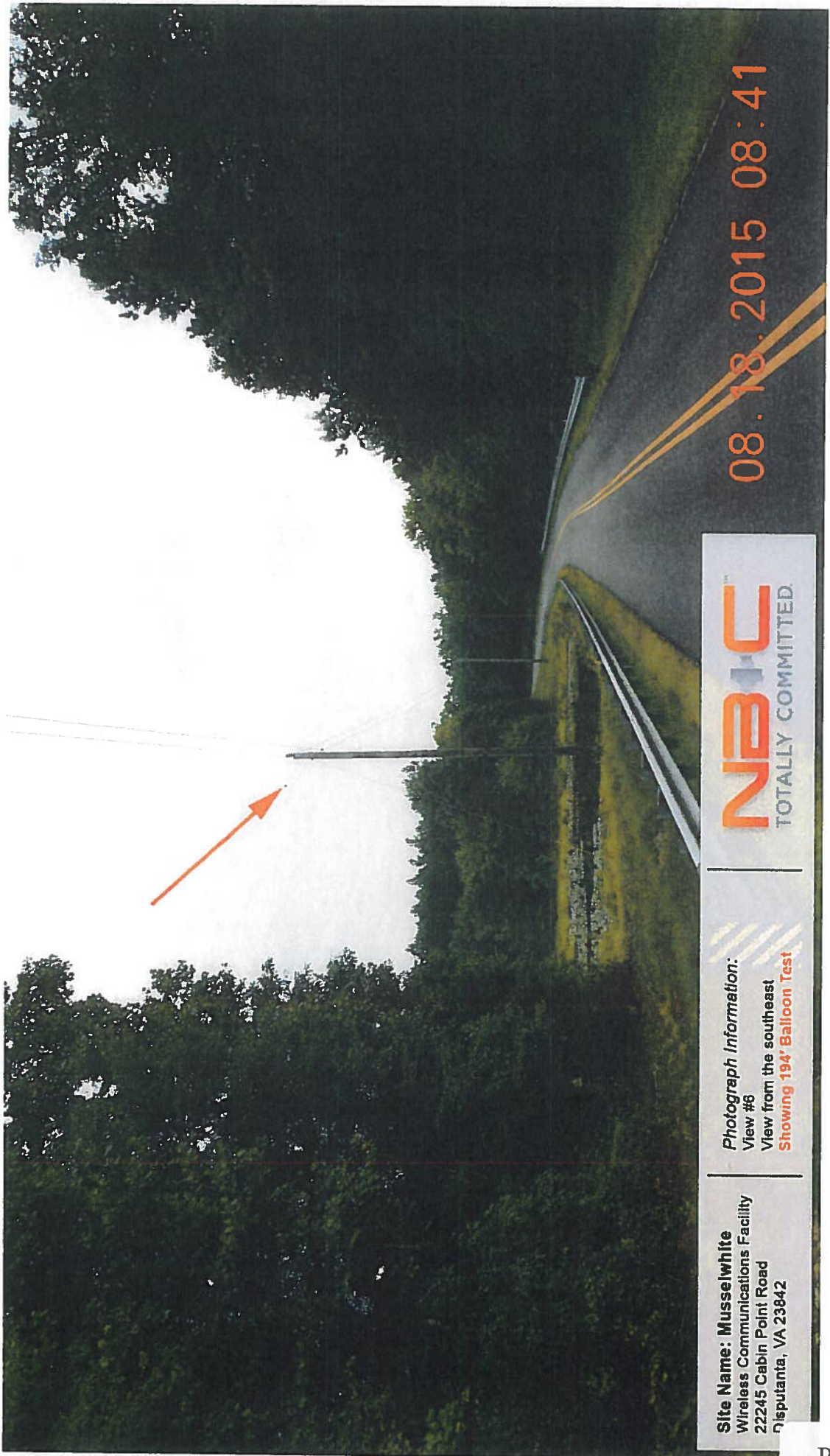


Site Name: Musselwhite
Wireless Communications Facility
22245 Cabin Point Road
Leoputanta, VA 23842

Photograph Information:
View #4
View from the west-northwest
Showing the Proposed Site



08.18.2015 08:28



08.18.2015 08:41

NBIC
TOTALLY COMMITTED

Photograph Information:
View #6
View from the southeast
Showing 194' Balloon Test

Site Name: MusseIwhite
Wireless Communications Facility
22245 Cabin Point Road
Disputanta, VA 23842



08.18.2015 08:41

NBC
TOTALLY COMMITTED.

Photograph Information:
View #6
View from the southeast
Showing the Proposed Site

Site Name: Musselwhite
Wireless Communications Facility
22245 Cabin Point Road
Disputanta, VA 23842

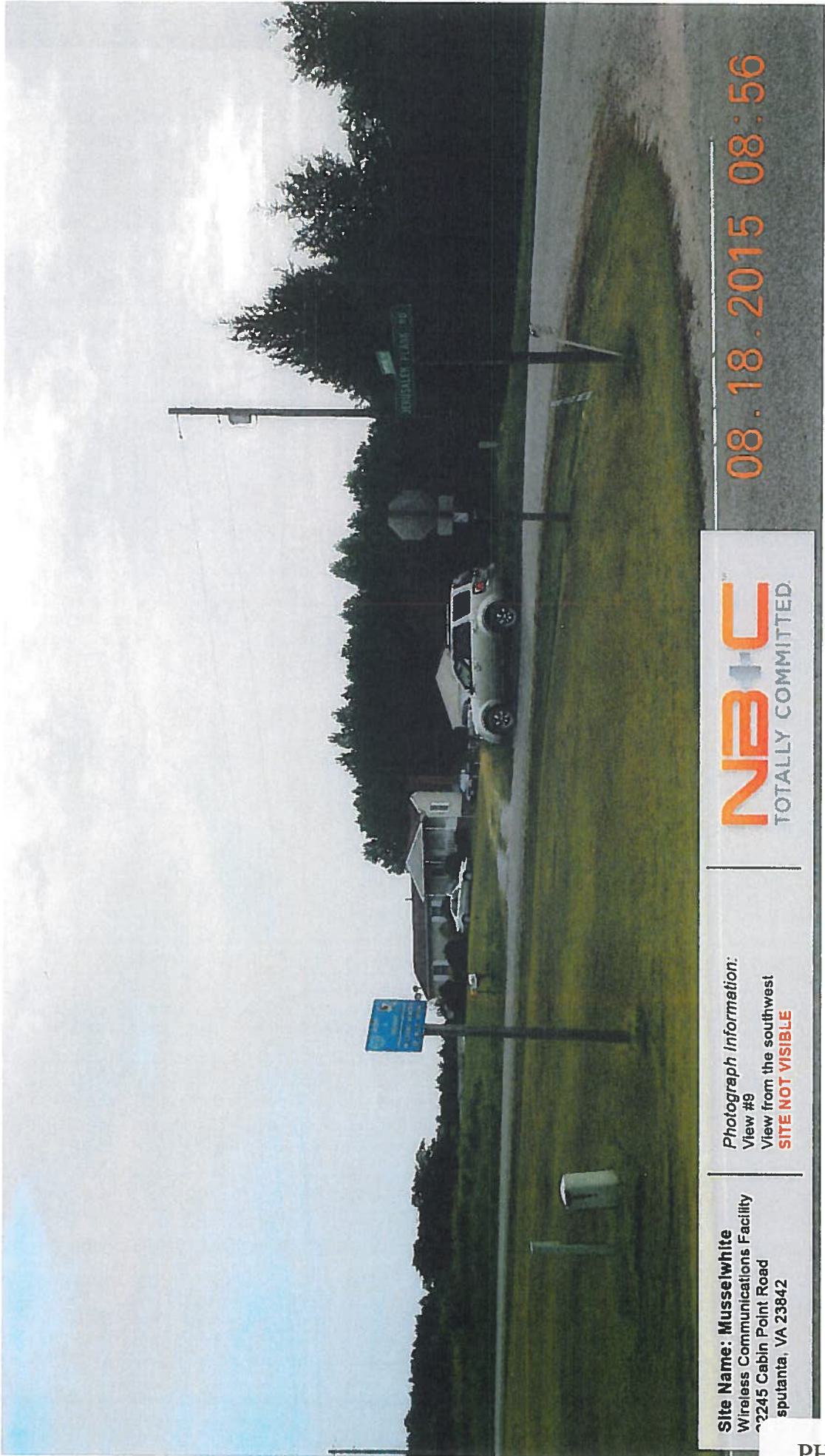


08.18.2015 08:46

NBC
TOTALLY COMMITTED.

Photograph Information:
View #7
View from the south-southwest
SITE NOT VISIBLE

Site Name: **Musselwhite**
Wireless Communications Facility
2245 Cabin Point Road
Disputanta, VA 23842

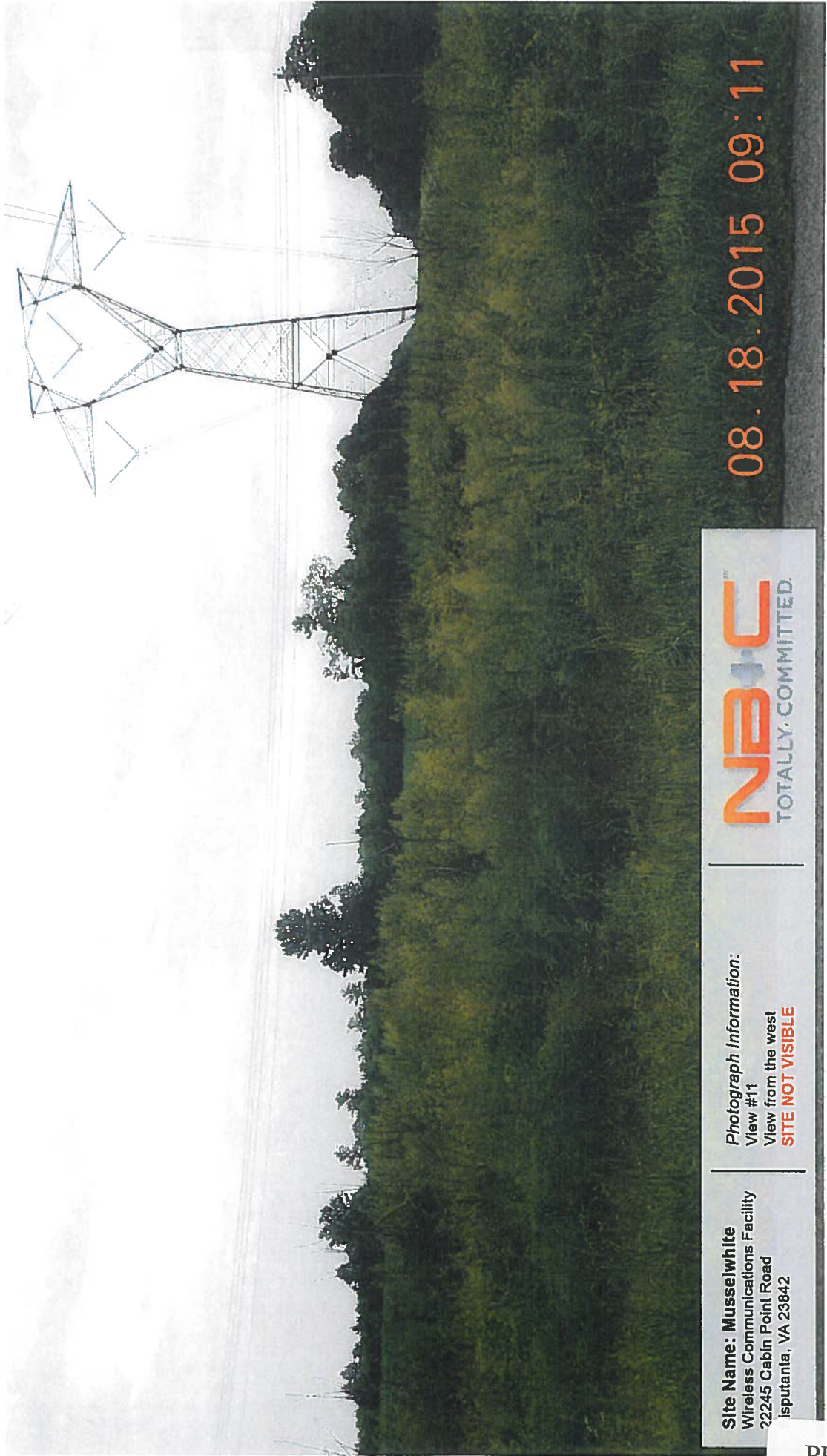


Site Name: Musselwhite
Wireless Communications Facility
2245 Cabin Point Road
Spartanburg, VA 23842

Photograph Information:
View #9
View from the southwest
SITE NOT VISIBLE

NBIC
TOTALLY COMMITTED.

08.18.2015 08:56



Site Name: Musselwhite
Wireless Communications Facility
22245 Cabin Point Road
Isputanta, VA 23942

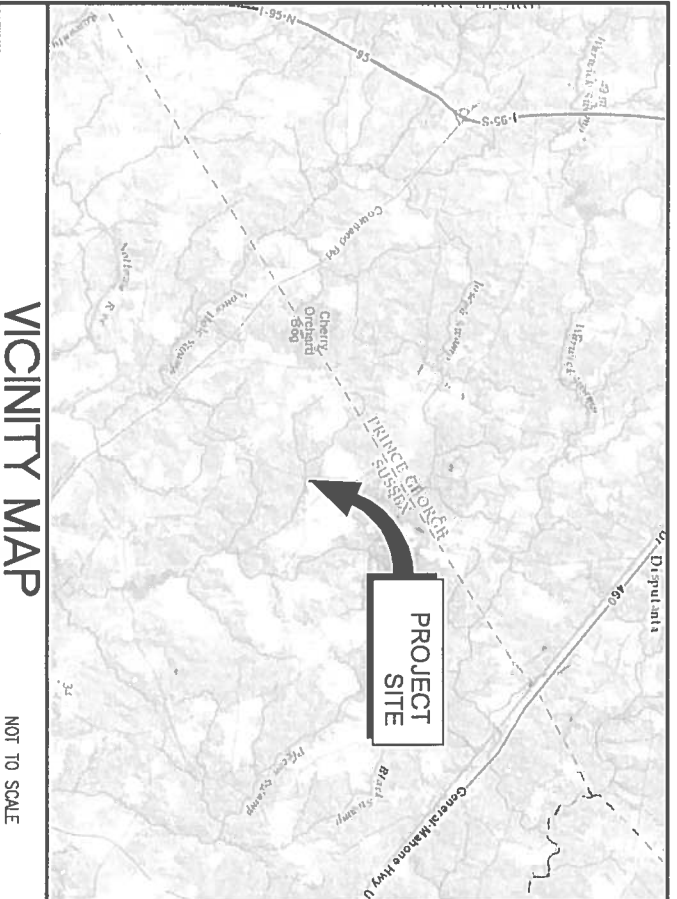
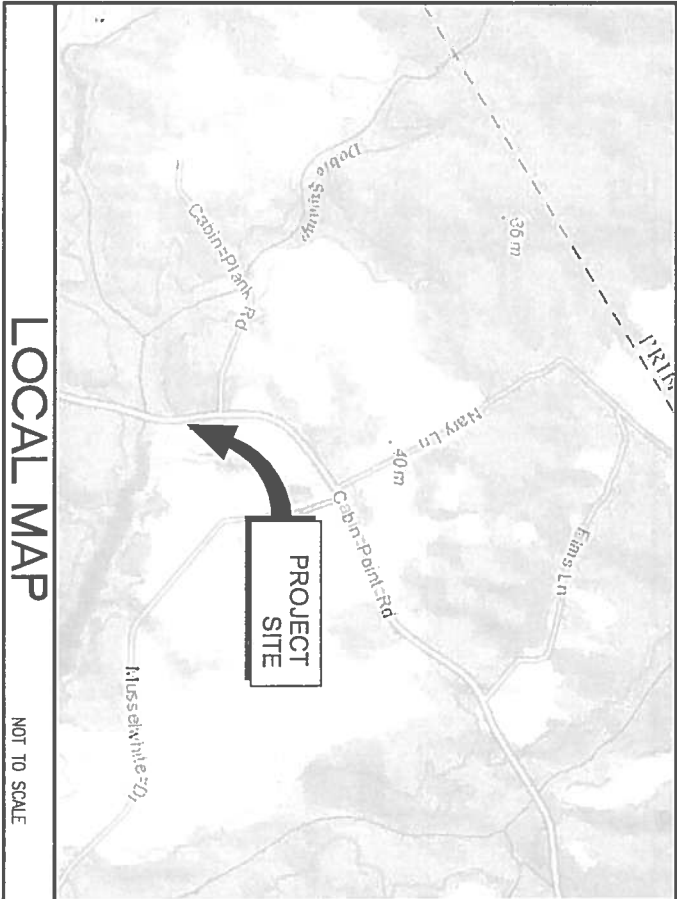
Photograph Information:
View #11
View from the west
SITE NOT VISIBLE

NBC
TOTALLY COMMITTED.

08.18.2015 09:11



DIRECTIONS TO SITE:
 FROM RICHMOND:
 TAKE LEFT ONTO RADY ST. THEN LEFT ONTO MAGNOLIA ST. RIGHT ONTO US-360 W/MECHANICSVILLE TPKE. THEN TAKE RAMP FOR I-64 W. AT EXIT 190 TAKE RAMP LEFT FOR I-95 S TOWARD PETERSBURG. AT EXIT 41 TAKE RAMP RIGHT FOR US-301/VA-35/COURTLAND RD. TURN RIGHT ON US-301/VA-35/COURTLAND RD. KEEP STRAIGHT ONTO VA-35/COURTLAND RD THE TURN LEFT ONTO CABIN POINT ROAD.



E911
 PARCEL

MUSSELWHITE CABIN POINT ROAD DISPUTANTA, VA 23842

PROJECT DESCRIPTION
 INSTALLATION OF A COMPOUND AND ASSOCIATED EQUIPMENT IN
 RAW-LAND LEASE AREA

UTILITIES INFORMATION:
 POWER: PRINCE GEORGE ELECTRIC CO-OP
 804-834-2424
 TELEPHONE: VERIZON
 804-834-8376

**2 WORKING DAYS
 BEFORE YOU DIG**
 811
 TOLL FREE
 MISS UTILITY

EMERGENCY INFORMATION:
 LOCAL FIRE AND EMERGENCY SERVICES
 804-843-2330
 LOCAL EMERGENCY POLICE DISPATCH
 434-246-5351

PROJECT TEAM	
REAL ESTATE	LEE STRICKLAND PHONE NUMBER (703) 314-3424
ZONING	JEFF HOLLAND PHONE NUMBER (757) 817-6628
CONSTRUCTION:	AL BROWNE PHONE NUMBER (804) 615-1848
UTILITIES	DICK MENDOR PHONE NUMBER (804) 972-4994
ENVIRONMENTAL CONSULTANT:	WILLIAM FUNK PHONE NUMBER (703) 478-0055

REV. NO.	DESCRIPTION	BY	DATE	REV. NO.	DESCRIPTION	BY	DATE
1	ENSITE PLAN	WAS	04/24/15	5	REVISED ZONING DRAWINGS	WAS	08/24/15
2	ZONING DRAWINGS	WAS	05/19/15				
3	REVISED ZONING DRAWINGS	WAS	07/09/15				
4	REVISED ZONING DRAWINGS	WAS	08/11/15				

A & E CONSULTING TEAM
ARCHITECTURE AND ENGINEERING:
 CLARK NEXSEN
 1331 L STREET NW, SUITE 600
 WASHINGTON, DC 20005
 PROJECT MANAGER:
 TELEPHONE: (202) 461-3287
 STUART PATTERSON, PE
 (202) 461-3287
 FAX NUMBER: (202) 461-3265

SURVEY:
 CAUSEWAY CONSULTANTS, PC
 P.O. BOX 15039
 CHESAPEAKE, VA 23328
 CONTACT: ED WHITE, L.S.
 TELEPHONE: (757) 482-0474

PROJECT SUMMARY
PROPERTY OWNER:
 DALE L CUPP
 22245 CABIN POINT ROAD
 DISPUTANTA, VA 23842

TOWER OWNER:
 VERIZON WIRELESS
 1831 RADY COURT
 RICHMOND, VA 23222

PROJECT INFO:
 LOCATION NAME: MUSSELWHITE

APPLICANT INFORMATION:
 VERIZON WIRELESS
 1831 RADY COURT
 RICHMOND, VA 23222
 CONTACT: MATT WINSTEAD
 TELEPHONE: (804) 306-0275
 FAX NUMBER: (804) 321-0398

PROJECT DATA:
 ZONING: A-1
 TAX MAP # 12-A-7
 ACRES: 31.405
 JURISDICTION: SUSSEX COUNTY
 SITE TYPE: RAW-LAND
 TOWER TYPE: MONOPOLE
 TOWER HEIGHT: 195± AGL
 OVERALL TOWER HEIGHT: 199± AGL
 LEASE AREA: 10,000 SQ FT
 AREA OF LAND DISTURBANCE: 8,500 SQ FT

GEOGRAPHIC COORDINATES: (TAKEN FROM 2C LETTER)
 LATITUDE: 37°02'45.720" N
 LONGITUDE: 77°15'08.4522" W
 ELEVATION: 99.0' (NAVD 88)

ADA COMPLIANCE:
 FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION.
 SITE WILL NOT BE SERVED BY CITY SEWER OR WATER.

INDEX OF DRAWINGS	
Sheet Number	Sheet Title
G-1	GENERAL
C-1	COVER SHEET
C-1A	SITE PLAN
C-2	EXISTING CONDITIONS AND DEMOLITION PLAN
C-2A	ENLARGED SITE PLAN
C-3	ELEVATION VIEW
C-4	EQUIPMENT PLAN
C-5	DETAILS

CLARK NEXSEN
 1331 L Street, NW
 Suite 600
 Washington, DC 20005
 202.461.3280

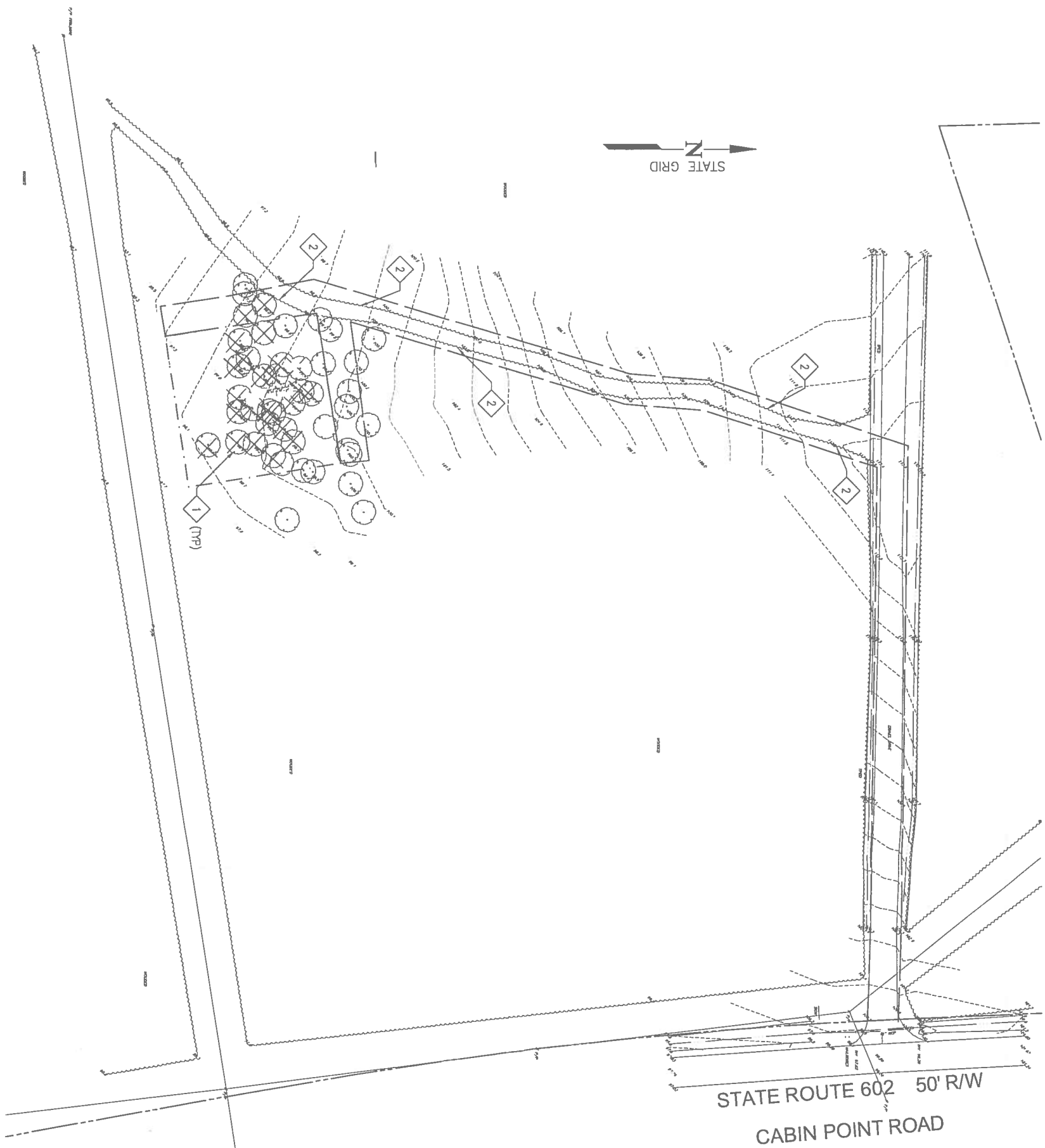
verizon wireless
 1831 RADY COURT
 RICHMOND, VA 23222



SITE INFO:
 MUSSELWHITE
 RAW-LAND
 CABIN POINT ROAD
 DISPUTANTA, VA
 23842
 SUSSEX COUNTY

DESIGN:	WAS
DRAWN:	WAMD
REVIEW:	WAS
TTV DATE:	12-11-14
COMM. NO.:	5833-134
SUBMITTALS	
SM1	DESCRIPTION DATE
Δ	ENSITE PLAN 04/24/15
Δ	ZONING DRAWINGS 05/19/15
Δ	REVISED ZONING DRAWINGS 07/09/15
Δ	REVISED ZONING DRAWINGS 08/11/15
Δ	REVISED ZONING DRAWINGS 08/24/15

SHEET NO.:
 COVER SHEET
G-1



DEMOLITION NOTES

1. REMOVE TREE
2. TRIM EXISTING TREELINE

GRAPHIC SCALE(S)

FOR 22" X 34" PLOT - 1" = 40'
FOR 11" X 17" PLOT - 1" = 80'

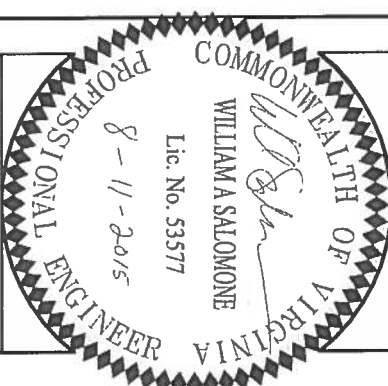


CLARK NEXSEN

1331 L Street, NW
Suite 600
Washington, DC 20005
202.461.3280

verizon wireless

1831 RADY COURT
RICHMOND, VA 23222



STEINBO:
MUSSELWHITE

RAW-LAND

**CABIN POINT ROAD
DISPUTANTA, VA
23842**

SUSSEX COUNTY

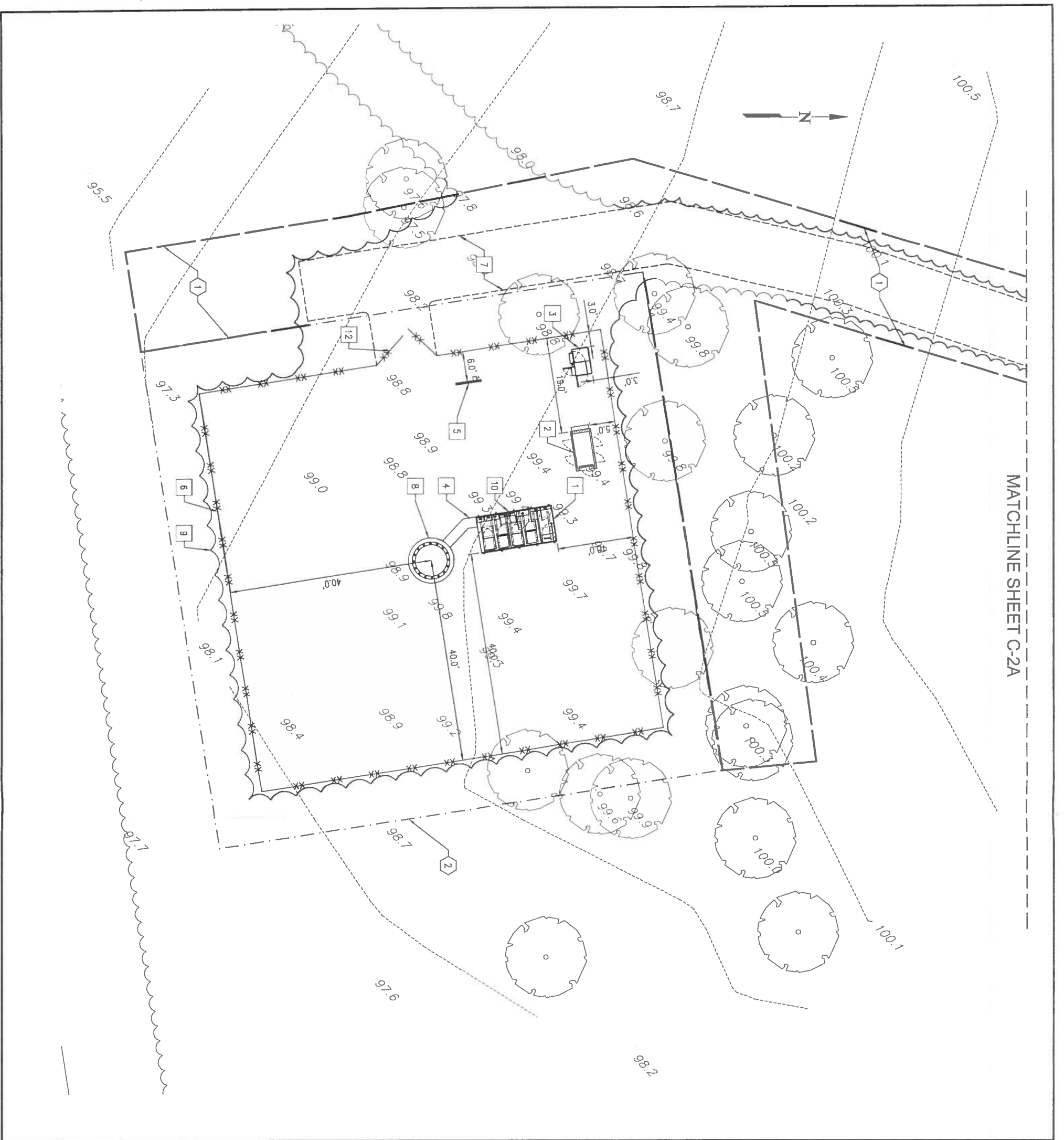
DESIGN:	WAS
DRAWN:	JAW
REVIEW:	SPP
TTV/DATE:	12-11-14
COMM. NO.	5833-134

SM#	DESCRIPTION	DATE
1	ENRTE PLAN	04/24/15
2	ZONING DRAWINGS	05/19/15
3	REVISED ZONING DRAWINGS	07/09/15
4	REVISED ZONING DRAWINGS	08/11/15

**EXISTING
CONDITIONS AND
DEMOLITION
PLAN**

SHEET NO.:

11A



GENERAL NOTES

1. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL ASSUME THE RESPONSIBILITY OF LOCATING ANY UNDERGROUND UTILITIES (PUBLIC OR PRIVATE) THAT MAY EXIST AND CROSS THROUGH THE AREA OF CONSTRUCTION THAT ARE NOT SHOWN ON THESE PLANS. BEFORE YOU DIG, CALL "MISS UTILITY" AT 811. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING, AT HIS EXPENSE, ANY EXISTING UTILITIES DAMAGED DURING CONSTRUCTION.
2. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE INSTALLED BY CONTRACTOR IN ACCORDANCE WITH THE LATEST EDITION OF VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK BEFORE LAND DISTURBANCE COMMENCEMENT AND CHECKED PERIODICALLY TO ENSURE THEY ARE FUNCTIONING AS INDICATED.
3. THE STOCKPILING OF EXCESS MATERIAL ON SITE WILL NOT BE ALLOWED.
4. ANY VEGETATED AREA DISTURBED BY CONSTRUCTION SHALL BE THE RESPONSIBILITY OF CONTRACTOR TO SEED AND ESTABLISH A PERMANENT VEGETATIVE COVER.
5. THE CONTRACTOR IS RESPONSIBLE FOR MEANS AND METHODS OF CONSTRUCTION. SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH OSHA REQUIREMENTS.
6. THE CONTRACTOR IS RESPONSIBLE FOR SITE LAYOUT AND CONSTRUCTION STAKING. LOCATION OF EXISTING STRUCTURES AND UTILITIES MUST BE CONFIRMED BY THE CONTRACTOR.
7. ALL WORK SHALL BE ACCOMPLISHED IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL CODES OR ORDINANCES.
8. THE INDICATED DIRECTION OF NORTH WILL HAVE TO BE VERIFIED IN THE FIELD.

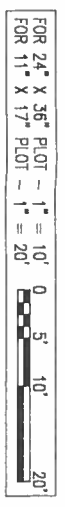
LEASE NOTES

1. NEW VERIZON WIRELESS 20' WIDE INGRESS/EGRESS AND UTILITY EASEMENT
2. NEW VERIZON WIRELESS 100' X 100' LEASE AREA

CONSTRUCTION NOTES

1. NEW VERIZON WIRELESS 7' X 15' BEAM AND GRATE EQUIPMENT PLATFORM ON CONCRETE PAD FOR CABINETS
2. NEW VERIZON WIRELESS, CUMMINS DIESEL GENERATOR ON A 4' X 8' CONCRETE PAD
3. NEW VERIZON WIRELESS MESA CABINET ON A STRONGWELL BOX
4. NEW VERIZON WIRELESS 94 LF ICE BRIDGE
5. NEW VERIZON WIRELESS METER ON H-FRAME
6. NEW VERIZON WIRELESS 80' X 80' FENCED GRAVEL COMPOUND
7. NEW VERIZON WIRELESS 12' WIDE GRAVEL ACCESS ROAD
8. NEW VERIZON WIRELESS 199' MONOPOLE
9. NEW TREELINE
10. NEW VERIZON WIRELESS 15' WIDE EQUIPMENT STAND WITH ICE BRIDGE
11. NEW VERIZON WIRELESS 12' WIDE GATE

GRAPHIC SCALE(S)



CLARK NEXSEN
 1331 L Street, NW
 Suite 800
 Washington, DC 20005
 202.461.3260

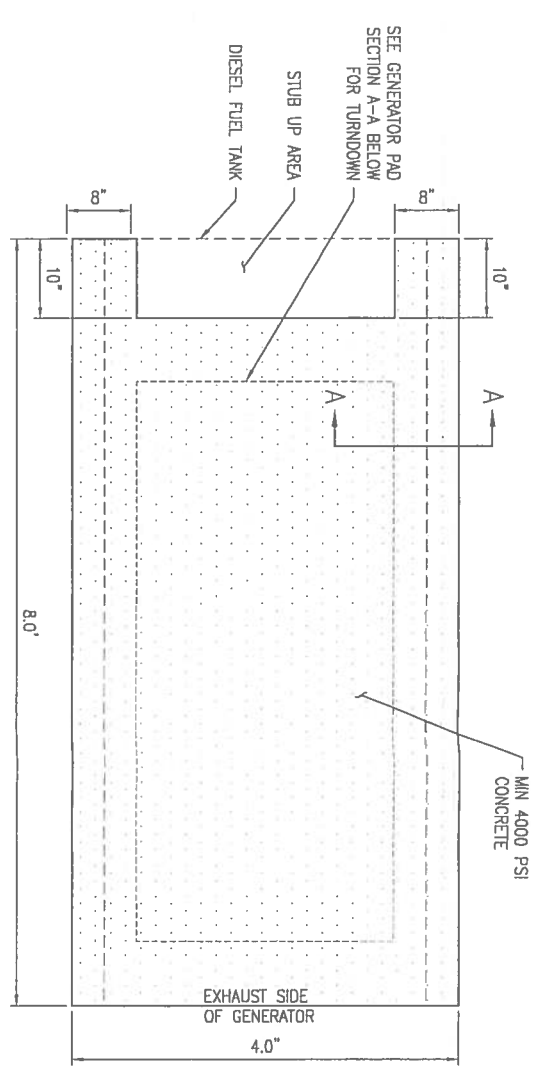
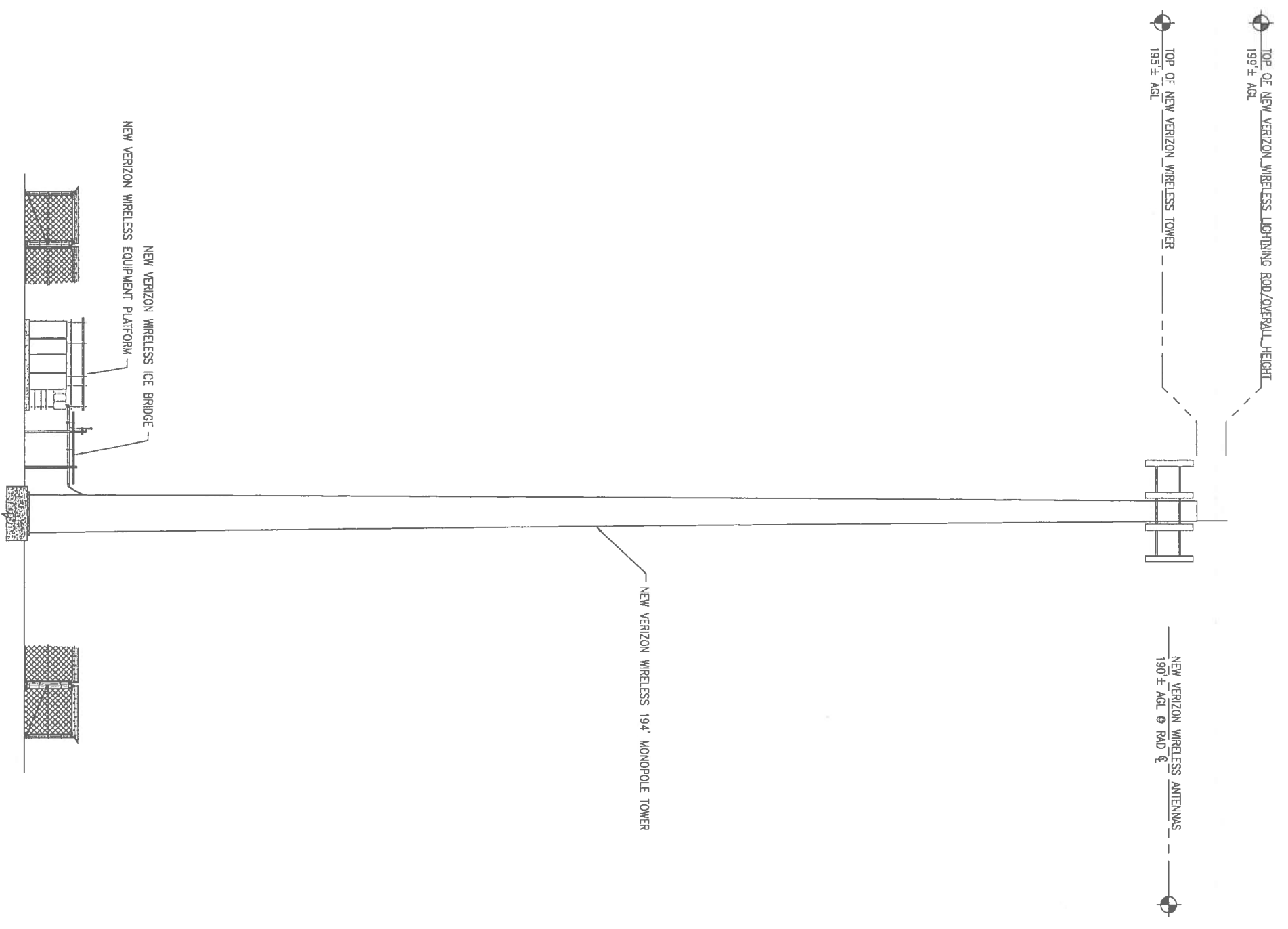
verizon wireless
 1831 RADY COURT
 RICHMOND, VA 23222



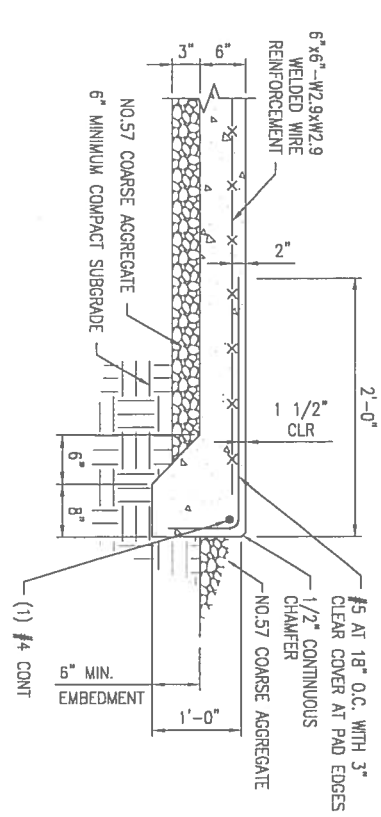
SITE NO.:
 MUSSELWHITE
 RAW-LAND
 CABIN POINT ROAD
 DISPUTANTA VA
 23842
 SUSSEX COUNTY

DESIGN:	WAS
DRAWN:	WMD
REVIEW:	WAS
TTY DATE:	12-11-14
COMM. NO.:	5833-134
SUBMITTALS	
SM#	DATE
Δ	04/24/15
Δ	05/19/15
Δ	07/09/15
Δ	08/11/15
Δ	08/24/15

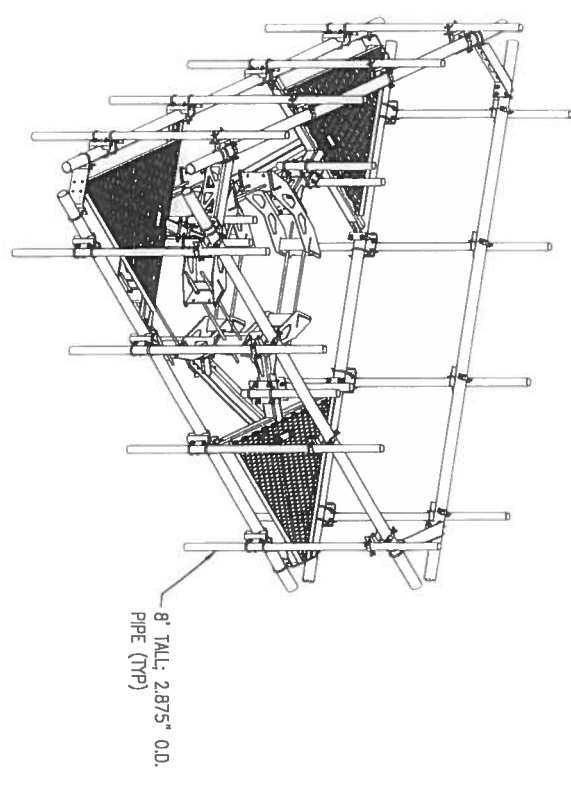
ENLARGED SITE PLAN



GENERATOR PAD DETAIL
NO SCALE



GENERATOR PAD SECTION A-A
NO SCALE



NOTE:
FTS MONOPOLES DIAMETER 12" TO 36"

LOW PROFILE ANTENNA MOUNT PLATFORM WITH KICKER
SITE PRO 1 # RMQP-4096-HK OR EQUAL
NO SCALE

CLARK NEXSEN
1331 L Street, NW
Suite 600
Washington, DC 20005
202.461.3260

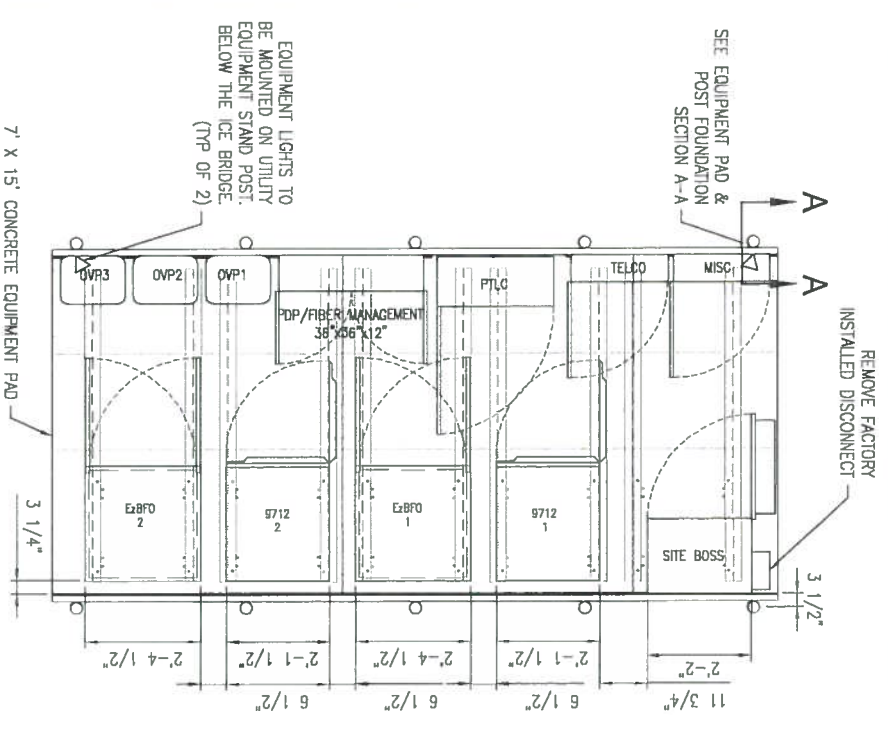
verizon wireless
1831 RADY COURT
RICHMOND, VA 23222



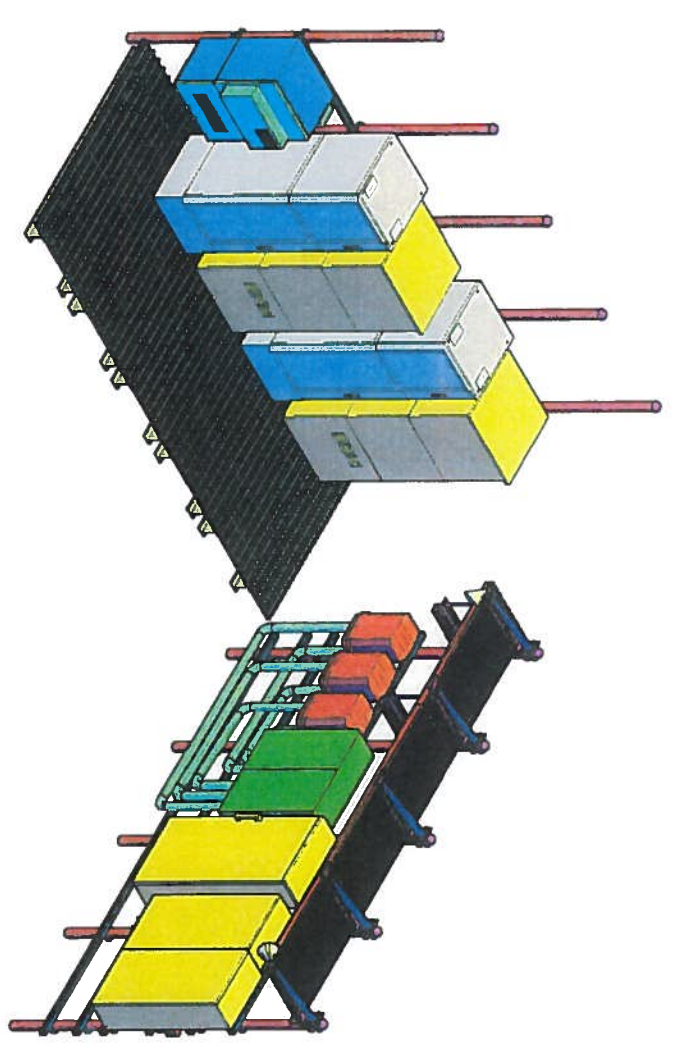
SITE INFO:
MUSSELWHITE
RAW-LAND
CABIN POINT ROAD
DISPUTANTA, VA
23842
SUSSEX COUNTY

DESIGN:	WAS	
DRAWN:	WAS	
REVIEW:	WAS	
TTV DATE:	12-1-14	
COMM. NO.	5833-134	
SUBMITTALS		
SY#	DESCRIPTION	DATE
1	EXISTE PLAN	04/24/15
2	ZONING DRAWINGS	05/19/15
3	REVISED ZONING DRAWINGS	07/09/15
4	REVISED ZONING DRAWINGS	08/11/15

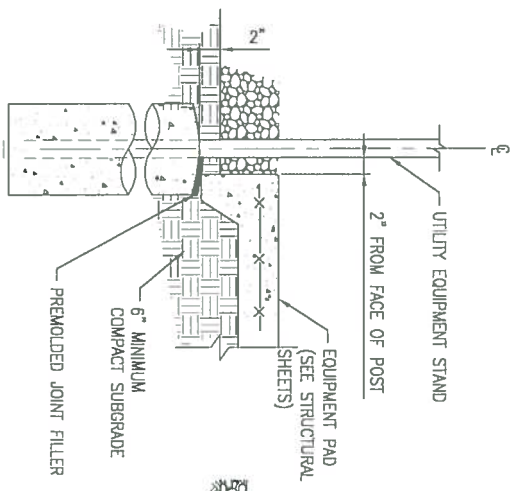
SHEET NAME
ELEVATION VIEW



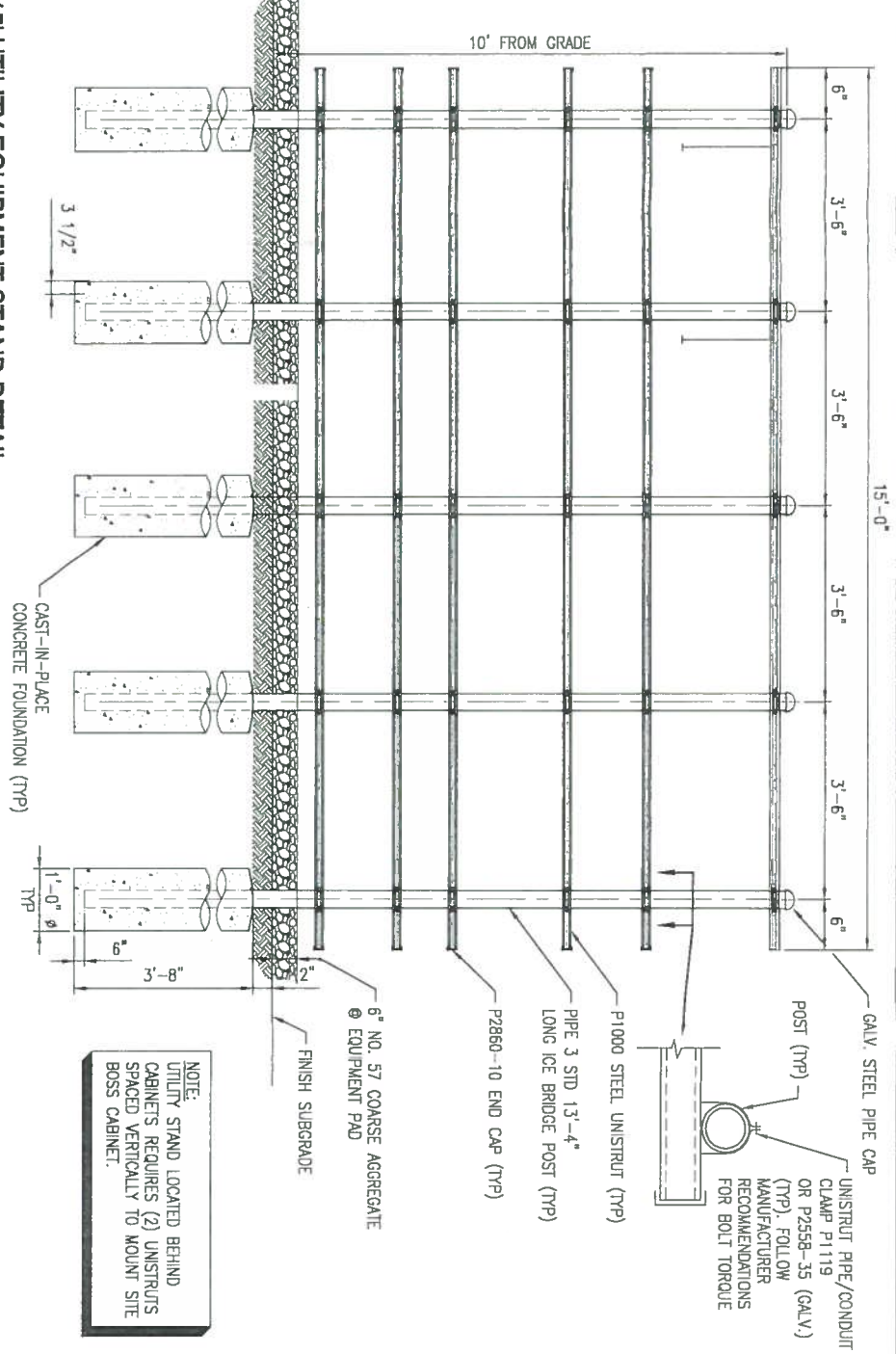
EQUIPMENT LAYOUT PLAN
 SCALE: 1/2" = 1'-0"
 FOR 22' X 34' PLOT - 1/2" = 1'-0"
 FOR 11' X 17' PLOT - 1/4" = 1'-0"



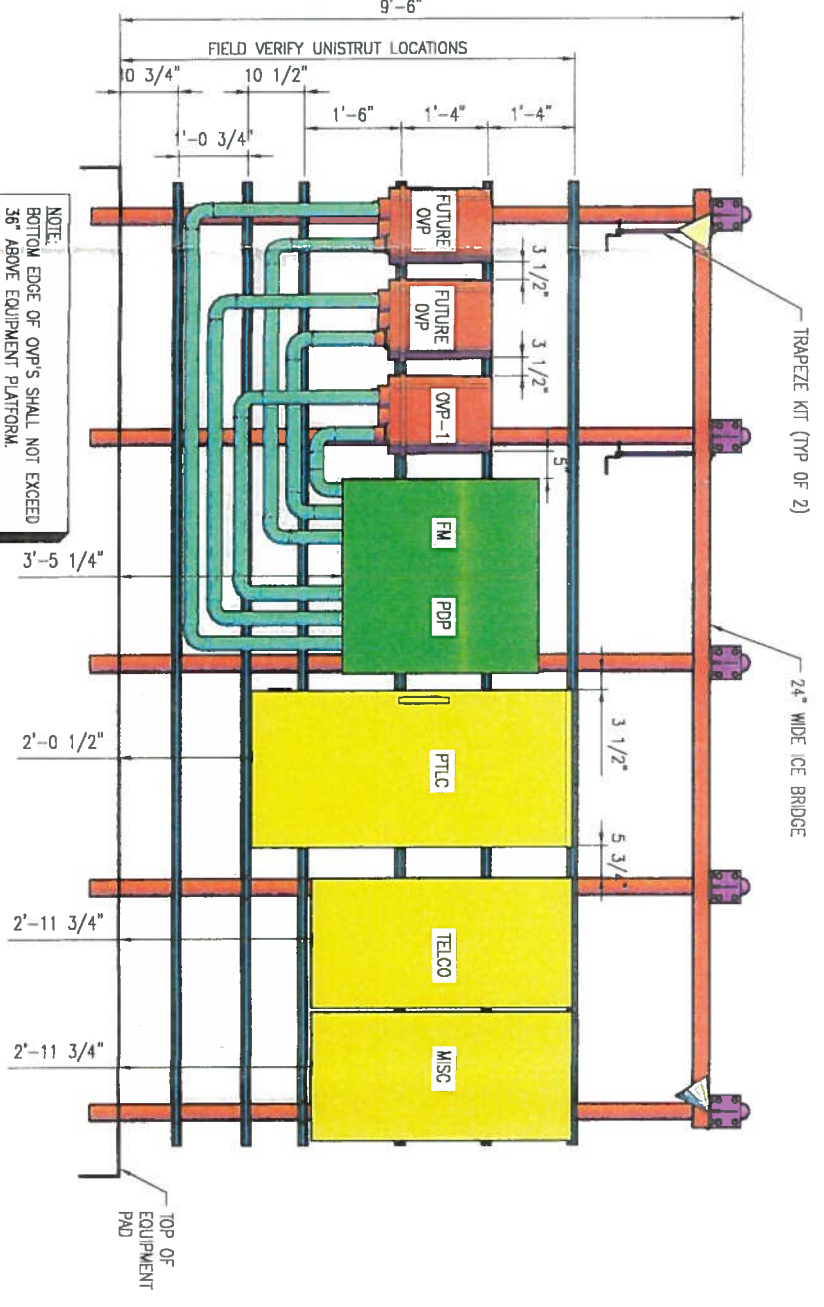
ISOMETRIC EQUIPMENT LAYOUT
 NO SCALE



EQUIPMENT PAD & POST FOUNDATION SECTION AA
 NO SCALE



15' UTILITY EQUIPMENT STAND DETAIL
 NO SCALE



EQUIPMENT RISER DIMENSIONS
 NO SCALE

CLARK NEXSEN
 1331 L Street, NW
 Suite 600
 Washington, DC 20005
 202.461.3260

verizon wireless
 1831 RAYO COURT
 RICHMOND, VA 23222



MUSSELWHITE
 RAW-LAND
 CABIN POINT ROAD
 DISPUTANTA, VA
 23842
 SUSSEX COUNTY

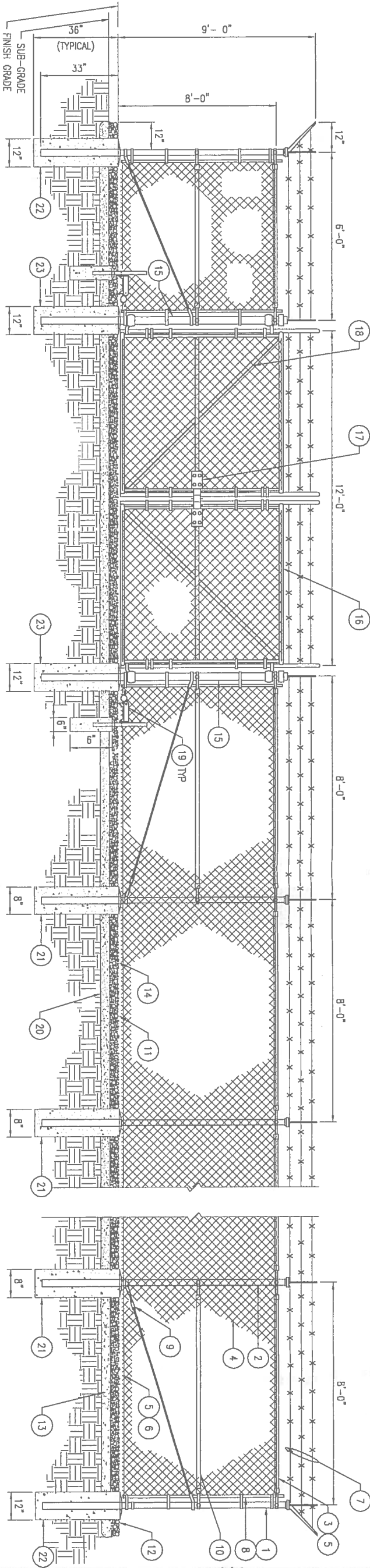
DESIGN:	WAS	
DRAWN:	JAW	
REVIEW:	SPP	
TTV DATE:	12-11-14	
COMM. NO.:	5833-134	
SUBMITTALS		
SY#	DESCRIPTION	DATE
1	ENRTE PLAN	04/24/15
2	ZONING DRAWINGS	05/19/15
3	REVERSED ZONING DRAWINGS	07/09/15
4	REVERSED ZONING DRAWINGS	08/11/15

EQUIPMENT PLAN

NOTES

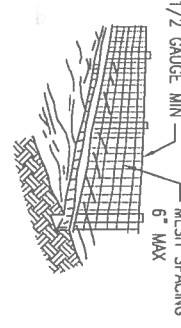
1. CORNER, END OR PULL POST 3" NOMINAL SCHEDULE 40 PIPE
2. LINE POST: 2 1/2" SCHEDULE 40 PIPE, PER ASTM-F1083. LINE POSTS SHALL BE EQUALLY SPACED AT MAXIMUM 8'-0" OC
3. TOP RAIL & BRACE RAIL: 1 1/2" PIPE, PER ASTM-F1083
4. FABRIC: 9 GA CORE WIRE SIZE 2" MESH, CONFORMING TO ASTM-A392
5. THE WIRE: MINIMUM 11 GA GALVANIZED STEEL AT POSTS AND RAILS A SINGLE WRAP OF FABRIC TIE AND AT TENSION WIRE BY HOG RINGS SPACED MAX. 24" INTERVALS
6. TENSION WIRE: 9 GA GALVANIZED STEEL
7. BARBED WIRE: DOUBLE STRAND 12-1/2" OD TWISTED WIRE TO MATCH WITH FABRIC 14 GA, 4 POINT BARBS SPACED ON APPROXIMATELY 5" CENTERS.
8. STRETCHER BAR
9. 3/8" DIAGONAL ROD WITH GALVANIZED STEEL TURNBUCKLE OR DIAGONAL THREADED ROD
10. FENCE CORNER POST BRACE: 1 5/8" DIA EACH CORNER EACH WAY
11. 1 1/2" MAXIMUM CLEARANCE FROM GRADE
12. 4" FINISH OR AS DETERMINED BY CONSTRUCTION MANAGER DURING BID WALK.
13. 6" COMPACTED 92% BASE MATERIAL OR AS DETERMINED BY CONSTRUCTION MANAGER DURING BID WALK
14. FINISH GRADE SHALL BE UNIFORM AND LEVEL
15. GATE POST 4" SCHEDULE 40 PIPE, FOR GATE WIDTHS UP THRU 7 FEET OR 14 FEET FOR DOUBLE SWING GATE, PER ASTM-F1083
16. GATE FRAME: 1 1/2" PIPE, PER ASTM-F1083
17. GATE LOCKING DEVICE (OFCI)
18. 1-1/2" PAIR INDUSTRIAL MALLEABLE IRON OFFSET PIN HINGE (PAGE-WILSON M-6 OR EQUAL)
19. GATE LATCH
20. LINE POST: CONCRETE FOUNDATION (4000 PSI)
21. CORNER POST: CONCRETE FOUNDATION (4000 PSI)
22. GATE POST: CONCRETE FOUNDATION (4000 PSI)
1. INSTALL FENCING PER ASTM F-567
2. INSTALL SWING GATES PER ASTM F- 900
3. LOCAL ORDINANCE OF BARBED WIRE PERMIT REQUIREMENT SHALL BE COMPLETED IF REQUIRED. POST & GATE PIPE SIZES ARE INDUSTRY STANDARDS. ALL PIPE TO BE 1 1/2" GALV (HOT DIP, ASTM A120 GRADE "A" STEEL). ALL GATE FRAMES SHALL BE WELDED. ALL WELDING SHALL BE COATED WITH (3) COATS OF GILD GALV. (OR EQUAL).
4. ALL OPEN POSTS SHALL HAVE END-CAPS.
5. USE GALVANIZED HOG-RING WIRE TO MOUNT ALL SIGNS. ALL SIGNS MUST BE MOUNTED ON INSIDE OF FENCE FABRIC.

CONSTRUCTION NOTES

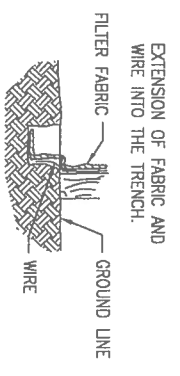
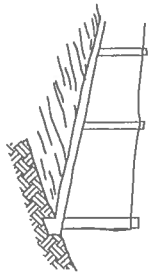
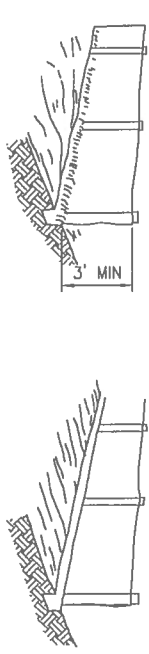


COMPOUND FENCE DETAIL
NO SCALE

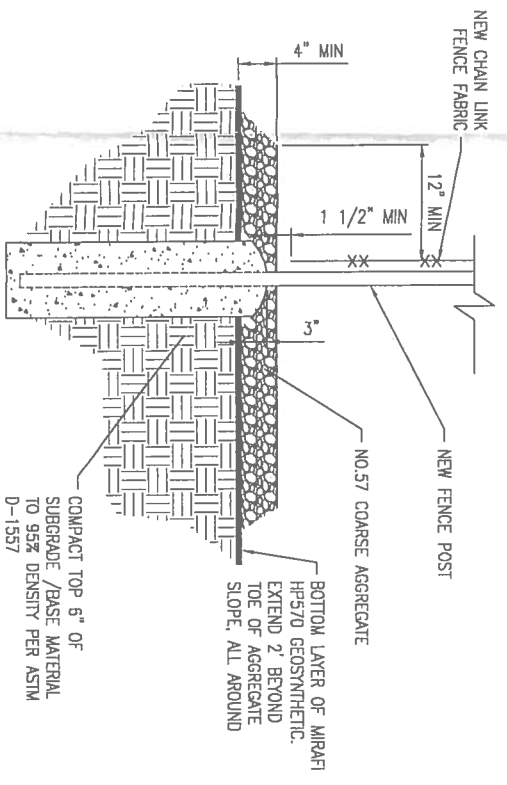
1. SET POSTS AND EXCAVATE A 4"x4" TRENCH UPSLOPE ALONG THE LINE OF POSTS.
2. STAPLE WIRE FENCING TO THE POSTS.



3. ATTACH THE FILTER FABRIC IT INTO THE TRENCH.
4. BACKFILL AND COMPACT THE EXCAVATED SOIL.



TEMPORARY SILT FENCE
NO SCALE

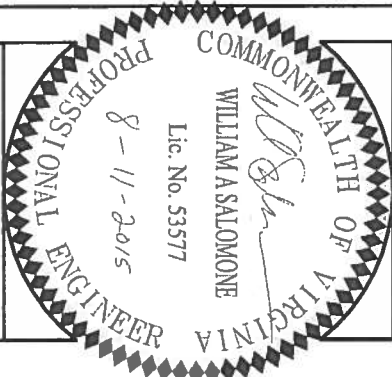


SECTION - COMPOUND AREA
NO SCALE

CLARK NEXSEN
1331 L Street, N.W.
Suite 600
Washington, DC 20005
202.461.3260



1831 RADY COURT
RICHMOND, VA 23222



MUSSELWHITE
RAW-LAND
CABIN POINT ROAD
DISPUTANTA, VA
23842

SUSSEX COUNTY

DESIGN:	WAS	
DRAWN:	JAW	
REVIEW:	SPP	
T/VD DATE:	12-11-14	
COMM. NO.	5833-134	
SUBMITTALS		
SM1	DESCRIPTION	DATE
Δ	ENGINE PLAN	04/24/15
Δ	ZONING DRAWINGS	05/19/15
Δ	REVISED ZONING DRAWINGS	07/09/15
Δ	REVISED ZONING DRAWINGS	08/11/15
Δ		
Δ		

DETAILS



4.02

MEMORANDUM

TO: Members, Sussex County Board of Supervisors
Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development *AMG*

RE: Conditional Use Permit Application #2016-02

DATE: July 5, 2016

The applicant, Christopher A. Harrison, seeks a conditional use permit to operate a commercial kennel (dog boarding facility) on tax map number 138-A- 17 consisting of 1.90 acres. The parcel in question is zoned A-1, General Agricultural District which allows the proposed use with a conditional use permit. The address of the subject property is 12337 Bell Road, Jarratt, VA 23867. The site in question is located on the north line of Route 644 approximately 580 feet east of the intersection of Route 644 (Bell Road) and Route 645 (Owen Road) in the Henry Election District.

RECOMMEDATION – Approval

The Planning Commission held a public hearing on June 6, 2016 to consider this request and voted unanimously (**10 – 0**) to forward the request to the Board of Supervisors with a recommendation for approval subject to several conditions.

Attached for the Board’s review and consideration are the staff report and supporting documents.

To date, no opposition or concerns have been received from the public.

STAFF REPORT: Conditional Use Permit Application #2016-02
Christopher A. Harrison, applicant

REQUEST

Pursuant to Section 16-22, subsection 38 of the Zoning Ordinance, the applicant, Christopher A. Harrison, seeks a conditional use permit to operate a commercial kennel (dog boarding facility) on tax map number 138-A- 17 consisting of 1.90 acres. The parcel in question is zoned A-1, General Agricultural District which allows the proposed use with a conditional use permit.

LOCATION

The property in question is located at 12337 Bell Road and is situated on the north line of Route 644 approximately 580 feet east of the intersection of Route 644 (Bell Road) and Route 645 (Owen Road) in the Henry Election District.

FINDINGS

The applicant currently has a kennel license from Sussex County for 20 dogs (see attachment) and desires to convert an existing kennel facility into a commercial boarding operation. The facility would be used to house dogs whose owners may go on vacation or have to be out of town. The applicant has indicated that no more than 20 dogs will be kept at the facility at any one time. The facility to board the dogs will be equipped with indoor plumbing, electricity, a heating unit, and air conditioning.

The general area is rural in nature. There is an existing single-family dwelling located on the subject property. Surrounding land uses includes woodlands, farmland and scattered rural residential development.

ISSUES/CONCERNS

Potential nuisances associated with dog kennels include noise from barking dogs and foul odor if the pens are not kept clean and sanitary.

PLANNING COMMISSION'S RECOMMENDATION –APPROVAL

The Planning Commission held a public hearing on June 6, 2016 to consider the request. After the public hearing, the Commission voted unanimously (10 – 0) to forward Conditional Use Permit Application #2016-02 to the Board of Supervisors with a recommendation that it be approved for the following reasons:

There are several criteria by which an application for a conditional use permit may be evaluated. The criteria state that a proposed conditional use should be:

- In accordance with adopted plans and policies;
- Compatible with the neighborhood;
- Compatible with existing land uses; and
- Compatible with development by right in the area.

The Planning Commission found Conditional Use Permit Application #2016-02 to be consistent with the four (4) criteria stated above. The proposed use should not be a nuisance to surrounding community as the site for the proposed commercial dog boarding is located in a rural location, the area is sparsely populated (with the nearest neighbor being approximately 800 yards away), and there is a natural buffer of trees surrounding the facility that should mitigate any noise or foul odors associated with the operation. Furthermore, the applicant has kept a personal kennel at this location since 1997 and the County has not received any complaints over the years.

CONDITIONS

The Planning Commission recommended the approval of Conditional Use Permit Application #2016-02 subject to the following conditions:

1. The applicant shall secure and maintain a kennel license from the County each year the facility is in operation.
2. The conditional use permit shall not be transferable or assignable.
3. All outstanding issues noted by the animal control office must be completed prior to operation.

PUBLIC OPPOSITION

To date, staff has received no objections to Conditional Use Permit Application #2016-02.

This is to certify that letters notifying adjacent property owners of a Public Hearing of the Sussex County Board of Supervisors on July 21, 2016 for **Conditional Use Permit Application #2016-02**, applicant, Christopher Harrison were mailed on July 5, 2016 to the persons listed below.

Tax Map No. 138-A-5

Freddie Myrick
66-40th Street #2 L
Irvington, NJ 07111

Tax Map No. 138-A-15

MWF Azalea LLC.
654 North State Street
Jackson, MS 39202

Tax Map No. 138-A-18

Curtis W Owen
19051 Andrews Road
Stony Creek, VA 23882

Tax Map No. 138-A-19

Mamie D. Rose
C/O Clayton Rose
12499 Bell Road
Jarratt, VA 23867



Signature

Director of Community Development

Title

Sussex County Animal Control
Individual Kennel Inspection Form

Kennel Name/Owner

Chris Harrison

Date: 6/2/16

Time: 0915 (am) pm

Inspector: R. Poole

Number of dogs on site: 0

Number of cages/runs: 11 inside / 11 outside

Requirement	Comment
Animal Hosing – Maintenance/Sanitation	Yes
Animal Housing – Temp/Ventilation	Yes
Animal Housing - Suitability	Yes
Cage Construction	Yes
Cage Size	Yes
Sanitation Process	Yes
Food Storage – food in bins, 12 inches off flr.	Yes
Drinking water	Yes
Adequate Feed	Yes
Disposal – burial or other approve method	Yes
Veterinary Care –	Yes
Reviewed with:	
Overall comments:	NOT completed At this time

CUP Number: 2016-02
Date Application Filed: 4/15/2016
\$500 Processing Fee Received By: LDT



Sussex County Planning Department
Post Office Box 1397
20209 Thornton Square
Sussex, Virginia 23884
Phone: 434-246-1043
Fax: 434-246-8259

CONDITIONAL USE PERMIT APPLICATION

Owner Information:

Name: Christopher A. Harrison
Address: 12337 Bell Road
Jarratt, VA 23867
Phone Number: 434-637-7267

Applicant Information:

Name: Christopher A. Harrison
Address: 12337 Bell Road
Jarratt, VA 23867
Phone Number: 434-637-7267

Legal Description of Property:

Tax Map Number: 138-A-17
Zoning District: A-1
Block Number: N/A
Lot Size (Acreage): 1.9 Acres

Election District: Henry district
Subdivision:
Lot Number:
Square Footage:

Please answer the following:

- When was property acquired by applicant? 4 / 10 / 1997
- Are there any deed restrictions on the property in question? Yes No
(If yes, attach a copy of restrictions).
- What is the proposed use of property or type of improvement? Please be detailed and specific in your description. (For example: new construction, addition or demolition, agricultural, residential or commercial use)

The property is currently being used for Residential purpose and will continue to be used as our residence. We wish to establish a dog boarding facility at our residence.

- What is the Fair market value of improvements \$ N/A will use existing facilities
(Value must include all buildings, electrical, plumbing, and mechanical work to be performed).
- Describe briefly the type of use and improvements proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

We wish to use our existing dog kennels to board animals. No additional improvements will be made to the property.

- Describe how the proposed use and improvements are to be designed and arranged to fit into the development of adjacent property of the neighborhood.

See Attached

- Furnish plot plan, preliminary site plan, and / or preliminary subdivision plat showing boundaries and dimensions of property, width of boundary sheets, location and size of buildings on site, roadways, walks, off street parking and loading space, landscaping and the like. Architect's sketches showing elevations of proposed buildings and compete plans are also desirable and if available should be filed with application.

See Attached

- I hereby certify that I have the authority to make the forgoing application and that the application, is complete and correct and that the conditional use permit is in accordance with section 16.121 of the Zoning Ordinance.

Owner Signature: Christopher A. Harrison and Kathy Harrison Date: 4-15-16

Applicant Signature: Christopher A. Harrison and Kathy Harrison Date: 4-15-16

ANSWER TO NO. 6

I currently have a Kennel license issued by Sussex County that will allow me to house 20 dogs at my residence located at 12337 Bell Road. I have maintained Kennel License at this location since 1997. Recently I moved my hunting dogs to a different facility. My family and I would like the opportunity to utilize my existing kennels to board dogs for the general public i.e. people who are on vacation or for people who may have to go out of town for various reasons.

I do not see the proposed use as being a nuisance to surrounding properties and neighbors. We live in a very sparsely populated area of the County and my house and kennels are screened from adjacent properties in all directions. My closest neighbor is located approximately 800 yard away. At no point do I foresee boarding as many dogs at any one time that will exceed the number of hunting dogs that I previously housed on the property. Therefore, any nuisances such as noise, dust and traffic would be less now that it has been in the past.



Google Maps

12337 BELL ROAD
JARRATT, VA. 23867

Imagery ©2016 Google, Map data ©2016 Google 50 ft



COMMONWEALTH OF VIRGINIA
Department of Agriculture and Consumer
Services



Division of Animal and Food Industry Services
Office of Animal Care and Emergency Response
102 Governor Street, Richmond, Virginia 23219
Phone: 804-692-4001 Fax: 804-371-2380

May 10, 2016

Lorenzo Turner
Sussex County
434-246-5511
lturner@sussexcountyva.gov

Dear Mr. Turner:

The Office of Animal Care and Emergency Response (OACER) is in receipt of your request for records made in accordance with the Virginia Freedom of Information Act (Va. Code §2.2-3700 *et seq.*). You have requested records related to a Mr. Christopher Harrison of 12337 Bell Road, Jarratt, Virginia. This office has no records that are responsive to your request, as such records were never created or possessed by OACER.

Sincerely,

Carolynn Bissett, DVM, MPH, DACVPM
Program Manager

ONNIE L. WOODRUFF, TREASURER Expires:
ONNIE L. WOODRUFF, TREAS
P. O. BOX 1399
SUSSEX, VA 23384

434240234 / # 1 / 1
Tag No 000000
Date: 4/20/2016
Register: /
Trans. #: 00000
Dept #: DT2016

Charge: \$35.00 KENNEL - 20 DOG
Rabies Exp. Date 20/18/1001
Dog Name: B CERTIFICATES
Dog Sex:

HARRISON CHRIS
12337 BELL ROAD
JARRATT VA
23867

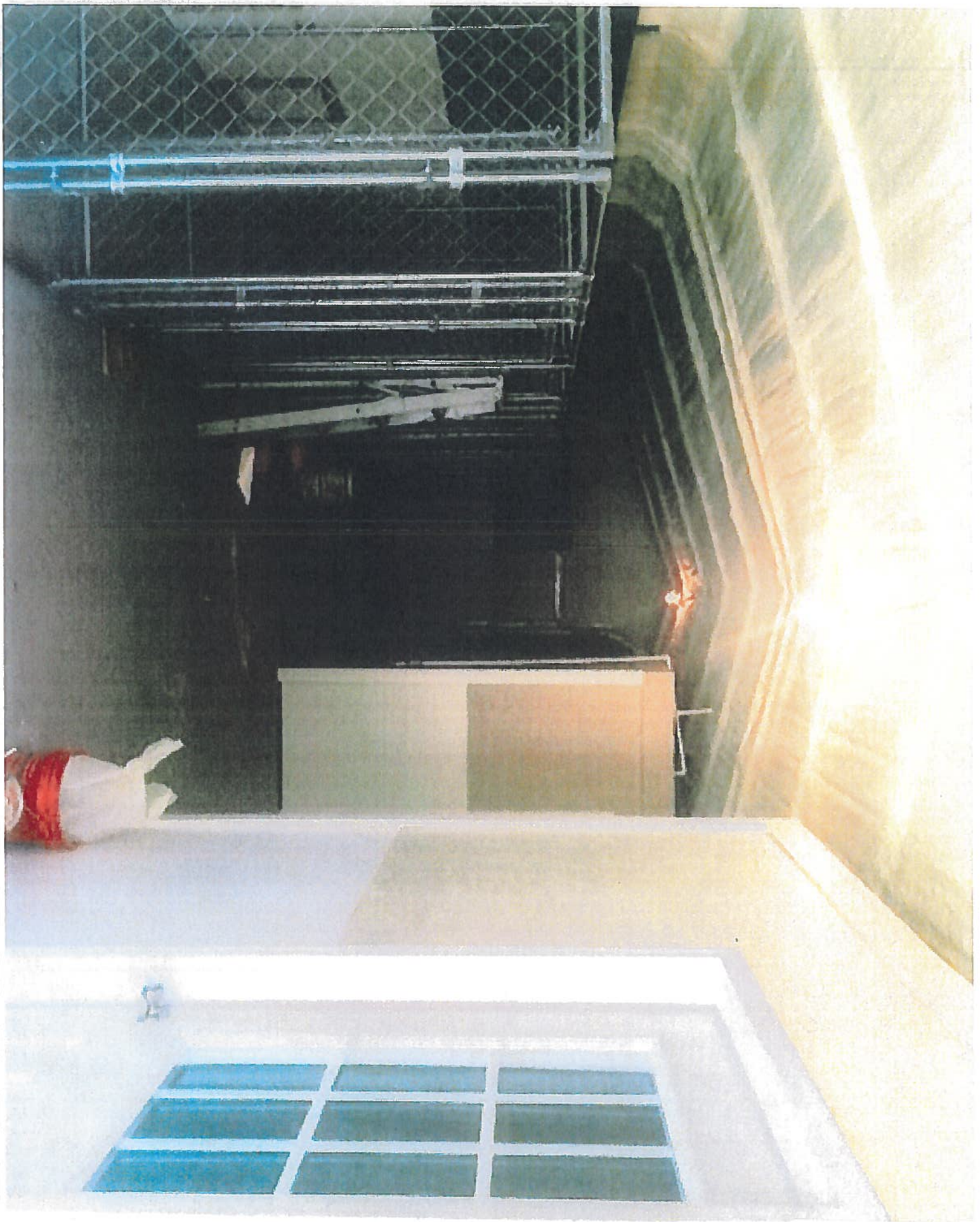
(DUPLICATE)

































4.03

MEMORANDUM

TO: Members, Sussex County Board of Supervisors
Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development *AMG*

RE: Comprehensive Plan Amendment #2016-01
Chapter 9: Land Use and Development
Chapter 10: Plan for the Future-(Projected Future Land Use & County-wide Goals)

DATE: July 12, 2016

Background

Beginning the Spring of 2015, staff and the Planning Commission (with assistance from the Crater Planning District Commission) have been updating the Comprehensive Plan. Funding, intended to be used to hire a consultant to assist with the Comp Plan update, was cut from the County's budget in 2014. Due to the budgetary cut and the amount of work involved with updating a Comprehensive Plan, the Planning Commission has been revising the Comprehensive Plan in parts/sections and recommending the revisions to the Board of Supervisors for approval in accordance with Section 15.2-2228 of the Code of Virginia.

Recommendation

The Planning Commission held meetings in April and May of 2016 to discuss the proposed amendments to chapters IX and X of the Comprehensive Plan. A public hearing was held on June 6, 2016 to solicit public input. Following the public hearing, the Commission voted unanimously (10 – 0) to forward this matter to the Board of Supervisors with a recommendation that the Board: (1) accept the amendment, (2) replace Chapters IX and X accordingly, and (3) approve Comprehensive Plan Amendment #2016-01.



Sussex County Virginia Comprehensive Plan Update 2015



Chapter IX: Land Use and Development Chapter X: Plan for the Future

Comprehensive Plan Update 2015

Chapter IX: Land Use and Development

Chapter IX: Land Use and Development

A. Introduction

General development patterns have not changed significantly in Sussex County in the past 10 years. Approximately 90% of the acres in the County are used for agriculture and forestry. Residential uses account for about 5% of the land area while commercial, industrial, public and semi-public uses and incorporated areas account for about 5%. Development in the County is concentrated in five general areas: in and around the four towns, and in the vicinity of Sussex Courthouse. Most of the County is still agricultural and forest land. Governmental services are centered at the courthouse complex on Courthouse Road (Route 626) and educational facilities are centrally located on Sussex Drive (Route 40). Rural commercial activities are scattered throughout the County. These activities will continue to be needed to serve the agricultural community, tourists, and others passing through the area.

Increasing development along highways, particularly close to the towns, can create problems. Congested highways can cause safety hazards. Highway-oriented development therefore, should be properly planned and laid out, providing for efficient ingress and egress, on-site parking and loading/unloading facilities. Furthermore, it is important to realize that strip development along highways not only cuts off back land from development, but increases traffic congestion and the risk of accidents.

Land use categories include: agricultural, forested, and open space; residential; apartments/mobile home parks; commercial; industrial; and government, institutional, public, and semi-public.

Residential uses include lands used for single family detached housing, whether site built or manufactured homes. Apartments/mobile home parks are defined as having two or more units within the structure or park.

Commercial uses include lands and buildings used for retail, consumer services, and professional activities. Commercial land can be local commercial, which include neighborhood business activities providing necessary services for the day-to-day operation of a household; general commercial, which includes all business and commercial activities which generally depend on a trade area larger than the immediate neighborhood; and intensive commercial, which includes retail businesses or other commercial activities whose nature and services to the public tend to encourage traffic congestion and parking problems or create special problems.

Industrial uses include lands and buildings used for manufacturing and warehousing, including such accessory uses as rail loading yard, parking, and storage. Industrial land can be light industry, which includes warehousing and light manufacturing uses which produce some noise, traffic, congestion, or danger, but which are of such limited scale or character that they present no serious hazard to neighboring properties; and heavy industry, which includes industrial activities which may be of a dangerous or nuisance-producing character.

Government/institutional/public/semi-public uses include lands and buildings used for governmental, community service, or recreational purposes. Semi-public uses would include private schools, churches, fraternal lodges, recreational associations, and other similar uses with limited public contact or access.

In order to more closely examine various development trends and patterns in Sussex County, the County was divided into several planning areas. Designating planning areas allows County decision makers to look at specific issues and concerns in different parts of Sussex County and to develop policies and implementation strategies to meet these issues and concerns. The planning areas identified in this plan are: Jarratt/I-95/U.S. Planning Area; Stony Creek/I-95/U.S. 301/VA Route 40 Planning Area; Sussex Courthouse/VA Route 40 Planning Area; Homeville/Wakefield/U.S. 460 Planning Area, and Blackwater/Newville/Waverly/U.S. 460 Planning Area.

The remaining areas of Sussex County are classified as rural areas. While there is some scattered development in these areas, primarily rural residential in nature, these areas are predominantly open and essentially undeveloped. Rural areas are used for agriculture and forestry and contain significant water features, flood plains, conservation areas, and areas of environmental concern and importance.

B. Land Use Conflicts

Land use conflicts that occur in Sussex County are typical of similar Virginia counties that must balance the needs of and activities associated with agriculture, forestry, and conservation uses with residential, commercial, industrial, and public uses. With respect to land uses and development, the County must remain cognizant and carefully consider a variety of issues when making land use decisions. These include:

- location(s) of intensive livestock and poultry operations that may be in close proximity to existing and proposed residential development requests;
- encroachment of residential and other urban-level land uses into traditional agricultural and forestry areas;
- location of hazardous operations in close proximity to developed areas;
- residential development in flood hazard areas;
- small lot development of soils with septic tank and drain field use limitations;
- blighted areas and the impact on surrounding, non-blighted land uses;
- the balance between needed commercial and industrial development and the conversion of vacant lands;
- costs, planning, and location of utilities, infrastructure, and public services and infrastructure improvements and the fairness balance of public expenditures with accessibility of such services to citizens (who pay taxes for improvements but may not yet benefit fully from such improvements);
- multiple lot development (“stripping”) along State roads as opposed to the development/construction of traditional, internal street(s) subdivisions; and,
- initiatives and decisions by other jurisdictions and/or government agencies with respect to development patterns and/or infrastructure (such as roads and highways) that impact existing and proposed development and the choices made by the County.

C. Planning Area - Development Trends

1. Jarratt/I-95/U.S. 301 Planning Area

The northern boundary of the planning area is Comans Well Road (SR 642) and Green Church Road (SR 645). The planning area is bounded on the west by CSX railway, the Town of Jarratt, and Greensville County. The eastern boundary of the planning Area runs parallel to I-95. The southern boundary is Lebanon Church Road (SR 609) and I-95 (see exhibit).

The planning area encompasses an estimated 8.8 square miles, including the Sussex County portion of Jarratt which is 0.7 square miles. The estimated population of the planning area is 959 people based 2010 Census Block data and includes the Sussex County portion of Jarratt's population which is estimated at 171 people. The planning area's population per square mile is estimated to be about 109 people per square mile.

Predominant land uses in the planning area are: commercial; single family residential and manufactured homes; agricultural, forested, open space; and, government, institutional, public, and semi-public. Residential housing units (dwellings) are estimated at 400, including units (85) located within the Sussex County portion of the Town of Jarratt.

Notable structures nearby include Chapel Hill Baptist Church, Hassidiah Baptist Church, Lebanon Methodist Church, and Jerusalem Baptist Church. The former Jefferson Elementary School is located in the planning area.

Significant natural features nearby include Harrells Pond, South Fork, Howie Branch, Spring Creek, and Popular Swamp. Among the historical features in the area is The Elms, built in 1869 by William N. Jarratt, IV. Significant manmade features include CSX Railroad, Interstate 95, and U.S. Route 301. Existing utilities include water, waste water, and electric power lines.

2. Stony Creek/I-95/U.S. 301 Planning Area

The northern boundary of the planning area runs along U.S. 301 and I-95, along the Dinwiddie County line, and along Cabin Point Road (SR 602). To the west and north, the planning area runs along St. John Church Road (SR 602); along Sussex Drive (VA Route 40 to the Dinwiddie County Line. The southern boundary of the planning area includes Booth Road (SR 658), the southern corporate limits of Stony Creek, and southerly along I-95. The eastern boundary runs along a portion of Sussex Drive and encompasses a portion of Setzer Road (SR 670) (see exhibit).

The planning area totals about 10.0 square miles which includes Stony Creek's 0.6 square miles. The estimated population is 871 people based on 2010 Census Block data and includes Stony Creek's 198 people. The planning area's population per square mile is about 82 people per square mile.

Predominant land uses in the area are: commercial; industrial; single family residential and manufactured homes; agricultural, forested, and open space; and, government, institutional, public, and semi-public. Residential housing units (dwellings) are estimated at 445 units which includes Stony Creek's 118 units.

Notable structures nearby include Hunting Quarter Baptist Church, St. Johns Baptist Church, Stony Creek Rescue Squad, Iluka Resources' minerals processing facility, and the Virginia Department of Transportation (VDOT) facilities.

Significant natural features nearby include the Nottoway River, Sappony Creek, Stony Creek, Raccoon Creek, and Rowanty Creek. Manmade features include Green Church Bridge, CSX Railroad, Interstate 95, VA Route 40, and U.S. 301. Existing utilities include water, waste water, electric power lines, underground natural gas pipeline, and underground cable. Historical features nearby include Fort Nottoway.

A residential (21 lot) subdivision is being developed along Rowanty Road (State Route 623). A 40 unit townhouse development has been approved for construction along Route 40 (Sussex Drive). Commercial development continues to occur along the U.S. 301/I-95 corridor, especially at the Davis Travel Plaza. However, a commercial grocery store (Jones Market) located in the Town of Stony Creek has ceased operation.

The County owns and maintains a recreational park in the Town of Stony Creek which has a walking track and covered pavilion.

3. Sussex Courthouse/VA Route 40 Planning Area

The northern boundary of the planning area is Booker Road (SR 636) and Longevity Road (SR 636). The western boundary is Bethel Church Road (SR 637), Courthouse Road (SR 626), and along Sussex Drive (VA Route 40) to Optimist Road (SR 733). The southern boundary runs along Thweatt Branch and along Old Forty Road (SR 634). The eastern boundary of the planning area runs along Comans Well Road (SR 642), along Sussex Drive, and along Longevity Road (see exhibit).

The planning area encompasses an estimated 6.41 square miles. The estimated population is 453 people based on 2010 Census Block data. The population per square mile is about 74 people per square mile.

Predominant land uses in the planning area are: agricultural, forested, open space; single family residential and manufactured homes; commercial; and government, institutional, public, and semi-public. Residential dwellings are estimated at 120 structures. These structures consist of single family residents and/or manufactured homes.

Notable structures in and nearby the planning area include the Sussex County Government Center; USDA Agricultural Service Center, Sussex Courthouse Volunteer Fire Department, Readville Baptist Church, New Hope Baptist Church, Easter Baptist Church, Sussex Central High School, Sussex Central Middle School and the recently constructed Sussex Elementary School .

Significant natural features located within or nearby the planning area include the Nottoway River, Quarter Creek, Lees Branch, Honey Pond, Anderson Branch, Thweatt Branch, Austin Branch, and Dividing Branch. VA State Route 40 bisects the planning area. Historical features within the planning area include Sussex County Courthouse Historical District and the Tavern at Sussex Courthouse. Utilities include water, waste water, and electric power lines.

4. Homeville/Wakefield/U.S. 460 Planning Area

The northern boundary of the planning area runs along VA Route 40 from the intersection of VA Route 40 and VA Route 35 in Homeville to the VA Route 40-State Route 655 (Oakdale Road) intersection, then along State Route 655 to the Coppahaunk Swamp and then along Coppahaunk Swamp to the Sussex County/Surry County line. The western boundary runs along VA Route 35 from Homeville to the Sussex County/Southampton County line. The southern boundary is Sussex County/Southampton County line to Coppahaunk Swamp (see exhibit).

The planning area encompasses an estimated 86.6 square miles which includes Wakefield's 1.3 square miles. The estimated population is 1,998 people based on 2010 Census Block data and includes Wakefield's 927 people. The population per square mile is about 23 people per square mile.

Predominant land uses in the planning area are: commercial; agricultural, forested, and open space, single family residential and manufactured homes; and government, institutional, public, and semi-public. Residential housing units (dwellings) are estimated at 993 units in the planning area which includes Wakefield's 485 units.

Notable structures nearby or within the planning area include Burton's Grove Christian Church, Wakefield Friends Center, Freemans Mill Pond, Tidewater Academy, and Airfield 4-H Conference Center.

Significant natural features in or nearby the planning area are Airfield Pond, Drumwright Pond, Chinquapin Swamp, and Brittles Mill Pond. Manmade features include Wakefield Airport, U.S. 460, and Norfolk Southern Railroad. Existing utilities include water, waste water, natural gas pipeline, and electric power lines.

The Drumwright Mill Subdivision, a proposed 500 lot development along Courtland Road (Route 628) has been approved for many years but remains undeveloped.

5. Blackwater/Newville/Waverly/U.S. 460 Planning Area

The northern boundary of the planning area is the Sussex County/Prince George County Line. The western boundary runs along VA Route 35 to the vicinity of Homeville. The southwestern and southern boundary of the planning area runs just north of VA Route 40 (adjacent to the Homeville/Wakefield/U.S. 460 Planning area's northern boundary which includes this portion of VA Route 40) and along the Coppahaunk Swamp to the Sussex County/Surry County line. The eastern boundary is the Sussex County/Surry County line (see exhibit).

The planning area encompasses an estimated 100.4 square miles which includes Waverly's 3.1 square miles. The estimated population is 5,773 people based on 2010 Census Block data and includes Waverly's 2,149 people. The population per square mile is about 58 people per square mile.

Predominant land uses in the planning area are: commercial; industrial; agricultural, forested, and open space; and, single family residential, apartments, and manufactured homes. Residential housing units (dwellings) are estimated at 1,725 including 50 units in the Sussex Trace Apartment complex, 25 mobile homes along Trailer Lane (off VA Route 40) west of Waverly, and Waverly's 960 residential units.

Notable structures in the area include Zion Hill Holiness Church, Wilburne Baptist Church, and Newville Baptist Church. Private establishments include Neblett's Millpond.

Significant natural features in or near the planning area include Black Swamp, Cabin Branch, Ivy Branch, Dick Branch, Joseph Swamp, Mussell Creek, and Warwick Swamp. Significant features include Assamoosick Swamp, Black Swamp, Bryant Pond, Spring Branch, and Coppahaunk Swamp.

Significant manmade features include the former Waverly Airport, U.S. 460, Norfolk Southern Railroad, Black Swamp Wastewater Treatment Plant, Deerpath Lane Pump Station, Sussex County Water Storage Tank, Sussex I and Sussex II (corrections facilities) a regional private landfill, and Prince George Electric's sub-station. Utilities include water, waste water, natural gas pipeline, and electric transmission lines.

Several new residential subdivisions are being developed in the planning area. These include: Cabin Point Estates (28 lots); Sweet Gum Corner (49 lots); and, Sebera Subdivision (25 lots). The planning area may also see the development of an industrial park on Route 602 (Cabin Point Road) and mega industrial site on Route 626 (Beef Steak Road).

6. Rural Areas

These areas remain rural in nature with land reserved for agricultural and forested uses. Low density residential growth exists in the form of strip development, one acre lots with private well and septic systems along the highway or in association with farm operations. Public utilities are not available, nor should they be extended or expanded to sustain intense residential development. Incidental commercial establishments occur throughout this planning area and are in support of residential growth. The rural planning area encompasses the vast majority of Sussex County, about 415 square miles.

D. Conclusions and Observations

Sussex County's planning areas reflect those portions of the County experiencing, or likely to experience growth and development (residential, commercial, industrial, and/or public facilities) at a more accelerated pace during the planning period.

With respect to land uses and development, the County must remain cognizant and carefully consider a variety of issues when making land use decisions. These include:

- location(s) of intensive livestock and poultry operations that may be in close proximity to existing and proposed residential development requests;
- encroachment of residential and other urban-level land uses into traditional agricultural and forestry areas;
- location of hazardous operations in close proximity to developed areas;
- residential development in flood hazard areas;
- small lot development of soils with septic tank and drain field use limitations;
- blighted areas and the impact on surrounding, non-blighted land uses;
- the balance between needed commercial and industrial development and the conversion of vacant lands;
- costs, planning, and location of utilities, infrastructure, and public services and infrastructure improvements and the fairness balance of public expenditures with accessibility of such services to citizens (who pay taxes for improvements but may not yet benefit fully from such improvements);
- multiple lot development ("stripping") along State roads as opposed to the development/construction of traditional, internal street(s) subdivisions; and,
- initiatives and decisions by other jurisdictions and/or government agencies with respect to development patterns and/or infrastructure (such as roads and highways) that impact existing and proposed development and the choices made by the County.

OBSERVATIONS

Growth and development in the Jarratt/I-95/U.S. 301 Planning Area continues along the U.S. 301/I-95 corridor and along Comans Well Road (State Route 642), with some in-fill growth in the Town of Jarratt. Residential development/redevelopment is occurring along the tri-avenues of Maclin, Marion and Caarver.

Growth and development in the Stony Creek/I-95/U.S. 301 Planning Area continues along the major highways and along secondary roads such Rowanty Road (State Route 623) and Cabin Point Road (State Route 602). In 2005, a 21 lot subdivision was approved along Rowanty Road (State Route 623). Additional residential development has received zoning approval on Route 40 (Sussex Drive). The Iluka Resources mineral processing plant is located along St. John Church Road (State Route 602). However, Iluka Resources is currently down-sizing and is expected to cease operation in the near future. Commercial development continues to occur along the U.S. 301/I-95 corridor, primarily at the Davis Travel Plaza. The only grocery store (located in the Town of Stony Creek) that provided retail service to residents in the planning area has closed.

The Sussex Courthouse/VA Route 40 Planning Area continues to be the governmental and educational hub of the County. County governmental operations are centered at Sussex Courthouse which offers a mixture of older, but still functional buildings and modern facilities such as the Newsome Human Services Building and the Sussex Courts Building. Sussex Central High School and Sussex Central Middle School are located in the planning area, providing a centralized, campus-type complex for the post-elementary school students.

The Homeville/Wakefield/U.S 460 Planning Area features Wakefield Airport, U.S. 460, and Norfolk Southern Railroad. Existing utilities, including water, waste water, natural gas pipeline, and electric power lines, make this planning area prime for additional residential, commercial, and industrial development. Commercial development has occurred in the Town of Wakefield along U.S. 460. In addition, the Drumwright Mill Subdivision, a proposed 500+ lot development along State Route 628 may be developed due to the fact that the U.S. Route 460 realignment will not impact the project as had been expected.

The Blackwater/Newville/Waverly/U.S. 460 Planning Area continues to see the most intense commercial and industrial development, and perhaps, offers the greatest potential for continued future development. Most commercial development is located in the Town of Waverly along U.S. 460. However, the only grocery store (located in the Town of Waverly) that provided retail service to the residents in the planning area has closed. Several new residential subdivisions are being developed in the planning area. These include: Cabin Point Estates (28 lots); Sweet Gum Corner (49 lots); and, Sebera Subdivision (25 lots). Industrial development is expected in the form of a small-scale business/industrial park and a larger-scale regional (mega) industrial park.

Comprehensive Plan Update 2015

Chapter X: Plan for the Future

Projected Future Land Use

1. Jarratt/I-95/U.S. 301 Planning Area

Commercial development is anticipated at the Henry Road (State Route 631) interchange at the I-95 interchange north along both sides of Blue Star Highway (U.S. Route 301) to Kientz Road (Route 646). Commercial development is anticipated to continue northward ending before Wyche Lane. Commercial development is expected at the intersection of Green Church Road (Route 645) and Blue Star Highway (U.S. Route 301), and along U.S. Route 301, both south and north of the State Route 645 interchange. Commercial development is also anticipated at the intersection of Blue Star Highway (U.S. Route 301) and Marion Avenue.

Industrial development is expected to the east of the Town of Jarratt along Henry Road (State Route 631), to the north of the Town of Jarratt along Green Church Road (State Route 645) in the vicinity of CSX Railroad and south of Jarratt along Blue Star Highway (U.S. Route 301), Lebanon Church Road (State Route 609) and Proctor Road (State Route 612).

Residential growth is expected to extend from the Town of Jarratt along both Blue Star Highway (U.S. Route 301) and South Halifax Road (State Route 646), along Comans Well Road (State Route 642), along Lebanon Church Road (State Route 609) and along the three (3) avenues of Carver, Maclin, and Marion. A major housing rehabilitation project has been identified for the area comprising the avenues of Carver, Maclin, and Marion.

The former Jefferson Elementary School, located on Marion Avenue, may serve as either a future recreational, educational, training and/or community facility.

The residual land within the planning area is to remain rural in nature with the majority of land reserved for agricultural use. A public outdoor recreational trail (Beaches to Bluegrass) is planned through a portion of the planning area along the Lake Gaston pipeline route.

2. Stony Creek/I-95/U.S. 301/Route 40 Planning Area

Commercial development is expected along Blue Star Highway (U.S. Route 301) from the St. Johns Church Road (Route 602)/I-95 interchange south to the corporate limits of the Town of Stony Creek. Commercial development is anticipated along Blue Star Highway (U.S. Route 301) from the Town of Stony Creek south to VDOT's local residency facilities. Commercial development is also expected at the corners of the intersection of U.S. Route 301 and Route 602 extending both west along both sides of St. Johns Church Road (Route 602) towards the CSX railroad and north across the road from Davis Truck Plaza for a short distance along U.S. Route 301. Public water and sewer utilities along this corridor of Route U.S. 301 and Route 602 will assist existing businesses to expand and help attract new commercial establishments to the area. Public utilities (water and sewer) may need to be extended to areas lacking such infrastructure to accommodate expected commercial development.

Industrial growth is anticipated north and west of St. Johns Church Road (Route 602) to the site of the Iluka minerals processing facility. The area in the vicinity of Iluka's operation and parallel to the CSX railroad has been identified for industrial use. Industrial development, compatible and consistent with the existing industrial uses (i.e. sand and gravel mining, asphalt mixing plant, and concrete culvert pipe manufacture), is projected to occur on the east side of I-95 along Slagle Road (Route 311), and Setzer Road (Route 670).

Residential development is expected to continue north to the Prince George County line along Blue Star Highway (U.S. Route 301) and along Rowanty Road (Route 623). Residential development is anticipated to occur east of I-95 along portions of Cabin Point Road (Route 602). In addition, residential development (40-unit townhome complex) is expected just outside the corporate limits of the Town of Stony Creek along Route 40. Scattered residential development is anticipated along portions of Sussex Drive (Route 40) traveling west towards the Dinwiddie County line. A major housing rehabilitation project has been identified in the Town of Stony Creek.

The remaining land within the planning area is reserved for agricultural use and as open space, thus preserving the rural character of the surrounding area. Recreational opportunities will continue to be provided at the, county-owned, Stony Creek Park unless other land is identified for recreation. The installation of outdoor lightning and other improvements have been proposed at the existing Stony Creek Park.

3. Sussex Courthouse/Route 40 Planning Area

The majority of this planning area is expected to remain rural in nature with the majority of land reserved for agricultural use. The Sussex County Courthouse and government complex are located on Courthouse Road (State Route 735). Sussex Central High School, Sussex Central Middle School and Sussex Central Elementary School are located on Sussex Drive (Route 40) within the planning area. The planning area will and should continue to be the governmental and educational hub of the County.

Within the planning area, commercial development is expected to continue and to expand across from the Sussex Courthouse and government complex and at the intersection of Courthouse Road (Route 735) and Old Forty Road (Route 634). Commercial development is anticipated on the north side of the intersection of Sussex Drive (Route 40) and Courthouse Road (Route 626). The area on the north side of Route 40 near the Sussex Farm Bureau is also designated for commercial development.

Industrial development is not anticipated within the planning area.

Residential growth is expected along portions of Sussex Drive (Route 40), Old Forty Road (Route 634), Courthouse Road (Route 626) and Bethel Church Road (Route 637).

There are recreational facilities located at the centralized school complex that could be a source of recreation for County residents.

4. Homeville/Wakefield/U.S. 460 Planning Area

Commercial development is anticipated along General Mahone Highway (U.S. 460) from the Town of Wakefield to the Southampton County line as well as from Wakefield to the northern boundary (Coppahaunk Swamp) of the planning area. As the amount of available land within the Town of Wakefield becomes scarce, new commercial entities will have to locate outside the Town limits and existing businesses located within will have to expand their operations into the County. Commercial development may also occur in Homeville, at the intersection of Sussex Drive (VA Route 40) and Jerusalem Plank Road (VA Route 35).

With the extension of public water and sewer utilities along General Mahone Highway, future industrial growth is more than likely to occur along this four (4) lane highway. Industrial use is designated along both sides of U.S. 460 from Owens Grove Road (State Route 604) to the Town of Wakefield. The industrial designation encompasses land both adjacent to and in the vicinity of Norfolk Southern Railroad and the Wakefield Airport. Industrial development is also anticipated at the site of the old cotton gin on Rocky Hock Road.

Residential growth is expected along secondary roads and as planned communities and/or subdivisions. A five hundred (500+) lot residential planned community, Drumwright Mill Colony, has been proposed for development for many years now. The planned unit development would be located the vicinity of Courtland Road (State Route 628) and Brittle's Mill Road (State Route 620) and contain a golf course, a medical facility, restaurants and other commercial establishments. Residential development is also projected along portions of Sussex Drive (VA Route 40), Birch Island Road (VA Route 31), Spring Hill Road (SR 603), Walnut Hill Road (State Route 614), George Town Road (State Route 615), and Old Wakefield Road (SR 615). A major housing rehabilitation project has been identified within the corporate limits of the Town of Wakefield.

The former Ellen W. Chambliss Elementary School located on Higgins Street may serve as either a future recreational, educational, training and/or community facility. The Airfield 4-H Conference Center (located on Airfield Road (State Route 737) and the Wakefield Municipal Ball Park are expected to be two (2) of the primary sources of outdoor recreation for County residents and is designated for public/semi-public use.

The remaining land within the planning area is shown for agricultural use, thus preserving the environmentally sensitive areas and maintaining the rural character of the outlying areas.

5. Blackwater/Newville/Waverly/U.S. 460 Planning Area

Commercial growth is expected along the western side of General Mahone Highway (U.S. Route 460) in the vicinity of Norfolk Southern Railroad. The commercial designation encompasses some existing businesses located on U.S. 460 that have expansion capabilities. The extension of public water and sewer utilities along U.S. 460 facilitates the expansion of these commercial establishments. Commercial development is also anticipated at the intersection of Cabin Point Road (State Route 602) and Newville Road (State Route 625) and at the intersection of State Route 602 and U.S. Route 460. Industrial growth is anticipated along both sides of U.S. Route 460 in the vicinity of Norfolk Southern Railroad and the Waverly Airport. The extension of public utilities along U.S. Route 460 facilitates the location of new industries within the planning area. Industrial growth is anticipated along both sides of U.S. 460 from its intersection with Cabin Point Road (State Route 602) south towards the Town of Waverly. Industrial use has been designated along portions of Cabin Point Road (State Route 602), Warwick Road (State Route 624), and Beefsteak Road (State Route 626). Two industrial parks (the Cabin Point Road Industrial Park and the Sussex Mega Site) are in the preliminary stages of development.

Residential growth is expected along portions of Petersburg Road (State Route 613), Sussex Drive (Route 40), Beaverdam Road (State Route 606), along Oakdale Road (State Route 655), Cabin Point Road (State Route 602), and Newville Road (State Route 625). Several new residential subdivisions are being developed in the planning area. These subdivisions include: Cabin Point Estates (28 lots), Sweet Gum Corner (40 lots), Sebera Subdivision (28 lots), Rollingwood (29 lots) and Waverly Meadows (60 lots). A planned unit development has been approved by the County on Cabin Point Road (Route 602) that will contain approximately 296 multi-family units, 400 senior apartments, 100 single-family dwellings, a medical facility, fire/rescue squad and a shopping center. Several major housing rehabilitation projects have been identified within the corporate limits of the Town of Waverly.

The former Annie B. Jackson Elementary School, located on School Street, in the Town of Waverly has been purchased by a non-profit agency and will serve as either a recreational, educational, training and/or community facility. Most recreational facilities(the Waverly Pool, the Allen B. Gibson Park, the Ruritan Baseball Park, and Skymac) in this planning area are located within the corporate limits of the Town of Waverly.

The remaining land within the planning area is shown for agricultural use, thus preserving the rural character of those areas not designated for future residential, commercial or industrial development.

6. Rural Areas

This planning area is expected to remain rural in nature with land reserved for agricultural use. Low density residential growth is expected in the form of two (2) acre lots utilizing private wells and septic systems. Public utilities are not available in the rural areas to sustain intense residential development. Incidental commercial establishments may locate throughout this planning area in support of residential growth.

Comprehensive Plan Update 2015

Chapter X: County-wide Goals and Objectives

County-wide Goals and Objectives

The comprehensive plan's goals and objectives are to be integrated into the County-wide planning process to enhance desirable development practices for future growth. The goals and objectives delineated in the comprehensive plan will determine the future prosperity and general well-being of the citizens of Sussex County. It is critical that goals reflect the perceived needs and desires of the citizenry based on past and current situations in the County. The failure to implement well-conceived goals is a prime cause of many problems faced by counties today.

To facilitate the understanding of goals and objectives, the terms used in this document are defined as follows:

GOALS: Long-range community aspirations for the significant positive gains to be achieved by the County and serve to establish the future direction of the County.

OBJECTIVES: Guidelines for action which direct the accomplishment of goals and enables the County to respond to a wide range of problems as they arise.

These planning concepts are to be essential components of this Comprehensive Plan and shall advocate, through the application of appropriate implementation techniques, favorable developmental patterns for Sussex County.

The general goals which follow will help governmental decision makers define the character and scope of public interest and concern. It will aid understanding of how various local activities fit into the context of the public interest for the County. This compendium does not dictate to local official's actions that must be taken and as such is not binding, but rather sets forth positive suggestions that can be both a yardstick for measuring the effectiveness of present planning activities, as well as a foundation for future planning efforts. Further, these goals must be represented in those of specific planning areas.

Issue 1 Commercial and Industrial Development

Goal 1: Promote economic development that will assure employment stability and provide ready access to needed goods and services in the County. Encourage local expansion and new industry location in the County to broaden the tax base and increase employment opportunities.

Goal 2: Sustainable commercial and industrial development in areas where such activities already occur or can be reasonably accommodated by public facilities and the County's natural systems and to encourage local support and patronage of County businesses.

Objectives

1. Encourage the employment of qualified local residents in County programs and projects.
2. Plan for a balance of public and private capital investments which will promote the economic well-being of the whole County and comply with the goals and policies of the Sussex County Comprehensive Plan. To this end, the County supports the efforts of State and regional economic and industrial development agencies and initiatives.
3. Support the implementation of State and Federal sources of capital and management assistance to counties for the purpose of economic development.
4. Promote industrial growth at specific sites in the County, considering the proximity to labor, resources, markets, and utilities and the slope, geology, soil, and flooding characteristics of each location.
5. Recommend areas to be used for industrial purposes to provide for orderly development of industrial activities and to increase the value of the industrial sector.
6. Insure the development of new, planned industrial areas of the size, scale, and intensity of development which allow for the orderly growth and development of the County.
7. Continue efforts to attract additional industry, while placing emphasis upon retaining the industrial firms which are located within the County.
8. Promote functional, safe, convenient, and attractively designed commercial areas.
9. Encourage the proper planning and timing of industrial and commercial development to coincide with the provision of public services and utilities such as water distribution and treatment, sewage collection and treatment, and the collection and disposal of wastes.
10. Encourage existing strip commercial areas to expand parking and loading facilities and improve attractiveness and traffic flow.
11. Recommend areas to be used for commercial purposes to provide for orderly development of commercial activities and to increase the value of the retail sector.
12. Plan for and provide, where possible, tourists opportunities that will enhance the economic development of the County.
13. Provide adequate housing to meet the needs of employees of businesses and industry.
14. Provide educational programs to aid in developing skills for the unemployed and underemployed citizens of the County.
15. Designate adequate and suitable land for the development of an industrial park and encourage the development of "shovel ready" industrial parks.
16. Make maximum use of agencies and programs which provide mechanisms for attracting economic development.
17. Examine the vocational-educational facilities and increase the career planning program in order to upgrade the quality of the labor force.
18. Utilize capital improvement programming to locate utilities and community facilities to be attractive to industry.
19. Ensure that all public and private groups responsible for economic growth within the County are in general agreement as to the direction the County should take in pursuing economic development. Develop a local economic development plan
20. Support sustainable commercial and industrial development in areas where such activities already occur or can be reasonably accommodated by public facilities and the County's natural systems; local support and patronage of County

- businesses; and, planned commercial and industrial developments that are clustered so as to minimize potential impacts on the County's environment and in keeping with the County's rural character.
21. Adopt and enforce ordinances and procedures to regulate land use, development, redevelopment, and the placement of commercial and industrial developments.
 22. Encourage local support and patronage for County businesses; promote commercial cluster type development during the development review process; and, encourage efforts and programs to attract business and industry to the County and to assist existing businesses and industry.
 23. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this land use plan.
 24. Enforce, and amend as necessary, applicable County ordinances.
 25. Develop commercial and industrial building and development design guidelines and standards.
 26. Promote the development of a regional industrial park.
 27. Seek input from business owners concerning County economic development initiatives.
 28. Enforce, and amend as necessary, the County zoning ordinance including the designation of permitted and conditional uses and density criteria.

Issue 2 Community Appearance

Goal 1: Guide and support sound and attractive land use development with the County that will result in the least possible adverse fiscal and environmental impact.

Goal 2: Remain aesthetically pleasing while maintaining rural atmosphere, open spaces, and natural areas.

Objectives:

1. Locate intensive land use development in areas where the efficiency of transportation systems, utility services, and community facilities will be maximized and their costs minimized.
2. Discourage the development of conflicting land uses in adjacent areas that would prevent proper land development.
3. Achieve continuing coordination and cooperation among public and private agencies regarding development policies, programs, and projects.
4. Maintain a continuing program of public communication in order to keep the County development policies before the citizens.
5. Adopt and enforce ordinances and procedures to regulate land use, development, redevelopment, and community appearance.
6. Develop commercial and industrial building and development design guidelines and standards and residential development design guidelines and standards.
7. Enforce, and amend as necessary, applicable County ordinances.
8. Develop a County website and a quarterly newsletter to disseminate information to Residents and visitors concerning community appearance (litter, signage, design guidelines, etc.) related issues.
9. Enforce, and amend as necessary, the County zoning ordinance including

- designation of permitted and conditional uses and density criteria.
10. Support efforts to revitalize four (4) towns in Sussex County.

Issue 3 Development Design Standards

Goal: Promote sound, attractive, and sustainable development through use of development design standards.

Objectives:

1. Develop design standards and guidelines for commercial and industrial development and residential development.
2. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this land use plan.
3. Enforce, and amend as necessary, applicable County ordinances.
4. Enforce, and amend as necessary, the County zoning ordinance including designation(s) of permitted and conditional use density and intensity criteria.
5. Utilize the County's website and a quarterly newsletter to disseminate information to residents and visitors concerning commercial building/development design standards and related issues.

Issue 4 Erosion and Sedimentation Control

Goal: Promote the use of sound and effective techniques to mitigate the impacts of land disturbing activities.

Objectives:

1. Discourage the development of conflicting land use in adjacent areas that would prevent proper land development.
2. Achieve continuing coordination and cooperation among public and private agencies regarding development policies, programs, and projects.
3. Maintain a continuing program of public communication in order to keep the County development policies before the citizens.
4. Adopt and enforce ordinances and procedures to regulate land use, development, redevelopment, and land disturbance activities.
5. Enforce, and amend as necessary, applicable County ordinances.
6. Utilize the County's website and a quarterly newsletter to disseminate information to residents and visitors concerning erosion and sedimentation control.

Issue 5 Federal and State Properties and Programs

Goal: Use of Federal and State properties and programs consistent with County growth patterns, character, and image.

Objectives:

1. Support applicable Federal and State laws and regulations regarding land uses and development in areas of environmental concern. Additional Federal and/or State regulatory programs or expansion of existing programs will be reviewed on a case-by-case basis. The County reserves the right to support, oppose, review, or comment on additional regulations that may impact Sussex County, its image and character, and its economy. Local public hearings by Federal or State agencies should be extensively advertised and conducted in Sussex County, before any new regulations are adopted or existing programs are expanded.
2. Lobby for the opportunity to purchase all or part of Federal or State properties within its borders if such properties are proposed for sale.
3. Work to ensure that any changes to land use on Federal properties is consistent with County goals, objectives, and policies.
1. Monitor Federal and State programs affecting, or potentially affecting, Sussex County and the region on an on-going basis.

Issue 6 Growth Management

Goal 1: Develop a comprehensive planning process to logically and consistently guide growth and development.

Goal 2: Promote environmentally friendly development that is sustainable, aesthetically pleasing, and consistent with the County's rural image and character.

Objectives:

1. Formulate plans to promote efficient use of land, energy, and resources.
2. Encourage development which is compatible with the population densities and reasonable rates of growth and available resources. Emphasize community- planning and industrial development that is designed to economize the costs of roads, utilities, and land use.
3. Provide tools, methods, and techniques for planners and decision-makers to develop a comprehensive and long-range plan for environmental concerns.
4. Recognize the importance of utilities, schools, and other community facilities in encouraging proper development.
5. Make planning and development decisions that account for the special characteristics and identity of each community.
6. Establish standard procedures by which County citizens or groups can meet with government officials and resolve differences of opinions.
7. Encourage innovative design proposals which complement natural and man-made features for public improvements.
8. Encourage the preservation and protection of lands needed in the future for streets, parks, schools, and other public facilities, in keeping with developmental plans.
9. Provide a better understanding of the relationship between land uses and environmental quality.
10. Collect and update data related to the environment and land uses that will be useful in developing land use policy that preserves environmental quality.
11. Promote actions at the State, regional, and local level for County programs which:

- a. will guide land development in the unincorporated portions of the County;
 - b. will increase the capability to raise revenue for locally initiated service and facilities; and,
 - c. will enter into inter-jurisdictional contracts to provide services to growth areas.
12. Adopt and enforce ordinances and procedures to regulate land use, development, and redevelopment and supports applicable State and Federal laws and regulations regarding building, land uses, and development. Detached residential structures are the preferred type of residential land use in Sussex County. The County will work to ensure the continuance of established residential development patterns and work to ensure future development is in character with existing development with regard to size, lot coverage, architectural design, and construction materials and methods.
 13. Develop commercial and industrial building and development and residential design guidelines and standards and work to promote commercial cluster type development.
 14. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this plan.
 15. Enforce the zoning ordinance to regulate development density and building intensity factors such as building height, lot coverage, and building setbacks for residential, commercial, and industrial building development.
 16. Provide clear directions to assist local decision making and consistency findings for divisions of land and public and private projects.
 17. Enforce, and amend as necessary, applicable County ordinances.
 18. Evaluate development and redevelopment proposals according to County goals, objectives, and policies and the land suitability analysis and future land use map developed as a part of this plan.
 19. Establish mitigation criteria and concepts that may include but are not limited to cluster subdivision design, enacting local buffers, impervious surface limits, and effective innovative storm water management alternatives.
 20. Enforce, and amend as necessary, the County zoning ordinance including designation(s) of permitted and conditional use density and intensity criteria.

Issue 7 Housing

Goal: Encourage programs and policies that will provide every citizen access to adequate housing.

Objectives:

1. Encourage the increase in supply of quality housing units, especially for low and moderate income families and individuals.
2. Encourage the conservation of the County's housing that is sound and advocate repair and/or rehabilitation of the deteriorating housing stock.
3. Encourage developers and sponsors to work with County officials in supplying low and moderate income housing.
4. Encourage the development of an adequate supply and range of housing in order that all County residents might live in decent, safe, and sanitary units.
5. Utilize to the fullest extent feasible Federal and State housing assistance for new construction and rehabilitation projects.
6. Encourage the rehabilitation of deteriorated housing and removal of dilapidated

housing.

7. Achieve an overall County-wide balance in the construction of new housing types in a variety of price ranges.
8. Provide appropriate areas for mobile home park development and review County ordinances to ensure that mobile homes remain a source of good quality housing in Sussex County.

Issue 8 Infrastructure Carrying Capacity and Provision of Facilities and Services

Goal 1: Provide every citizen access to adequate health care, educational programs, social services and other community facilities (i.e. libraries).

Goal 2: Ensure that public systems and services are sized, located, and managed to protect or restore the quality of areas of environmental concern or other fragile areas while providing adequate levels of service to meet the needs of citizens.

Goal 3: Increase broadband coverage in the County, especially in the rural sparsely populated areas of the County.

Objectives:

1. Support the development of programs designed to enhance the quality of educational services available for all residents of the County.
2. Support the establishment of community-oriented programs which are focused on more complete use of school facilities.
3. Develop a program to inform the needy as to the availability of social services.
4. Support all social service programs which tend to reduce dependency upon the government and to encourage individuals and families to be self-sustaining.
5. Abandon social programs which are proven ineffective.
6. Utilize a capital improvement program to ensure that community facilities are scheduled in a manner compatible with the financial capability of the County.
7. Support the provision of public water and sewer services in areas of the County in a manner which promotes the goals and objectives of the Comprehensive Plan.
8. Maximize the use of school facilities for civic purposes.
9. Encourage the development and use of all appropriate social services.
10. Support efforts to improve the state of health of all citizens.
11. Support better coordination and consolidation of existing health facilities.
12. Support the efforts to locate library branches through-out the County, where needed.
13. Provide public systems and services at appropriate levels adequate to meet the needs of residents and visitors. Develop ways to improve interaction and communication between the Sussex County Board of Supervisors, Planning Commission, and School Board with respect to school facilities' capacities and needs as related to the impacts of development(s).
14. Evaluate the potential impacts of development proposals according to the future land use map categories of this plan update with existing and planned infrastructure capabilities.
15. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this plan update.
16. Establish level of service standards and criteria for infrastructure systems.

Chapter X: Plan for the Future

17. Identify and improve service coverage area boundaries for existing and future infrastructure, as needed. Conduct a broadband study to determine areas that lack coverage and to develop a plan to expand broadband service delivery in the most efficient and economical manner.

18. Utilize the County's website and a quarterly newsletter to disseminate information to residents and visitors concerning County services, schedules, and related issues.

18. Enforce, and amend as necessary, applicable County ordinances.

19. Develop a County-wide mapping and geographic information system (GIS).

Issue 9 Intergovernmental Relations

Goal: Government cooperation and interaction.

Objectives:

1. Improve intergovernmental relations and promote cooperative, multi- jurisdictional efforts to solve regional and area problems.
2. Interact with local governments in the region and State and Federal agencies on a routine basis to promote County interests.
3. Advise other governmental agencies of Sussex County's positions on local, regional, State, and Federal issues.

Issue 10 Land Development and Land Use Compatibility

Goal 1: Promote sound land use and development practices

Goal 2: Ensure that development and use of resources or preservation of land minimizes direct and secondary environmental impacts, avoids risks to public health, safety and welfare and is consistent with the capability of the land based on considerations of interactions of natural and man-made features.

Objectives:

1. Enact land-use regulations to ensure that land uses are compatible with land capabilities, and with each other.
2. Establish environmental standards, including air and water quality criteria, against which infrastructure and land use plans and decisions can be evaluated.
3. Provide for adequate services and facilities in residential developments by enforcing the subdivision ordinance.
4. Support the "planned unit development" concept in the planning area.
5. Adopt and enforce ordinances and procedures to enhance land use compatibility by regulating land use, development, and redevelopment.
6. Support applicable State and Federal laws and regulations regarding land uses and development in areas of environmental concern.
7. Establish mitigation criteria for development impacts and study the implementation of concepts that may include but are not limited to cluster subdivision design, requiring local buffers, impervious surface limits, and effective innovative storm water management

alternatives.

8. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this plan update.
9. Maintain to pattern of current development specifically low density residential and small scale commercial development with provisions for discretionary review of large scale commercial development.
10. Utilize zoning to change or impose additional density and intensity standards for residential, commercial, and industrial development and incorporate design guidelines and components that encourage or require the development of cluster type development.
11. Adopt and apply local development regulations and procedures to ensure protection of natural resources and fragile areas with economic development.
12. Adopt regulations and procedures that provide clear direction to assist local decision making and consistency findings for divisions of land and public and private projects.
13. Enforce, and amend as necessary, applicable County ordinances.
14. Evaluate development and redevelopment proposals according to County goals, objectives, and policies and the land suitability analysis and future land use map developed as a part of this plan update.
15. Enforce, and amend as necessary, the County zoning ordinance including designation(s) of permitted and conditional use density and intensity criteria.

Issue 11 Natural Systems

Goal 1: Preserve and develop forestry, agriculture, and related industry as important economic components of the County. Provide for the wise use of the County's non-renewable earth and mineral resources, while protecting the beauty of the landscape.

Goal 2: Conserve protective functions of wetlands and floodplains for their natural storm protection functions and their natural resources giving recognition to public health, safety, and welfare issues.

Objectives:

1. Protect prime agricultural land.
2. Reduce and work towards elimination of the pollution and wasteful use of our air, water, soil, and other natural resources in cooperation with the Virginia Polytechnic Institute and State University's Cooperative Extension Service and the United States Department of Agriculture. Promote the use of renewable energy and green technology.
3. Provide for the wise use of land that is ideally suited for quarrying and mining operations.
4. Protect and conserve surface and groundwater resources.
5. Eliminate waste and unnecessary destruction of plant life and encourage re-vegetation practices.
6. Improve agricultural education and forestry management in the public school system. Develop vocational education programs and facilities to support existing agricultural and timber-related industries in the County.
7. Protect ecological and otherwise fragile areas for open space, forested and agricultural uses.
8. Reserve flood hazard areas for open spaces, forestall, water and agricultural uses.
9. Support efforts and programs to control all forms of pollution.

10. Adopt and enforce ordinances and procedures to regulate land use, development, and redevelopment and supports applicable State and Federal laws and regulations regarding land uses and development in natural hazard areas and areas of environmental concern.
11. Evaluate (during the development review process) the potential impacts of existing and planned development on existing and planned transportation infrastructure.
12. Review and analyze development and redevelopment proposals for consistency with the future land use map included in the plan update.
13. Encourage the use of pervious materials and new technologies that provide for safe and efficient driveway and parking areas and that appropriately address storm water runoff areas.
14. Support State and Federal policies that regulate the location and intensity of development in State designated areas of environmental concern.
15. Discourage inappropriate development by limiting residential and commercial development density, structure size, and development intensity through the use of zoning.
16. Allow development and redevelopment within special flood hazard areas subject to the provisions and requirements of the National Flood Insurance Program and the County's flood plain ordinance.
17. Maintain or improve the Community Rating System (CRS) score to make the County safer from flood risks and reduce premiums for Federal Flood Insurance.
18. Take steps locally and in conjunction with VDOT and adjacent jurisdictions to improve traffic safety and drainage to mitigate the impact of localized flooding and seek alternative methods of hazard avoidance.
19. Develop policies that minimize threats to life, property, and natural resources resulting from development located in or adjacent to hazard areas, such as those subject to erosion, high winds, or flooding.
20. Develop location, density, and intensity criteria for new, existing development and redevelopment including public facilities and infrastructure so that they can better avoid or withstand natural hazards.

Issue 12 Public River Access

Goal: Provide public access opportunities to public waters.

Objectives:

1. Development of additional public access points is not deemed a pressing issue at this time and existing access points (public and private) will be relied upon until a shoreline access study is undertaken and additional needs are identified and potential sites designated. Public accesses should provide for access to all segments of the community, including persons with disabilities.
2. Seek opportunities, including memorandums of understanding, easements, and deeded property, for public access(s).

Issue 13 Public Safety

Goal: Ensure the safety of Sussex County residents and visitors

Objectives:

1. Evaluate (during the development review process) the potential impacts of existing and planned development on existing and planned infrastructure.
2. Support the efforts and programs of the County's volunteer fire and rescue organizations, the Virginia State Police, town police forces, and the Sussex County Sheriff's Department.
3. Enforce, and amend as necessary, applicable County ordinances.
4. Maintain/provide police protection utilizing the County Sheriff Department.
5. Develop policies that minimize threats to life, property, and natural resources resulting from development located in or adjacent to hazard areas, such as those subject to erosion or flooding.
6. Develop location, density, and intensity criteria for new, existing development and redevelopment including public facilities and infrastructure so that they can better avoid or withstand natural hazards.
7. Utilize the County's website and a quarterly newsletter to disseminate information to residents and visitors concerning emergency services, contact information, and related issues.
8. Develop and update, with assistance from Crater Planning District Commission, a regional hazard mitigation plan.
9. Improve the County's radio communication system to assure that all law enforcement agencies and public safety departments are able to communicate with each other during emergencies.

Issue 14 Recreation

Goal: Plan and provide recreational opportunities to Sussex County residents and visitors, while preserving open spaces and protecting the natural environment.

Objectives:

1. Encourage efficient and imaginative use of all recreational resources and facilities available to the County in cooperation with other jurisdictions, governmental agencies, and organizations.
2. Encourage the development of sound, planned, and desirable commercial recreation sites in the County.
3. Acquire and develop land for outdoor recreation to meet the expanding needs and interests of the County residents.
4. Conserve unique natural features, scenic areas, and appropriate historical sites for the benefit and enjoyment of the public.
5. Provide adequate facilities to meet the recreational needs of all segments of the Sussex County population.
6. Establish a county-wide department of parks and recreation.

Issue 15 Redevelopment

Goal: Redevelopment consistent with County land use and development goals.

Objectives:

1. Adopt and enforce ordinances and procedures to regulate land use, development, and redevelopment and supports applicable State and Federal laws and regulations regarding building, land uses, and development.
2. Evaluate redevelopment proposals for consistency with its land use and development goals.
3. Review and analyze development and redevelopment proposals for consistency with the future land use map included in this plan update.
4. Enforce the zoning ordinance to regulate development density and building intensity factors such as building height, lot coverage, and building setbacks for residential, commercial, and industrial building development.
5. Adopt regulations and procedures that provide clear direction to assist local decision making for divisions of land and public and private projects.
6. Enforce, and amend as necessary, applicable County ordinances.
7. Evaluate development and redevelopment proposals according to County goal and objectives and the future land use map developed as a part of this plan update.
8. Develop local mitigation criteria and concepts that may include but are not limited to cluster subdivision design, enacting local buffers, impervious surface limits, and effective innovative storm water management alternatives.
9. Enforce, and amend as necessary, the County zoning ordinance including designation of permitted and conditional use density and intensity criteria.

Issue 16 Residential Development

Goal: Ensure future development is in character with existing development, is sustainable, is aesthetically pleasing, and is consistent with the County's rural character.

Objectives:

1. Adopt and enforce ordinances and procedures to regulate land use, development, and redevelopment and supports applicable State and Federal laws and regulations regarding building, land uses, and development. Detached residential structures are the preferred type of residential land use in the County.
2. Promote the development of traditional, platted subdivisions served by interior roads and adequate infrastructure (as opposed to State road frontage lot development); and, ensure future development is in character with existing development with regard to size, lot coverage, architectural design, and construction materials and methods
3. Review and evaluate development and redevelopment proposals according to County goals and objectives and the future land use map developed as a part of the plan update.
4. Enforce the zoning ordinance to regulate development density and building intensity factors such as building height, lot coverage, and building setbacks for residential building development.
5. Adopt regulations and procedures that provide clear direction to assist local decision making and consistency findings for divisions of land and public and private projects.
6. Develop mitigation criteria and concepts that may include but are not limited to cluster subdivision design, enacting local buffers, impervious surface limits, and effective innovative storm water management alternatives.
7. Enforce, and amend as necessary, the County zoning ordinance including designation(s) of permitted and conditional use density and intensity criteria.

Issue 17 Septic Tank Use

Goal: Protect the health and welfare of residents by requiring the use of private septic disposal systems in areas of the County lacking public wastewater (sewer) systems in accordance with State law.

Objectives:

1. Support efforts of the Health Department to ensure that individual septic systems are installed in accordance with approved plans and that existing systems are properly maintained.

Issue 18 Solid Waste Management

Goal: Maintain the efficient and economical collection and disposal of solid waste.

Objectives:

1. Ensure the efficient and cost effective collection and disposal of solid waste and continued

operation of voluntary recycling efforts. Coordinate additional programs for hazardous materials disposal and large item pick-ups.

2. Monitor the demands placed on the solid waste management system to determine if and when changes are needed. Increase efforts to monitor the daily operations at the landfill.
3. Utilize the County's website and a quarterly newsletter to disseminate information to residents and visitors concerning solid waste management system related issues.

Issue 19 Storm Water Management

Goal: Comprehensive storm water management.

Objectives:

1. Supports efforts and programs to minimize and mitigate the effects of stormwater drainage and a comprehensive approach to storm water management.
2. Develop location, density, and intensity criteria for new, existing development and redevelopment including public facilities and infrastructure so that they can better avoid or withstand natural hazards; and, regulations that minimize threats to life, property, and natural resources resulting from development located in or adjacent to hazard areas, such as those subject to erosion and flooding.
3. Continue to seek assistance from the Department of Environmental Quality in enforcing stormwater management regulations.
4. Seek technical assistance from VDOT concerning storm water drainage problem areas.

Issue 20 Transportation

Goal 1: Encourage a balanced and efficient transportation system that will shape and serve growth areas.

Goal 2: Safe, efficient transportation system given State and local finances, topography, geography, and natural systems and surrounding land uses and development.

Objectives:

1. Support State highway policies which improve the appearance, safety, and capacity of the major thoroughfares and the secondary system, and promote the completion of projects adopted by Sussex County.
2. Support State highway policies which relieve present traffic congestion through the provision of adequate facilities and levels of service.
3. Discourage unnecessary traffic in residential areas in order to reduce noise, dirt, and safety hazards.
4. Encourage the planning and evaluation of the County's transportation system in terms of the users' convenience, cost, travel time, safety, preference, and the substantial effect which transportation facilities have on social, economic, and environmental goals.
5. Encourage the construction or improvement of transportation facilities that blend into the natural landscape, taking advantage of scenic vistas, topography, and other natural features.
6. Encourage the cooperation of all levels of government in the placement of major transportation facilities so as to serve and strengthen, rather than disrupt, communities.

7. Develop land-use controls which promote sound land use without jeopardizing the function of high-speed thoroughfares.
8. Support the development of mass transportation and/or ride-sharing services to and from more urbanized areas, when and where needed and feasible.
9. Support the development of existing rail and air facilities and encourage the development of additional rail (high-speed rail) and air service.
10. Promote a transportation system that will provide an economical, safe, and efficient means for the movement of people and goods within the County and between the County and other parts of the region.
11. Integrate the County's transportation recommendations with the Six-Year Secondary Maintenance and Construction Fund Program that is administered by VDOT.
12. Integrate the County's transportation recommendations with the Ten-Year Primary Projects Listing Report that is administered by VDOT.
13. Continue to support special transportation services for citizens of the County (elderly and handicapped) who are in need of such programs.
14. Locate land uses generating high volumes of vehicular traffic near roads capable of handling additional traffic volume.
15. Support efforts and programs to provide a safe, efficient, and well planned transportation system in the County and in the region.
16. Encourage intergovernmental cooperation with other jurisdictions to study the transportation needs of the region and support the provision of a safe, efficient transportation system given State and local finances, topography, geography, and natural systems and surrounding land uses and development.
17. Require highly dense subdivisions to be served by roads constructed to State standards.

Issue 21 Water Quality

Goal: Maintain, protect, and where possible, enhance water quality of public waters.

Objectives:

1. Adopt and enforce ordinances and procedures to regulate land use, development, and redevelopment and support applicable State and Federal laws and regulations regarding building, land uses, and development in natural hazard areas and areas of environmental concern.
2. Assist the State as appropriate to develop programs and regulations to help ensure that water quality is maintained by preventing or controlling non-point source discharges (sewage and stormwater).
3. Consider creating landscaping provisions, requiring vegetated riparian buffers, providing for cluster subdivision design, setting impervious surface limits, and requiring storm water management in the zoning ordinance (when developed) to assist in improvements of water quality.
4. Continue to enforce the local erosion and sedimentation control, filling, and grading regulations to address and control adverse effects on water quality.
5. Continue to support DEQ's storm water management program that controls the amount and quality of storm water runoff entering the county's waterways.
6. Ensure that land use and development regulations are consistent with the proper

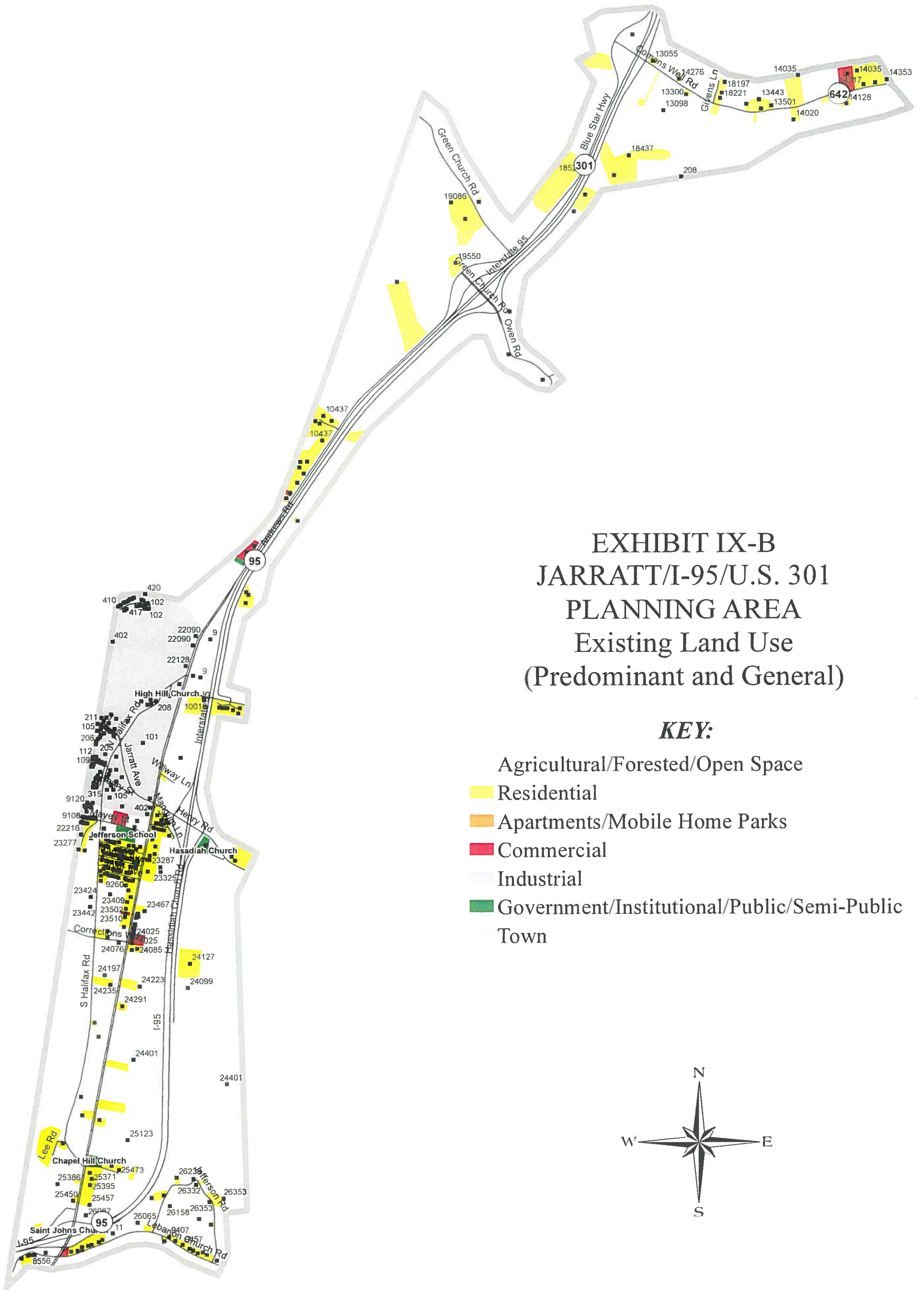
- management of water resources and applicable State and Federal development regulations.
7. Develop a County website and a quarterly newsletter to disseminate information to residents and visitors concerning water quality and related issues.

Issue 22 Water and Wastewater Systems

Goal: Develop water and sewer systems on a County-wide or planning area basis to serve growth areas.

Objectives:

1. Emphasize the importance of adequate water and sewer systems for proper land-use development.
2. Encourage the development of a county-wide water and sewer master plan.
3. Minimize pollution of surface and ground water.
4. Encourage public and private interests to design any new water or sewer systems for individual communities and independent subdivisions to accommodate future growth.
5. Continue to seek regional cooperation to correct water and sewer system deficiencies and promote expansion of existing facilities and/or construction of new facilities that meet common needs.



**EXHIBIT IX-B
JARRATT/I-95/U.S. 301
PLANNING AREA
Existing Land Use
(Predominant and General)**

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town

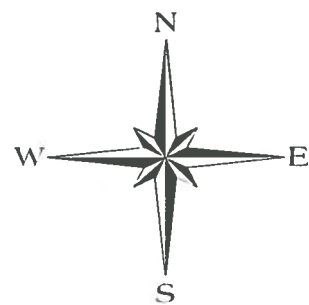


EXHIBIT IX-C

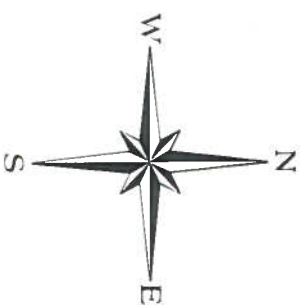
STONY CREEK/I-95/U.S. 301

PLANNING AREA

Existing Land Use (Predominant and General)

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town

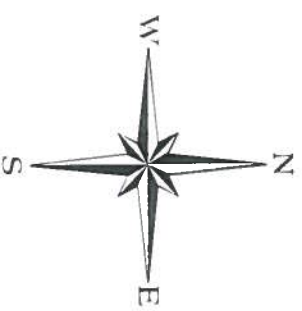
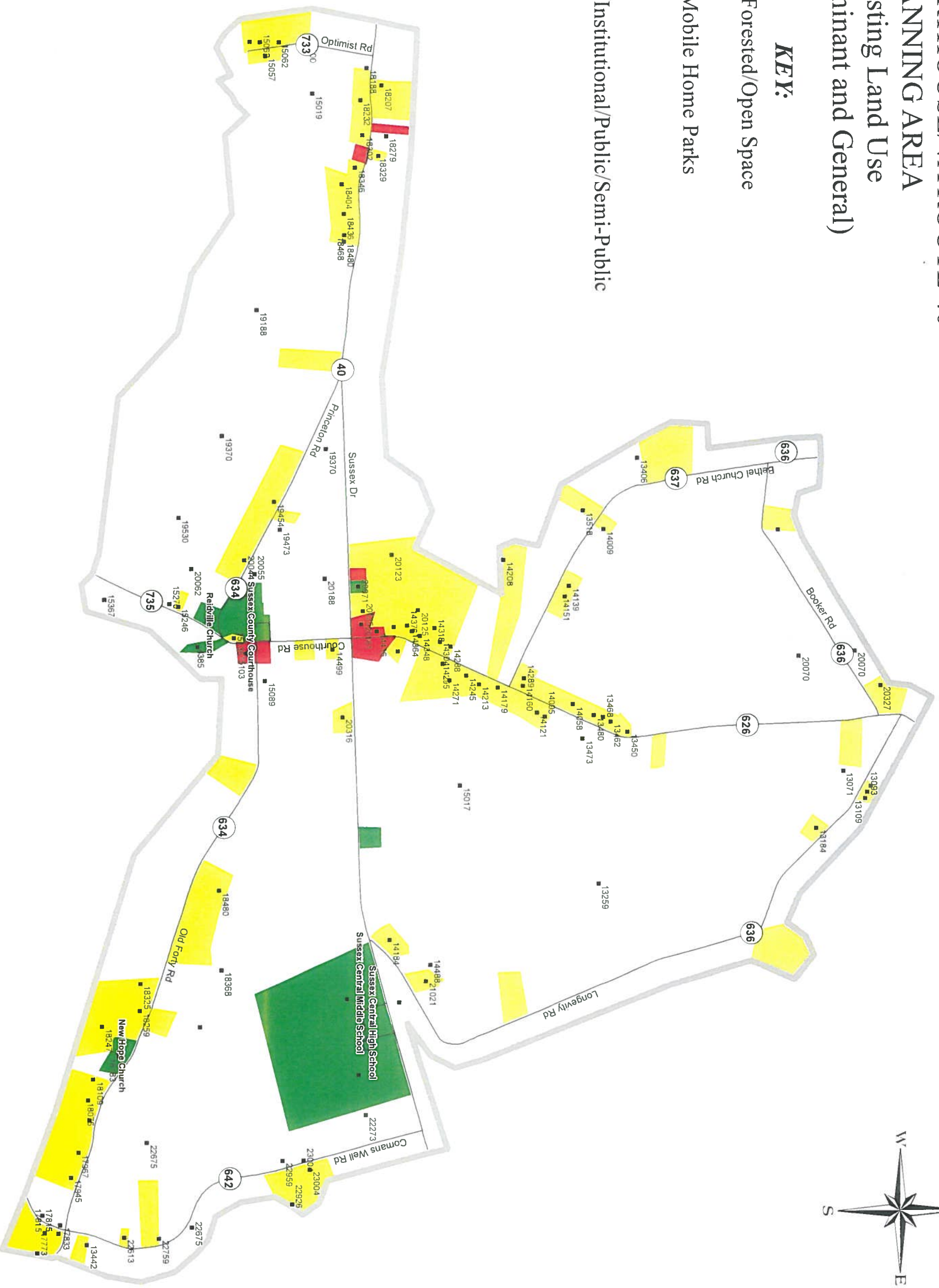


BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

EXHIBIT IX-D SUSSEX COURTHOUSE/VA ROUTE 40 PLANNING AREA Existing Land Use (Predominant and General)

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town



BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town

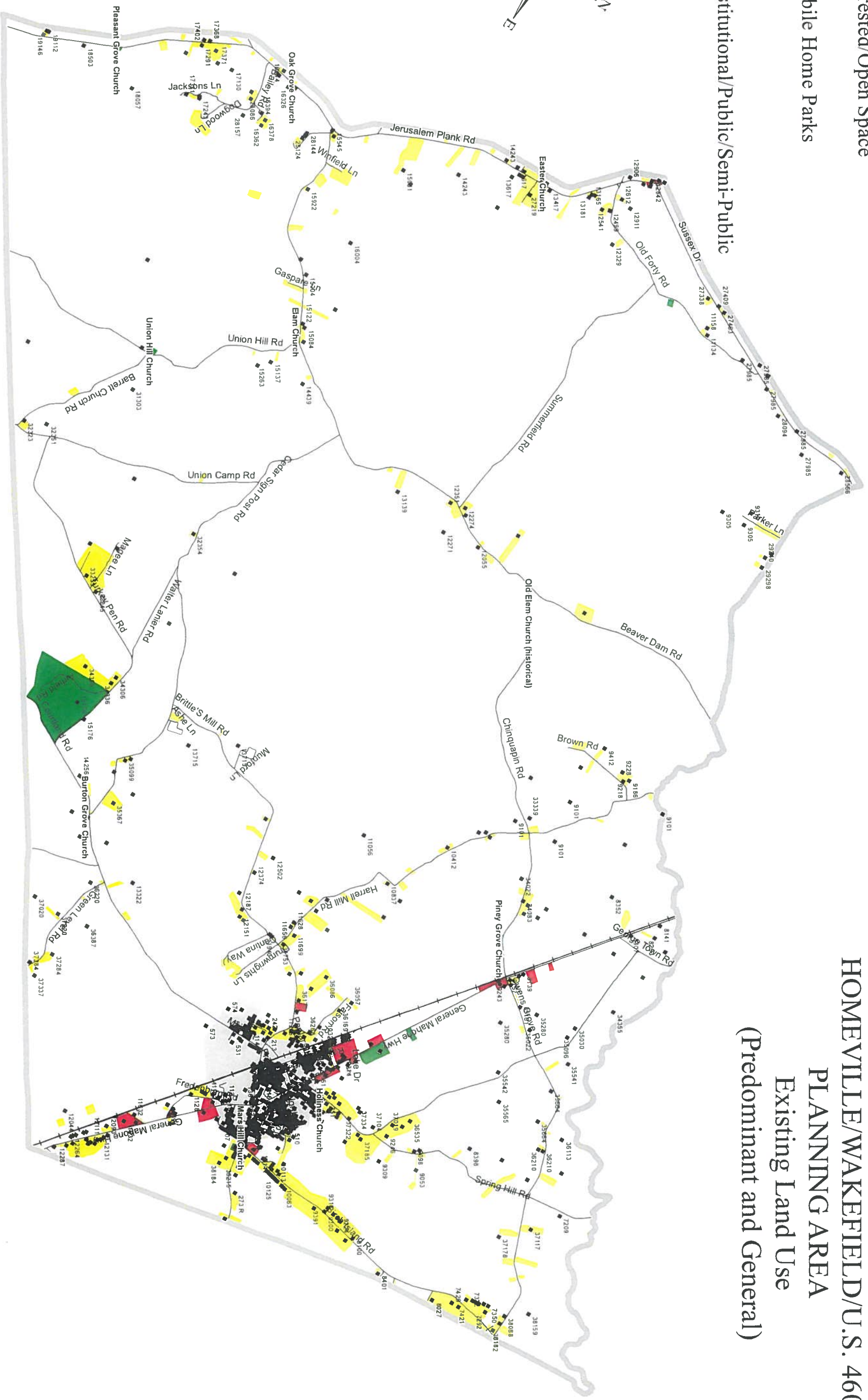


EXHIBIT IX-E
HOMEVILLE/WAKEFIELD/U.S. 460
PLANNING AREA
Existing Land Use
(Predominant and General)










BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

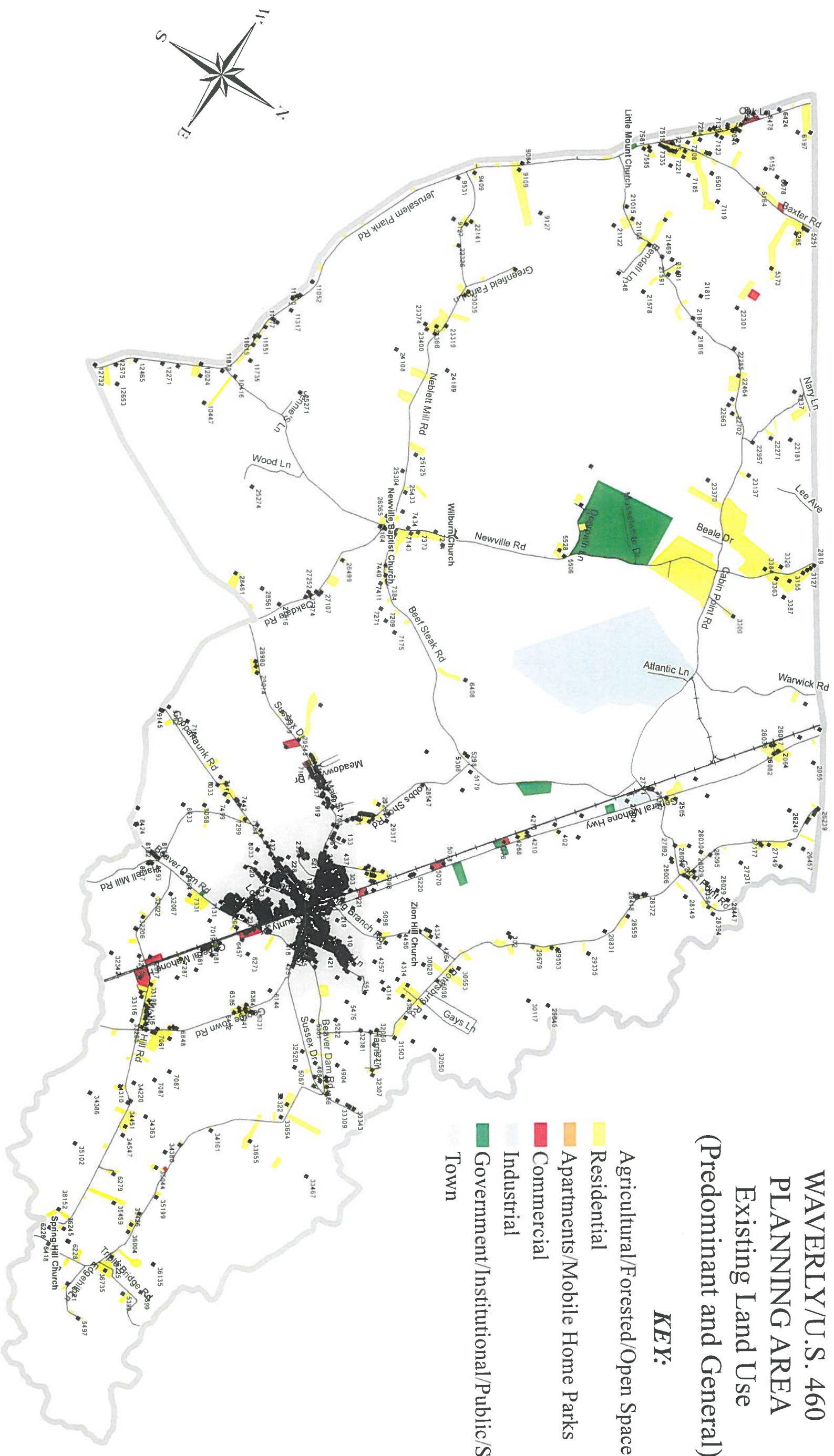
EXHIBIT IX-F

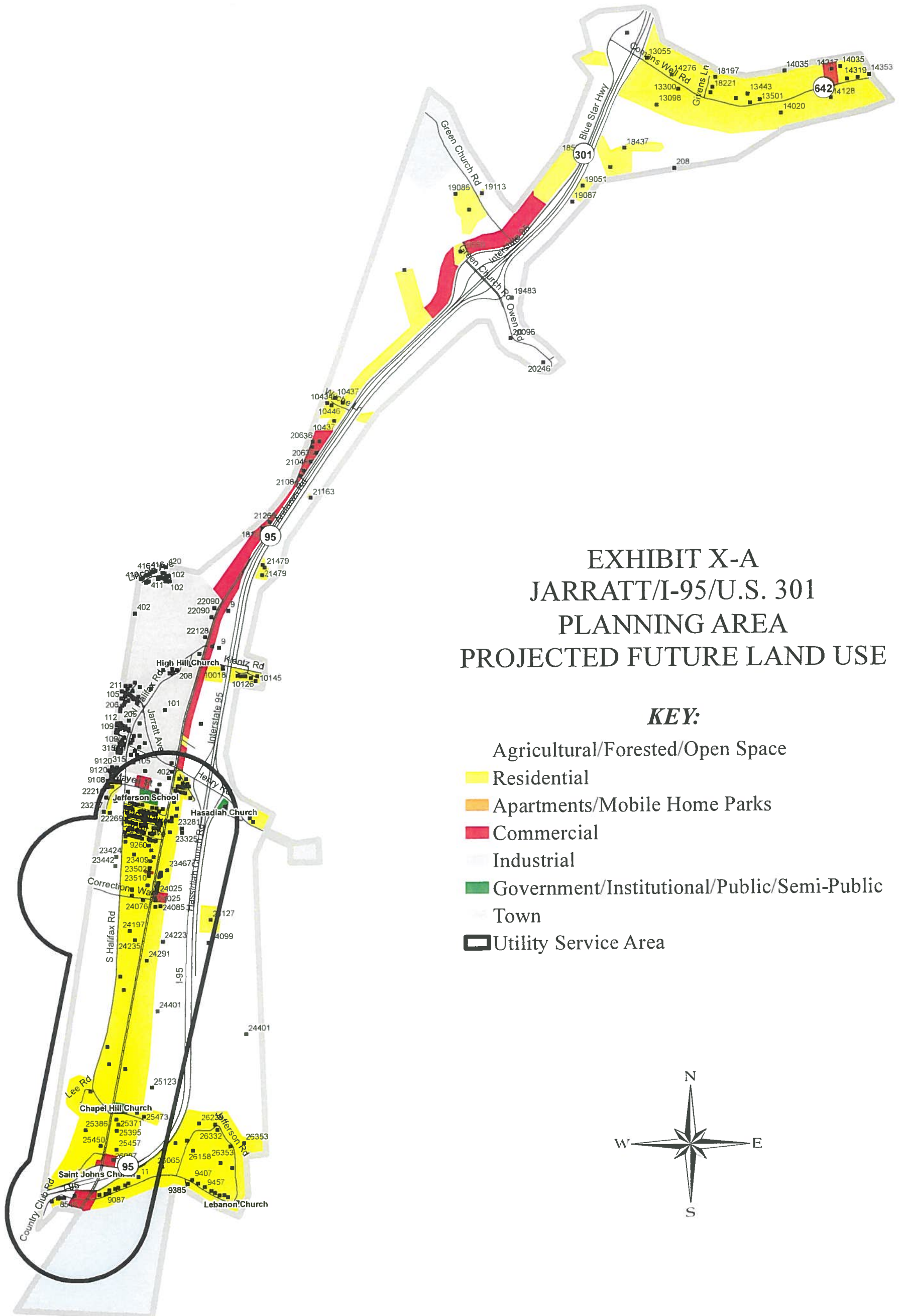
BLACKWATER/NEWVILLE/ WAVERLY/U.S. 460 PLANNING AREA

Existing Land Use (Predominant and General)

KEY:

-  Agricultural/Forested/Open Space
-  Residential
-  Apartments/Mobile Home Parks
-  Commercial
-  Industrial
-  Government/Institutional/Public/Semi-Public
-  Town





**EXHIBIT X-A
JARRATT/I-95/U.S. 301
PLANNING AREA
PROJECTED FUTURE LAND USE**

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town
- Utility Service Area

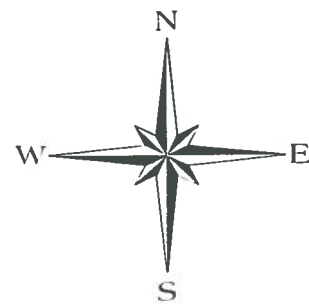


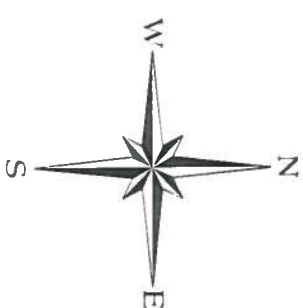
EXHIBIT X-B

STONY CREEK/I-95/U.S. 301 PLANNING AREA

PROJECTED FUTURE LAND USE

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town
- Utility Service Area

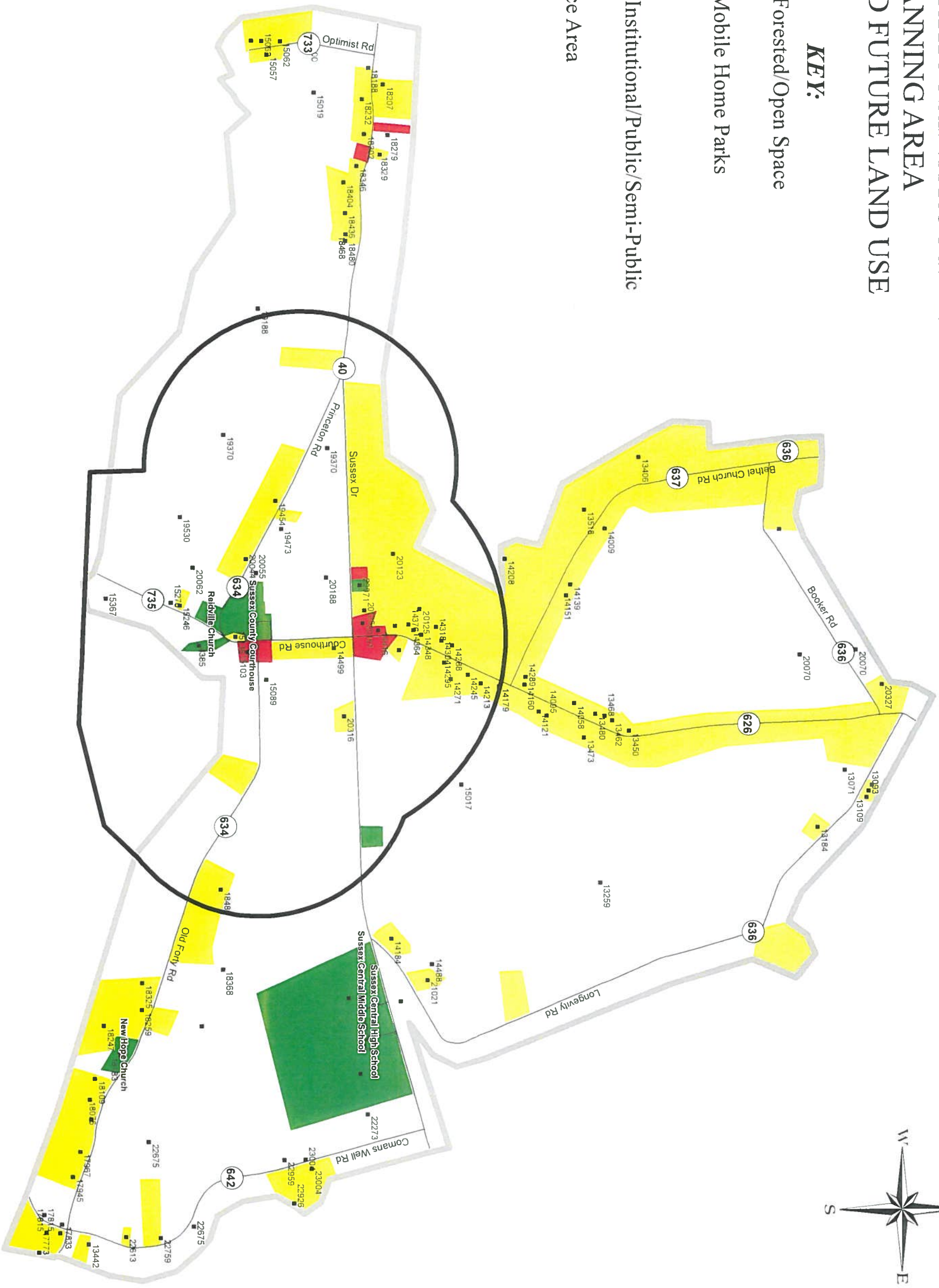


BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

EXHIBIT X-C SUSSEX COURTHOUSE/VA ROUTE 40 PLANNING AREA PROJECTED FUTURE LAND USE

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town
- Utility Service Area

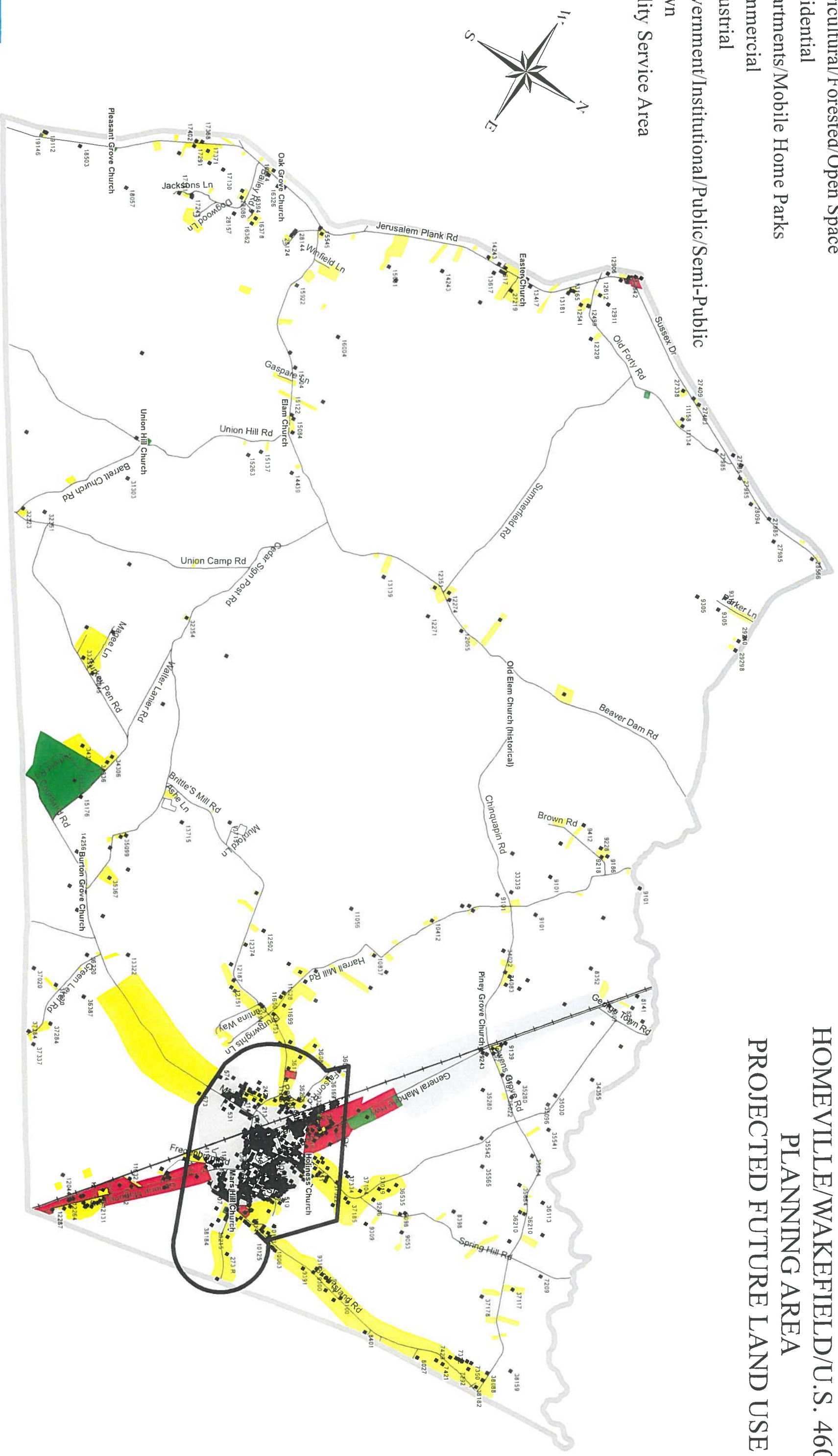


BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

KEY:

- Agricultural/Forested/Open Space
- Residential
- Apartments/Mobile Home Parks
- Commercial
- Industrial
- Government/Institutional/Public/Semi-Public
- Town
- Utility Service Area

**EXHIBIT X-D
HOMEVILLE/WAKEFIELD/U.S. 460
PLANNING AREA
PROJECTED FUTURE LAND USE**











BASE MAP SOURCE:
MSAG DATA CONSULTANTS, ORANGE, VIRGINIA, JULY, 2004
SUSSEX COUNTY GIS DATABASE, 2006

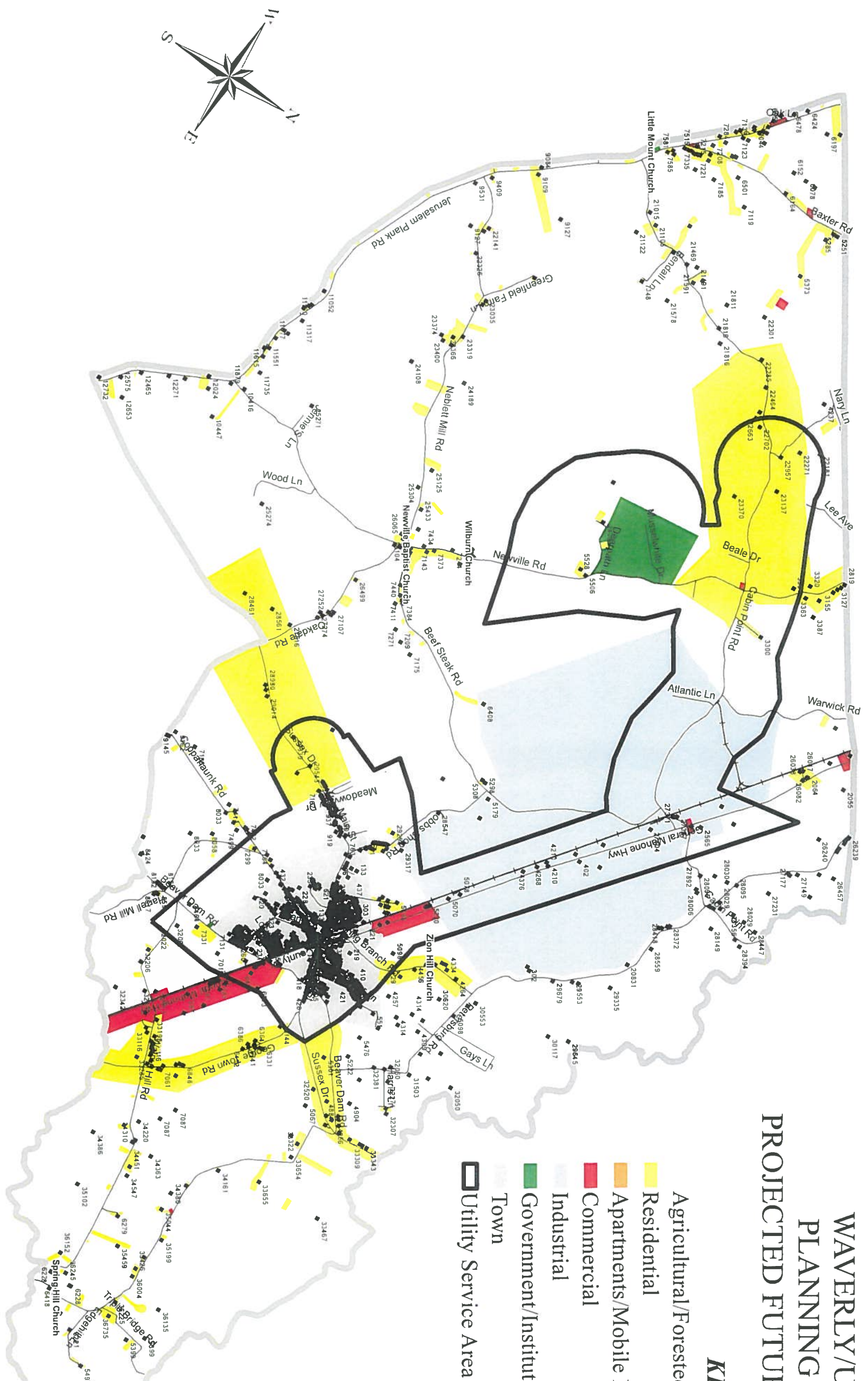
EXHIBIT X-E

BLACK WATER/NEWVILLE/ WAVERLY/U.S. 460 PLANNING AREA

PROJECTED FUTURE LAND USE

KEY:

-  Agricultural/Forested/Open Space
-  Residential
-  Apartments/Mobile Home Parks
-  Commercial
-  Industrial
-  Government/Institutional/Public/Semi-Public
-  Town
-  Utility Service Area



AGENDA ITEM #5.01
Appointment to Building Code Appeals Board

The term of Mr. Keith Cox, 35360 Shingleton Road, Waverly VA 23890 expired on June 30, 2016. Mr. Cox is eligible for reappointment; staff has communicated with Mr. Cox and he has agreed to serve again if reappointed. A copy of the current roster follows this summary sheet.

Recommendation: That the Sussex County Board of Supervisors reappoints Mr. Keith Cox, 35360 Shingleton Road, Waverly VA 23890 to the Sussex County Building Code Appeals Board for a term of three (3) years, expiring June 30, 2019.

**SUSSEX COUNTY
BUILDING CODE APPEALS BOARD**

(Established August 2004)

(Updated May 2016)

Mr. Wayne Jones
509 East North Street
Wakefield VA 23888
Term Expires: 06/30/18

Mr. Keith Cox
35360 Shingleton Road
Waverly VA 23890
(804) 691-0151
Term Expires: 06/30/16

Mr. Meade Fronfelter
P.O. Box 65
Waverly VA 23890
(804) 834-3655
Term Expires: 06/30/17

Mr. Jeffrey Gary
14044 Courthouse Road
Waverly VA 23890
(804) 898-0714
Term Expires: 06/30/17

Mr. Richard Pond
P.O. Box 14
Waverly VA 23890
(804) 641-7708
Term Expires: 06/30/18

AGENDA ITEM #5.02
Appointment to Industrial Development Authority

There is still a vacancy on the Industrial Development Authority Board of Directors. An appointment is needed to fill the term to expire May 15, 2017.

A copy of the current roster follows this summary sheet.

**SUSSEX COUNTY
INDUSTRIAL DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**
(Updated June 2016)

D. Eugene Brittle, Chairman
Post Office Box 461
Wakefield VA 23888
Office: 757 899 7310
Home: 757-899 2381
Cell: 757 377 6772
Term expires: 05/15/2019

Bruce C. Spencer
Vice Chairman
Post Office Box 581
Waverly VA 23890
Office: 804 834 2322
Term expires: 05/15/2017

Kevin Bracy
18377 Courthouse Road Yale
VA 23897
Home 434 246 4720
Term expires: 05/15/2018

L. Chester Carter
Post Office Box 505
Stony Creek, VA 23882
Home: 434 634 3876
Cell: 804 712 1250
Term expires: 05/15/2020

Clyde Johnson
427 Jasper Lane
Waverly VA 23890
Cell: 804 631 6742
Term expires: 05/15/2018

Charles Ross
23200 Moore's Lane
Jarratt, VA 23867
Cell: 434 378 3127
Term expires: 5/15/2020

George O'N. Urquhart
7201 Newville Road
Waverly VA 23890
Office: 804 897 6500, Ext. 6598
Cell: 804 516 5775
Term expires: 05/15/2017


AGENDA ITEM #6-01
Action Items
Board's 2016 Priorities Update

Following this cover sheet is the update of the Board's 2016 Priorities Updates for the July Board meeting.

SUSSEX COUNTY BOARD OF
SUPERVISORS - PRIORITIES 2016

July Update

Sussex BOS Priorities 2016



Economic Development

- ● Identify Additional Funding Streams
- ● Shovel Ready Sites
- ● County Clean-up / Beautification Plan
- ● County Newsletter

● On-going
● Complete
● No Progress

Sussex BOS Priorities 2016



Broadband

- Options for County-wide Connectivity
- Technology Working Group
- Customer Service Satisfaction Survey
- County Cell Coverage
- Video-tape Board Meetings

- On-going
- Complete
- No Progress

Sussex BOS Priorities 2016



Strategic Plan

- BOS has re-scheduled a planning session for October 25-26, 2016

- On-going
- Complete
- No Progress

Sussex BOS Priorities 2016



FY 2017 Budget

- ● Paperless Strategy
- ● Vacant Positions/Restructuring
- ● Volunteers

● On-going
● Complete
● No Progress

Thank You

Questions ?



TOWN OF WAVERLY

P.O. Box 318
WAVERLY, VIRGINIA 23880

119 BANK STREET

(804) 834-2330
FAX (804) 834-3764

Dear Business:

We have started planning our 5th Annual National Night Out Celebration.

Annually, over 15,000 communities across the United States join forces and celebrate National Night Out. A nation-wide attendance of 37 million people from all 50 states, U.S. territories, Canadian cities and military bases world-wide will come together in an effort to Promote a Police Community Partnership through crime, drug and violence awareness prevention and neighborhood unity. National Night Out is celebrated each year on the first Tuesday of August.

Our 5th Annual National Night Out Celebration will be held on Tuesday, August 2, 2016 from 3 p.m. to 8 p.m. at the Ruritan Baseball Field located on 245 Bank Street.

The previous year's event was a great success; we had approximately 300 people in attendance, and we anticipate a larger crowd this year. The night events consist of children's carnival, games and a variety of vendors will be at the location.

We are asking if you or your business would like to make a monetary donation and/or sponsor the event. The Waverly Police Department and Sussex County Sheriff Office is a non-profit organization working to make the community safer. Thank you in advance for your time and consideration that you give to this request. Contact can be made to Dispatcher P. Jones or Officer D. S. Davis at (804)898-4095 with the Waverly Police Department. Email address dsdavis@waverlypd.com and Lt V. P. Ricks or Captain E. Giles @434-246-5361 with Sussex Sheriff Office.

Sincerely,

Chief D. Banks
Waverly Police Chief
(804)834-2330

119 Bank Street Waverly, VA 23890 (804)834-2330

ACTION ITEM #6.03
Airfield 4-H Center “Boo-Grass” Festival

Following this summary sheet is information from the Airfield 4-H Center regarding their upcoming “Boo-Grass” Festival. They are requesting that community partners consider making a donation to help sponsor the event. Please review the supporting documentation.

If the Board of Supervisors desires to assist in sponsoring this event, please let staff know of its wishes.

May 6, 2016

Dear Community Partner,

I am writing you today because Airfield 4-H Conference Center could use your help! We are hosting a HUGE 2-DAY "Boo-Grass by the Lake and Ghostly Get Together Party" on October 28 & 29, 2016. This event will help our 4-H youth to go to summer camp. Any money raised will keep each child's camp fee as low as possible for their week long experience at Airfield.

This Boo-Grass event is one of the largest endeavors that Airfield has under taken in quite a long time. We are looking for 500-1000 people to attend that weekend and your sponsorship would help us make it a success. Plus, your name would be out in front of local people as well as people from many other states that will be attending.

We want to make this an annual event and have as many attend as possible. We can only do that with your help! Please consider a generous sponsorship level and help Airfield 4-H youth and this community event be all it can be. This is a tax deductible donation and we are a 501-3c non-profit. If you can pledge ANY amount, please call me at the number below or email me at pamela61@vt.edu. I will be happy to answer any questions that you may have and come to your place of business to pick up any banners or materials to display for this event. Equipment and automotive dealers are welcome to bring your products out to display for a sponsorship of \$1,000 to \$10,000.

I have enclosed the sponsorship levels as well as the Boo-Grass flyer with all of the weekend information. Thank you for your consideration and I look forward to hearing from you soon!

Sincerely,

Pamela E. Griffin

Pamela E. Griffin
Sales and Marketing Director
Airfield 4-H Conference Center
(757) 899-4901, ext. 302



15189 Airfield Rd. Wakefield, VA 23888
757-899-4901
www.AirfieldConference.com

Good day to you,

We are in the process of putting together a program for our upcoming "Boo-Grass" Festival on October 28 & 29, 2016. This 2 day weekend festival is one of the largest events we have hosted at Airfield and we are looking to make it a huge success to help support our youth summer programs. We are asking our local businesses to sponsor ads to help us in this fund raising effort. There are 25 full page ads that we are allotting for in the program, and they are \$100 each. These programs will be given out to everyone that attends this event (we are expecting 500-1000 people). Thank you so much for your consideration and we appreciate the support that you give to Airfield 4-H Conference Center.

For more information or to reserve your ad space please contact Susie Green at (757) 899-4901 or email pamela61@vtedu.

Sincerely,

Susie Green

Susie Green
Airfield Sales Rep.
Fax: (757) 899-6611

Airfield Conference Center's 1st Annual

**Friday,
October
28, 2016**

**Saturday,
October
29, 2016**



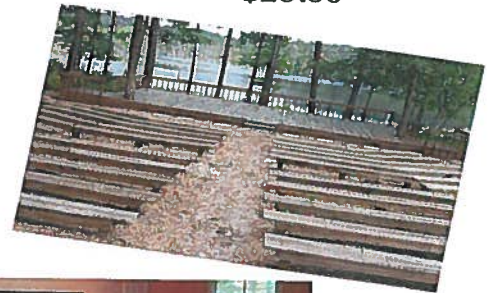
TICKET PRICES:
Friday, \$25.00
Saturday, \$30.00
All Weekend, \$50.00
*Weekend tickets purchased
by September 1, 2016,*

RV Camping Available
10 sites w/water & electricity **SOLD OUT** \$30.00
20 sites w/limited (20 amp) hookup - \$25.00
47 sites w/o electricity - \$20.00



15189 Airfield Road
Wakefield, VA 23888
(757) 899-4901

www.airfieldconference.com



Lodging Rooms Available

Executive Rooms:
King or 2 Double Beds
\$78.00 per night

Family Style Rooms:
(up to 4 people, double & bunk set)
\$90.00 per night

Dorm Style Rooms:
(up to 8 people, bunks)
\$100.00 per night



Sponsors:



Larry Stephenson



Fri., Oct. 28th Schedule:

Commonwealth Bluegrass
12:00-12:45 & 6:00-6:45
Code Blue - 1:00-1:45 & 7:00-7:45
Mill Run - 2:00-2:45 & 8:00-8:45
Larry Stephenson - 3:00-3:45 & 9:00-9:45
Lonesome River - 4:00-4:45 & 10:00-10:45

Commonwealth Bluegrass



The Boxcars



Lonesome River



Mill Run



Code Blue



Deer Creek Boys

Sat., Oct. 29th Schedule:

Flatland - 12:00-12:45 & 6:00-6:45
Deer Creek Boys - 1:00-1:45 & 7:00-7:45
Mill Run - 2:00-2:45 & 8:00-8:45
Jr. Sisk & Rambler's Choice - 3:00-3:45 & 9:00-9:45
The Boxcars - 4:00-4:45 & 10:00-10:45



Flatland



Action Items - Page 10



Vendor Application Form

Please return to:

AIRFIELD CONFERENCE CENTER

15189 Airfield Rd., Wakefield, VA 23888

(757) 899-4901 FAX: (757) 899-6611

www.airfieldconference.com • pamela61@vt.edu

Vendor Name: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Cell Phone: _____

FAX: _____ Email Address: _____

PRODUCTS you sell: _____

Please check if you need electric outlet (power is limited)

REQUIRED: Must wear vendor tag at all times.

\$75.00 vendor fee for entire weekend must be paid in advance FOR 10 X 10 space. Vendor fee includes one Boo-Grass festival admittance, any other person or person(s) must purchase a ticket at regular price in advance or at the gate to be admitted.

This agreement is between Airfield Conference Center and vendor listed above on this application & agreement, herein called "vendor". Airfield Conference Center and vendor are mutually entering into a short-term agreement to **display, promote and sell the vendor's product(s) at the Boo-Grass by the Lake Festival on October 28 & 29, 2016.**



Vendor Signature _____

Action Items – Page 11

Accepted by Airfield Conference Center by: _____

ACTION ITEM #6.04
VHDA Memorandum of Understanding

Following this summary sheet is a proposed Memorandum of Understanding Between Virginia Housing Development Authority and Sussex County Housing Department and the Rental Unit Accessibility Modification Grant Program Handbook.

Mrs. Brenda H. Drew, Housing Programs Coordinator will be in attendance and address the Board and make a recommendation as well.



**MEMORANDUM OF UNDERSTANDING BETWEEN
Virginia Housing Development Authority (VHDA) AND
Sussex County Housing Department**

The Virginia Housing Development Authority (“VHDA”) has created the Rental Unit Accessibility Modification Grant Program (“RUAM Grant Program”) to support accessibility modifications to rental units for income qualified Virginia residents with disabilities. The availability of such program is contingent upon the availability of program funds from VHDA.

The Sussex County Housing Department (the “Assisting Organization”) located in Waverly, wishes to facilitate the availability of the RUAM Grant Program in its service area.

The term of this Agreement is from July 1, 2016 through June 30, 2019, subject to the availability of the VHDA program funding as previously stated. VHDA may suspend or terminate this Agreement if the Assisting Organization fails to comply with the terms of this Agreement. If VHDA suspends or terminates this Agreement for the foregoing reason, or for any other reason, VHDA shall notify the Assisting Organization in writing setting forth the reason for such suspension or termination, its effective date, and, in the case of partial termination, the portion to be terminated.

Under this Agreement, VHDA’s role is the following:

- 1) To receive referrals from the Assisting Organization for individuals with disabilities who are in need of home modifications on rental units;
- 2) To provide financial assistance up to \$2,800.00, contingent upon available funding, per eligible applicant;
- 3) To provide financial assistance up to \$10,000.00, contingent upon available funding, per applicant with an Intellectual Disability (ID) waiver or Developmental Disability (DD) waiver;
- 4) To provide an administrative stipend of \$300.00 to the Assisting Organization (this rate is subject to change with 30-day notice given by VHDA to the Assisting Organization) per eligible applicant upon the completion of the requested work;
- 5) Wherever VHDA deems it appropriate, to visit the site and conduct a review of the work where the accessibility modification has been completed.

Under this Agreement, the Assisting Organization’s role is the following:

- 1) To receive referrals from individuals with disabilities requiring the modification of rental units;
- 2) To assist individuals with disabilities to complete a RUAM Grant Program Application;
- 3) To make the tenant and landlord aware of the Fair Housing Act’s requirements regarding reasonable modifications such as those eligible for funding under the RUAM Grant Program;
- 4) To make the tenant and landlord aware of RUAM Grant Program rules including the explanation contained in VHDA’s document entitled “What You Should Know Before Hiring a Contractor”;
- 5) To make the tenant aware of the following Conflict of Interest Policy:
By submitting this application for a grant, the Applicant certifies to VHDA that he or she (1) does not have any ownership interest in the contractor(s) bidding on the job, (2) has not received

anything, and has not received the promise of anything, from the contractor(s) bidding on the job that the Applicant has not already paid for in full, (3) does not have any personal or family relationship with the contractor(s) bidding on the job, and (4) has not given anything of value to any employee or agent of VHDA at any time prior to this application.

- 6) To grant extensions, pursuant to the RUAM Grant Program rules, to Applicants when their Contractors need more time, and to deliver to VHDA all associated documents and notices when such extensions are granted;
- 7) To provide VHDA with the following information:
 - A. Items Required for Award Approval:
 - a. Completed Application;
 - b. Proof of current year income for applicant and all those living in the household;
 - c. Contractor's estimate;
 - d. Contractor's W-9;
 - e. Copy of Contractor's license;
 - f. Applicable trade licenses;
 - g. Contractor's Certificate of Insurance;
 - h. ACH form (to be completed by contractor);
 - i. Statement whether a building permit or Certificate of Appropriateness is required;
 - j. Written documentation if additional funding is being provided from other sources;
 - k. Agent agreement for portable ramps (if applicable);
 - l. Rental lease agreement with both landlord and tenant signatures;
 - m. Applicant agreement;
 - n. Landlord/Owner agreement;
 - o. Copy of Intellectual Disability (ID) Waiver or Developmental Disability (DD) Waiver;
 - p. "Before" photos.
 - B. Items Required when Work is Complete:
 - a. Final Contractor invoice addressed to "VHDA, on behalf of [Applicant]" with building permit and Certificate of Appropriateness receipt attached (if applicable);
 - b. Copy of building permit (if applicable);
 - c. Copy of locality inspection approval (if applicable);
 - d. Copy of Certificate of Appropriateness for Historical Areas (if applicable);
 - e. Agent invoice addressed to VHDA;
 - f. "After" photos;
 - g. Inspection report signed by agent and applicant.

All terms not defined in this Agreement have the meaning given them in the RUAM Grant Program guidelines and documentation. The Assisting Organization shall inform and properly train their key staff on the requirements of this Agreement and certify that their staff has been trained and is in compliance by emailing GPIcompliance@VHDA.com with a statement of such by January 31st of each year that this Agreement is in effect. The below signatures by the representatives of each party indicate the understanding of the above roles for each party and that this Agreement may be amended only by a written amendment that is signed by both parties. This Agreement is not exclusive in that each party may enter into other partnerships.

Sussex County Housing Department

VHDA

By: _____

By: _____

Date: _____

Date: _____



Rental Unit Accessibility Modification Grant Program Handbook

Grants Programs and Initiatives **Effective: July 1, 2016**

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Trademarked names may appear throughout this document. Rather than list the names and entities that own the trademark or insert a trademark symbol ™ with each mention of the trademarked name, the names are used for editorial purposes only and to the benefit of the trademark owner with no intention of infringing upon that trademark.

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1. Program Description

VHDA's **Rental Unit Accessibility Modification Grant Program** makes funding available to assist with modifications to **rental units** to make them accessible for a specific tenant. The modifications made to the rental unit must relate to the tenants ability to function on a daily basis. These funds are available to persons earning 80% or less of the area median income, based on HUD Guidelines¹.

Applications will be accepted from Agents on behalf of the tenant. Examples of approved Agents are Centers for Independent Living (CILs), Local Housing Authorities, or landlords in need of accessibility modifications to a rental unit for a specific tenant. Applications are processed on a first come, first served basis.

All communications for the work to be completed will be between the Agent, Contractor, Applicant, and Landlord. VHDA's Grant Programs Administrator does not intercede in this communication process unless requested by the Agent. **The Agent should be the only point of contact between the program participants and VHDA.**

The home or unit requiring modifications must be the primary principal residence of the individual with a disability. Typical modifications include, but are not limited to:

- Installation of ramps and chairlifts
- Widening of doorways and sidewalks
- Remote entry devices
- Alterations to bathrooms (tub cuts, grab bars, toilets, faucets, etc.) and kitchens

Applicants with modifications exceeding the maximum grant amount will need to find additional sources of funds to supplement the project cost (e.g. funds from local civic organizations, personal or family funds, or other government funded programs).

1.1. Eligibility Guidelines

There are two levels of grant assistance available.

The basic grant provides funds on a first come/first served basis, for a maximum of \$2,800. Funds can be used for any renovations that are needed to make the unit accessible for a person who is disabled. The funds do not pay for the cost of items that are required to be provided by the housing owner.

For qualified individuals holding Intellectual Disability (ID) waiver or Development Disability (DD) waivers, a grant of up to \$10,000 is available.

In recognition of an agent's assistance with these applications, an administrative stipend of \$300 will be paid only to the agents that work for CILs or Local Housing Authorities.

1.2. Restrictions

- Applicants are limited to one grant every five years unless the applicant moves to a new location which requires modification or if the modification was damaged due to natural causes (weather).
- Applicants paying rent to a family member that owns the residence are not eligible.

¹ HUD Guidelines: <http://WWW.VHDA.COM/BusinessPartners/PropertyOwnersManagers/Income-Rent-Limits/Pages/HUDMedianIncome.aspx>

1.3. Freedom of Information Act

VHDA is subject to, and will at all times comply with, the Virginia Freedom of Information Act ("FOIA"). VHDA will not disclose the personal financial information of the Applicant which is protected by law, but under the current version of FOIA, the rest of the file for this grant is entirely subject to disclosure.

1.4. Conflict of Interest

By submitting this application for a grant, the Applicant certifies to VHDA that he or she (1) does not have any ownership interest in the contractor(s) bidding on the job, (2) has not received anything, and has not received the promise of anything, from the contractor(s) bidding on the job that the Applicant has not already paid for in full, (3) does not have any personal or family relationship with the contractor(s) bidding on the job, and (4) has not given anything of value to any employee or agent of VHDA at any time prior to this application.

2. Application Process

2.1. Application Requirements

To apply for a RUAM Grant, the Agent for the tenant must provide the following documentation. **All documentation must be completed in full and submitted in a single application package to vhdagrants@vhda.com.**

1. A completed application (download the latest form on VHDA.com²; be aware that this form may be revised at any time, so be sure you are using the latest form)
2. Copy of Intellectual Disability (ID) waiver or Development Disability (DD) waiver (if applicable)
3. Proof of all sources of current year income (pay stubs, copy of social security letter, bank statement, etc.) for applicant and **all others living in the household**.
Note: Please mark out account numbers and social security numbers before submitting paperwork.
4. Written documentation for additional funding from other sources.
5. Written proof that the landlord has approved the work to be done, signed by the landlord and tenant. A detailed description of the work to be done must also be included on the application.
6. Landlord/Owner Agreement
7. Applicant Agreement
8. A copy of the Rental Lease Agreement (If the applicant is living with family members, the family member must provide a copy of a valid rental agreement. An applicant paying rent to a family member that **owns** a residence is **not eligible for this funding**.)
9. Contractor estimate with materials and labor separately itemized. Estimate must include statement from contractor that work will be completed within 120 days of approval.
10. Each contractor must provide a current Contractor's license, applicable trade licenses, and certification of insurance.
 - a. ACH form to be completed by the contractor.
 - b. Contractors must provide a W-9.
11. A statement as to whether or not a building permit is required by the locality. If so, this must be procured by the contractor.
12. A statement as to whether or not a Certificate of Appropriateness is required by the locality for work being proposed in a Historic District. If so, this must be procured by the contractor.
13. Digital photos of the specified work areas taken before work is started (email to VHDA's Grant Programs Administrator as attachments to the application package).
14. Agent Agreement (for portable ramps only)

² <http://www.vhda.com/Renters/Pages/AccessibleRentalHousing.aspx>

2.2. Approval

Once a complete application has been received by the Grant Programs Administrator, it will be reviewed and if accepted, a Grant Acceptance Letter will be emailed to the Agent within 10 business days.

Do not begin work until the Grant Award Letter has been received.

If the application requires additional information, the Grant Programs Administrator will inform the Agent of missing content. If the application is rejected, the Grant Programs Administrator will notify the Agent and provide an explanation for the decision.

2.2.1. Denial

The following are possible reasons for denial of a modification grant.

- Requested modification is the legal responsibility of the landlord.
- Applicant has received an award within five years at the same residence, and did not cite destruction of the previous modification due to natural causes.
- Applicant did not have an Intellectual Disability (ID) waiver or Development Disability (DD) waiver necessary for the modification requested.
- Contractor has in the past 24 months failed to complete a contract to the satisfaction of an applicant or agent under this grant program. The applicant may submit all applicable documents for an alternate contractor within fifteen (15) days.

2.3. Completion of Work

From the date that the Grant Award Letter is issued, the Agent has 120 days to work with the applicant, the contractor, and other involved parties to have the work completed. The work completed must meet ADA guidelines and the building code requirements.

Note: The Grant Programs Administrator or other assigned VHDA associate may stop by any location to inspect the work that has been done. If the Grant Programs Administrator or other VHDA associate needs access to the housing unit, the Agent will be contacted in advance to schedule an appointment to visit the unit.

Once the work is completed and (if applicable) a building inspector has signed off on the work, the following must be submitted to the Grant Programs Administrator for payment.

1. Final Contractor invoice addressed to VHDA on behalf of the Applicant with full disclosure of the work performed in an itemized list. VHDA will disburse the amount of the grant directly to the Contractor for work approved by the Applicant and Agent
2. Copy of and receipt for the Building Permit and/or Certificate of Appropriateness (if required by locality).
3. Invoice from Agent **addressed and billed to VHDA** for administrative stipend of \$300. Please reference Agent and Applicant name on the invoice.
4. A completed Inspection Report signed by the VHDA-approved Agent and Applicant.
5. Digital photos of the specified work areas taken after work is completed.

If any of the required items are not received by the Grant Programs Administrator, payment could be delayed. **Please advise contractors of the required information.**

2.3.1. Extensions

Funds must be used within the 120-day period. If the work cannot be completed in the allotted time, a completed Contractor Request for Extension form must be sent to the Agent no later than 15 days prior to the deadline for completion of work. The request must explain the reason for the extension and how much time is required to complete the work.

If the work has not been completed by the deadline and the Agent has not issued an approval for an extension (copying VHDA), the Grant Programs Administrator will contact the Agent letting them know that the applicant's application will be voided.

Extensions may be granted for the following reasons:

- Weather hindered completion of work within 120 days
- Delay attributable to the manufacturer in delivery of materials needed for modification; written documentation of delay must be provided by contractor

If for any reason an extension cannot be granted, the application will be voided.

2.4. Disbursement

Payment to the contractor and the administrative stipend will not be issued until the job is complete and inspected, and final paperwork has been received and approved by the Grant Programs Administrator.

Once the required documentation has been received and approved, the Grant Programs Administrator will send the Agent an email confirmation.

The Grant Programs Administrator will complete the paperwork for payment and send it to VHDA's finance department for payment. Please allow 30 business days for payment to be made to the contractor. Payment to the contractor will be issued directly from VHDA to the contractor.

3. Program Documents

The following program documents are part of the application package. Be sure you have the latest versions by downloading them from VHDA.com³.

3.1. Application

This is the official application required for a Rental Unit Accessibility Modification Grant.

3.2. Application Checklist

Agents should complete this checklist to ensure that all documentation is provided.

3.3. Applicant Agreement

This certifies that all applicant information is true, accurate, and complete to the best of the applicant's belief and knowledge.

3.4. Landlord/Owner Agreement

This certifies landlord/owner agreement to the modification, and stipulations of the grant.

3.5. Request for Contractor Information

This ensures the contractor is properly informed of his/her role and responsibilities concerning this program, and provides a checklist of required contractor information.

3.6. Final Inspection Report

This certifies that the applicant and Agent are satisfied with the work done to the residence and that it has been completed in a workmanship-like manner.

3.7. Contractor Request for Extension

This permits a contractor to request an extension to the construction timeframe necessary due to specific permissible conditions hindering completion of the work.

3.8. Agent Request for New Contractor

This permits an Agent to request a new contractor if the approved contractor has not completed work to the satisfaction of both the applicant and the Agent.

3.9. Sample Documents

These are provided as examples (not as templates) of certain documents required by the grant process.

3.9.1. Contractor Estimate Sheet

Required as part of the grant application process.

³ <http://www.vhda.com/Renters/Pages/AccessibleRentalHousing.aspx>

3.9.2. Contractor Invoice

Required at the completion of the construction process.

3.9.3. Lease Agreement

Required to show that the applicant resides at the location where the work will be performed.

3.9.4. Ramp Agreement

Required to show that the applicant understands the conditions of an accessibility ramp installation.

3.10. Resource Documents

Additional information provided to assist renters and landlords.

ACTION ITEM #6.05
General Reassessment Services

The advertisement of the Request For Proposals (#2016-02 – General Reassessment Services) was listed in the Sussex Surry Dispatch and Richmond Times Dispatch; placed on the County’s website and listed with the Department of General Services. There were eleven (11) firms listed with the Department of General Services.

Staff received two (2) responses to our proposals, Pearson Appraisal Services, Inc. of Richmond VA and Wampler Eanes Appraisal Group of Daleville VA. Lane Real Estate Appraisals and Wingate Appraisal Service notified us that neither of them were in a position to submit a proposal at this time.

Under the Selection Process section of the RFP (a copy was included in the June 16, 2016 Board packet and also included in this packet for reference) indicated that representatives from the Board of Supervisors will review all proposals and select a minimum of three (3) for interviews.

Both proposals have been shared with the Commissioner of the Revenue.

Request: That the Board of Supervisors authorize staff to schedule a date for the interviews; that the Chairman and Vice Chairwoman of the Board of Supervisors, the County Administrator, Deputy County Administrator and Commissioner of the Revenue meet with the two respondents and be prepared to make a recommendation approving a contract for the General Reassessment Services, to the full Board at the August 18th meeting.

NOTE: Staff has received a letter from a citizen (Mrs. Helen Harrell, 25380 Harrell Road, Jarratt VA 23867) in opposition to the general reassessment. (A copy of the letter follows this summary sheet).

RECEIVED

JUN 30 2016

SUSSEX COUNTY
ADMINISTRATION

25380 Harrell Road
Jarratt, Virginia 23867
June 28, 2016

County Administrator
P.O. Box 1397
Sussex, Virginia 23884

Dear Mrs. Davis,

I am totally against the Reassessment of the Real Estate properties. It was done about 3 years ago. Doing the Reassessment again is a waste of the County's money.

Sincerely,
Helen Harrell

Deborah Davis

From: Pattie Poole
Sent: Wednesday, June 22, 2016 4:02 PM
To: Deborah Davis
Subject: FW: Request for Proposals #2016-02/General Assessment

FYI.

Patricia B. Poole
Secretary I/Receptionist
County of Sussex
434.246.1000
434.246.6013 (fax)
ppoole@sussexcountyva.gov

From: Debbie Lane [mailto:miny1126@hotmail.com]
Sent: Wednesday, June 22, 2016 4:02 PM
To: Pattie Poole
Subject: Request for Proposals #2016-02/General Assessment

We regret that we are not in a position to submit a bid, for the above referenced job, at this time.
Thank you,
John R Lane, MAI
Lane Real Estate Appraisals, Inc.
804-754-8045

June 22, 2016

Patricia B. Poole
Sussex County Administrator's Office
Post Office Box 1397
Sussex, VA 23884

Re: Request for Proposals #2016-02
General Reassessment - County of Sussex


Dear Ms. Poole:

This will acknowledge receipt of your Request for Proposals for your upcoming General Reassessment.

We appreciate your including our firm in this request. However, due to current contractual obligations, we, regretrfully, are not in a position to submit a proposal on your reassessment.

Again, we appreciate the opportunity, and perhaps we can be of service to Sussex County at some future time.

Sincerely,


Donald K. Thomas
President and Chief Operations Officer

DKT:ca



Wingate Appraisal Service

Action Items – Page 27

COUNTY OF SUSSEX
Request for Proposals Number #2016-02
General Reassessment Services

GENERAL INFORMATION

The County of Sussex, Virginia is located in the southeastern portion of the Commonwealth of Virginia with a population of approximately 12,000. The county has 9,529 parcels of real estate at the time of this request for proposal and of that number 8,940 is taxable and 589 is non-taxable. The County has been on a six (6) year reassessment cycle with the last general assessment effective for the tax year January 1, 2012. However, with this request, the County has moved to a four (4) year general assessment cycle. The successful appraisal firm shall perform and provide all the services and products required for the completion and delivery of the property assessment of all real property within the County of Sussex, effective for the tax year 2018 including all necessary technical and administrative assistance services in connection with such undertaking.

The Appraiser shall make a complete, uniform reassessment of all real property within the County, excluding public service properties and including the inventory and valuation of all non-taxable (exempt) properties and the classification of all real property in accordance with the requirements of the State of Virginia. The values to be estimated in all cases shall be 100% fair market value as required by the Virginia Constitution and applicable Virginia statutes. Generally, the Courts of Virginia have defined fair market value as follows:

"The fair market value of a property is the price which it will bring when offered for sale by one who desires, but is under no duress to sell and is brought by one who is under no undue necessity of buying, with both buyer and seller being knowledgeable of the uses to which the property is adaptable."

The Appraiser's role is to work with the County of Sussex and serve as a professional assessor in order to establish the fair market value of each of the properties within the County, and with the understanding that in all cases, uniformity and equality are required under the laws of the State of Virginia with respect to class and/or property. All aspects of this reassessment program shall be conducted in accordance with the laws of the State of Virginia. The property reassessment will begin within fifteen (15) days from the awarding of the contract and will be completed by December 31, 2017 with any extensions only as necessary and authorized under the Code of Virginia.

SCOPE OF WORK

The Appraiser agrees to perform the following general reassessment services for the County of Sussex, Virginia. The Appraiser will conduct a comprehensive sales data analysis which shall include, but not be limited to, a review of all real estate sales and/or transactions from the various classes of real estate within the County, which shall be made prior to any real property. These sales shall be divided into two categories and ratio studies shall be performed for each class of houses and land. The two categories are (1) building sales; and (2) land sales:

- 1) The Building Sales review shall be as stated above and shall additionally be reviewed and analyzed by quality of construction, type, age and location. Photos shall be taken, and made available to the County and shall become the property of the County, of homes used in the sales analysis.
- 2) The Land Sales Review shall be reviewed as stated above and shall additionally be reviewed and analyzed by their location, zoning, classification and size. Photos shall be taken, and made available to the County and shall become the property of the County.

The Appraiser shall, at the completion of the reassessment, provide to the County all sales analysis, and all documents and pictures generated from the studies. These sales analysis and all documents (manual and electronic) shall become the sole and exclusive property of the County. This information will be made available to the Commissioner of the Revenue during the reassessment program. The Appraiser, at the written or oral request of the County at any time during the previously stated reassessment period, shall forthwith make the completed or partially completed sales analysis or any part thereof designated by the County, available to the Board of Equalization or any other County agency or department designated by the County.

An appraisal manual shall be prepared from the previously stated data and analysis and this manual shall be used throughout the general reassessment as well as the interim period following this and the next general reassessment. Two copies, at the sole expense of the firm shall be provided to the Sussex County Commissioner of the Revenue's Office on dates as agreed upon by the Appraiser and the Commissioner of the Revenue. Thereafter, all copies of said manual shall be delivered to the Commissioner of the Revenue. The manual so prepared shall be the sole and exclusive property of the County.

The Appraisal Manual shall also include the guidelines for appraisal or the various classes of timber and the methods used to define these categorical breakdowns and/or classifications.

Property record cards shall be prepared and designed so as to show all items of information, including but not limited to, depreciation and pricing data for each building together with the owner's names, address, legal description of the real estate parcel, map number, et cetera. Additionally, this property record card shall show all criteria used in determining land value and classification, plus an area on said individual card for recording total land and building values.

The firm's certified appraisal personnel shall make a personal inspection of each parcel of property and any improvements or other elements prior to the placement of value thereon or thereupon. If practicable, the property owner should be interviewed and any and all data which shall be necessary for a fair and equitable assessment of each real estate parcel should be collected.

The minimum field inspection data to be collected shall include the measuring of all buildings, coded and prepared for computer entry for all parcels in the County. A parcel, for purposes of this document, shall be defined as each line used on the land book. A complete exterior and reasonable interior inspection shall include the measuring of and sketching of each residence and any other major building and improvements. Further, a digital photograph, which shall become the sole and

exclusive property of the County, shall be taken of all major improvements which exists on the property and shall include any outbuilding valued over five thousand (\$5,000.00) dollars.

In addition to the above required data, types of construction shall be recorded by component parts, such as foundations, basement areas, wall construction, insulation, roof, floors, interior finish, heating systems, fireplaces plumbing fixtures, number of rooms, number of bedrooms, number of bathrooms, year built, year remodeled, exterior and interior condition, physical depreciation, functional and economic obsolescence, general quality of construction and recent sales data. All information so gathered shall be recorded on appraisal cards. The minimum field inspection data to be collected shall be all buildings measured, coded and prepared for computer entry for all parcels in the County. A parcel, for purposes of this document, shall be defined as each line used on the land book. A complete exterior and reasonable interior inspection shall include the measuring of and sketching of each residence and other major buildings and improvements. Certified appraisal personnel of the firm shall view the property prior to the preparation of a market assessment.

On improved properties where no one is found to be at the property, a door hanger, as provided by the County, shall be left informing the owner that a reassessment is being conducted and requesting any needed information on the property. The firm's personnel shall make a notation on the field card and the property shall be appraised based on the best information available at that time.

Mandatory Appraisal Requirements regarding assessment of certain properties shall be as follows:

- a) **Manufactured/Mobile Homes:** The appraiser shall appraise all manufactured/mobile homes as real estate if the manufactured/mobile home is sitting on a permanent foundation with the hitch removed.
- b) **Residential Properties:** The appraiser shall be responsible for making a complete exterior and reasonable interior inspection which shall include measuring and sketching each residence and other major building improvements. The type of construction shall be recorded by component parts, such as foundations, basement area, wall construction, insulation, roof, floors, interior finish, heating system, fireplaces, plumbing fixtures, number of rooms, number of bedrooms and bathrooms, year built, year remodeled, exterior and interior conditions, physical depreciation, functional and economic obsolescence, general quality of construction and recent sales data.
- c) **Rural Properties:** Suburban and farm dwellings shall be visited and inspected in the same manner as residential buildings. All farm buildings and structures shall be measured, spotted and numbered in relation to the main dwelling on the fieldwork sketch card and listed according to their use, type of construction, size, age and condition. These improvements shall be appraised at their fair market value.
- d) **Commercial and Industrial Properties:** These properties shall be handled in the same manner and methodology as used in the appraisal of residential property. New construction and additions shall be accurately measured and a complete description shown for each. The basic cost data shall be applied to existing construction for the determination of accurate

and consistent replacement costs, less any physical depreciation, functional or economic obsolescence. In addition, income and expense data and market shall be used where applicable and available in assessing the properties.

- e) Apartment Buildings: All apartments of four or more dwelling units designed or redesigned for such occupancy, and all groups of apartment buildings are to be classified as analysis of income and expense data, if obtainable. The income approach to value must be considered in apartment appraisals and where actual rents are not available, economic rental shall be used.
- f) Industrial Plants: All industrial plants shall be appraised in the same manner as commercial properties. All yard improvements shall be listed individually and shall be priced and numbered; (A) Small Industrial Plants shall be appraised in the same manner as other commercial properties; (B) Major Industrial Complexes considered to be major industrial complexes, shall require a complete and separate report which shall be summarized, typed and bound and furnished to the County. This report shall include a building by building component part description of construction and fixed equipment taxable as real estate and shall show individual replacement value and depreciation for each. All yard improvements shall be listed individually and shall be priced and depreciated separately. Drawings of all buildings shall be made with buildings numbered and shown in their proper location size with the name of the building as known to the industry shown. The market and income approach to value shall be used if applicable; (C) All other properties not covered previously and required by law to be appraised, shall be appraised at market value using the acceptable appraisal standards. Timber shall be set out as a separate value; (D) New construction constructed during 2017 shall be appraised through December 31, 2017.

Prior to any informal administrative or other hearing, the Appraiser shall prepare and mail reassessment notices to all affected real property owners. This shall include the stuffing of all envelopes and the sorting of zip codes by the personnel of the appraisal firm.

Prior to any informal administrative or other hearing, when requested by the County, the Appraiser shall prepare for and conduct any informal hearing regarding this general reassessment, by furnishing qualified firm representatives to conduct the same, at a mutually agreed upon location in the County of Sussex, Virginia as furnished by the County. The Appraiser shall furnish written recommendations to the County for the disposition of any complaints made as a result of this general reassessment within ten (10) days of any such informal hearing.

The Appraiser shall furnish written recommendations to the County for the disposition of any complaint as a result of this general reassessment upon request of the County within ten (10) days of such request.

In the event of an appeal to any Court in the Commonwealth of Virginia, the Appraiser shall furnish such competent witness or witnesses and supporting evidence as may be required to defend the valuation(s) of the property in question.

The Appraiser or his designated agent shall meet with the Board of Equalization on an as- needed basis during the time period specified in the agreement between the County and the Appraiser, if so requested.

APPRAISER'S PERSONNEL AND WORK SPACE

The Appraiser shall use only qualified appraisers of good character with a minimum of ten (10) years of appraisal experience and shall use an adequate number in order to expeditiously perform the work called for in this Request for Proposal. The Appraiser and its employees are not employees or agents of the County. The Appraiser agrees that all of its employees shall have sufficient skills and experience to properly perform the work assigned, by the Appraiser to them, under this Request for Proposal.

All employees performing these appraisals and other skilled workers shall not be less than twenty-one (21) years of age and shall have sufficient education, training and experience in any phrase of the work assigned to them so as to perform properly and satisfactorily in the manner prescribed by this Request for Proposal.

Upon request of the County, any employee shall provide, through the Appraiser's company, satisfactory proof, by verified affidavit, as to his or her appraisal experience in a particular field.

Complete instructions and directions of all personnel of the Appraiser connected with the reassessment program shall be supplied by the Appraiser, subject to the advice and review of and by the County.

All clerical personnel involved in the property reassessment shall be the responsibility of the Appraiser. The County shall furnish, as available, all necessary office space with furnishing. All data processing, including the appraisal cards, reassessment book and notices shall be provided by the County.

INSURANCE

The Appraiser shall carry public liability, Workmen's Compensation and any other job related insurance designed to save and hold harmless the County, its officers and/or officials from all claims, demands, suits, actions, recoveries, judgments of any kind and description brought or recovered against them by reason of any act of the Appraiser, the Appraiser's agents, employees or subcontractors during the execution of the work project.

In addition to the insurance requirements as stated, the Appraiser shall also provide liability coverage. All insurance coverage shall name the County as an additional insured for this project. The limit of liability shall be at least one million (\$1,000,000.00) dollars.

AVAILABILITY OF FUNDS

The County shall be bound only to the extent of the funds available or which may hereafter become available for the purpose of this project.

FEDERAL AND STATE AGREEMENT REQUIREMENTS

The Appraiser agrees to abide by and conform to all federal, state and local laws and regulatory requirements, including but not limited to, the federal Civil Rights Act of 1964, as amended, the Federal Immigration Reform and Control Act of 1986, as amended, and the Virginia Fair Employment Contracting Act of 1975, as amended.

PROPOSAL FORMAT

Each proposal should include and be organized in a format similar to the following:

1. Description of the firm to be involved in the project, including current declaration page of professional liability, malpractice or error and omissions insurance indicating policy limits.
2. Description of the firm's concept of this project, methodology and time frame for accomplishing this scope of work.
3. Description of the firm's experience in performing similar types of work.
4. Provision of resumes for the persons to be assigned to the project along with their responsibilities.
5. List a minimum of three (3) reference (localities); identifying their lead staff person and providing phone numbers and/or email addresses, for whom the firm has been, or is, providing these same or similar services.

SELECTION PROCESS

Sussex County staff will perform the following:

1. Preliminary review - County staff in conjunction with representatives from the Sussex Board of Supervisors will review all proposals and select a minimum of three for interviews.
2. Interviews - County staff and/or representatives from the Board of Supervisors will interview the selected firms and rank them according to the following criteria:
 - a. The firm's understanding of the work to be performed.
 - b. The proposed methodology for performing the work.
 - c. The results of reference checks on past work.
 - d. The firm's overall background and experience conducting this type of work. The county prefers a firm conducting this type of work exclusively for the public sector.
3. At this time, firms will be requested to provide non-binding cost estimates for the project and staff hours to perform the task.
4. Final Selection - County staff will rank the firms and will negotiate a contract pursuant to the procedures set forth in the Virginia Public Procurement Act.
5. Award - County staff will recommend to the Sussex County Board of Supervisors the awarding of the contract. With the awarding of the contract by the Board of Supervisors, the selection process is concluded.

ADMINISTRATIVE MATTERS

- A. Interested firms must submit one (1) original and four (4) copies of their proposal no later than 4:30 p.m., Friday, July 8, 2016 to Patricia B. Poole, Sussex County Administrator's Office, Post Office Box 1397, Sussex, VA 23884 (physical address: 20135 Princeton Road, Stony Creek VA 23882). Phone (424) 246 1000
- B. Any request for clarification of any information contained in the RFP must be made in writing to the County Administrator at the address set out in subsection A. Any substantive clarifications will be mailed to all firms requesting the RFP. The County will not be responsible for any oral communications.
- C. Proposals received after the deadline of 4:30 p.m., Friday, July 8, 2016 or proposals that are faxed, emailed or telephoned will not be accepted. An original ink signature of an authorized principal of the firm and four (4) copies of the proposal must be submitted. The proposal must contain the full name of every person, firm or corporation involved and the address of the person, firm or corporation or firm submitting the proposal. If incorporated, identify the state in which incorporated.
- D. Proposals must be delivered by the stated deadline. Proposals arriving after the specified hour will not be accepted. Should a firm submitting the proposal finds any discrepancies or omissions in the proposal documents, the County Administrator shall be informed in writing. The County will not be responsible for any oral communications.
- E. Sussex County reserves the right to reject any and all proposals. Any proposal not in conformity with the Request For Proposal will not be considered.
- F. Sussex County will not be responsible for any expense incurred by the firm in preparing and submitting a proposal in response to this request, nor shall the County be responsible for any cost associated with negotiating an agreement with the selected firm. All proposals become the property of Sussex County.

Thank you for your interest in Sussex County, Virginia.

ACTION ITEM #6.06
Workers' Compensation Panel of Physicians

Following this summary sheet is the proposed panel of physicians for our worker's compensation program. The panel was last updated October 2004. Also included is a copy of the current panel as well.

Mrs. Louise R. Brucato, Payroll Clerk has communicated with all of the physicians listed and they have all agreed to participate if accepted and approved by the Board of Supervisors.

Recommendation: That the Board approved of the Panel of Physicians for Sussex County Worker's Compensation Program as presented.



VACORP

June 2016

SUSSEX COUNTY
WORKER'S COMPENSATION PANEL OF PHYSICIANS

Waverly Medical Center

344 West Main St.
Waverly, VA 23890
804-834-8871
George Coleman, MD
Sharon Newton, NP
Catrell Owens, MD

Colonial Heights Medical Center

3512 Boulevard
Colonial Heights, VA 23834
804-520-1110
*Multiple rotating physicians

Sentara Family Medicine Physicians

109 Railroad Ave
Wakefield, VA 23888
757-312-8730
Carrie Wiggins, NP

Emporia Medical Associates

6 Doctors Ave
Emporia, VA 23847
434-634-6101
Michael Anderson, MD
Adel Bishai, MD
Adolph Flowers, MD

BetterMed Urgent Care – Prince George

4600 Puddledock Road
Prince George, VA 23875
804-704-8655
*Multiple rotating physicians

Patient First – Colonial Heights

1260 Temple Avenue
Colonial Heights, VA 23834
804-518-2597
*Multiple rotating physicians

THE CLOSEST EMERGENCY ROOM OR URGENT CARE FACILITY MAY BE USED DURING A MEDICAL EMERGENCY. ONCE EMERGENCY TREATMENT IS COMPLETE, A PANEL PHYSICIAN MUST BE CHOSEN FOR FOLLOW-UP CARE.

_____ I agree to choose a physician from the above panel.

_____ I decline to select a doctor from the above panel. I understand that I will have to pay for medical treatment and doctor bills, and that I may be denied worker's compensation benefits for any absence based on disability that is not certified by an approved physician.

Employee Signature _____

Date _____



COUNTY OF SUSSEX
Workers' Compensation Panel of Physicians
(October 2004)

General Practice

Tony R. King, MD
10357 General Mahone Highway
Wakefield VA 23888
Phone: (804) 931-6878
Fax: (804) 991-9101

Ramona Austin, MD
Waverly Medical Center
344 West Main Street
Post Office Box 29
Waverly VA 23890
Phone: (804) 834 8871
Fax: (804) 834-8875

Michael D. Matherlee, MD
Stony Creek Community Health Center
12454 Hartley Street
Stony Creek VA 23882
Phone: (434) 246-6100
Fax: (434) 246-6614

Fitzgerald Marcelin, MD
Marcelin Medical Center
137 Baker Street
Post Office Box 958
Emporia VA 23847
Phone: (434) 336-9811
Fax: (434) 336-0082

Colonial Heights Medical Center (has several physicians)
3512 Boulevard, Colonial Heights VA 23834
Phone: (804) 520-1110
Fax: (804) 526-3105

Orthopaedic Physicians

Center For Orthopaedic Surgery, Ltd.
106 Fairview Lane
Post Office Box 815
Franklin VA 23851
Phone: (757) 562-6633
Fax: (757) 562-5851

Colonial Orthopaedics
131 Jennick Drive
Colonial Heights VA 23834
Phone: (804) 526-5888
Fax: (804) 526-5401



The closest emergency facility may be used in any emergency situation. Once the emergency treatment is completed, a panel physician must be chosen for follow up care.

_____ I agree to choose a physician from the above panel.

_____ I decline to select a doctor from the above panel. I understand that I will have to pay for medical treatment and doctor bills and that I may be denied workers' compensation for any absence based on disability that is not certified by an approved physician.

(employee's signature)

(date)

(supervisor's signature)

(date)

ACTION ITEM #6.07
Virginia's Gateway Region – Letter of Confirmation

Following this summary page is a copy of a letter of confirmation for Virginia's Gateway Region as signed by Chairman Blowe.

Virginia's Gateway Region exists to enhance the economic development opportunities for the cities of Colonial Heights, Hopewell and Petersburg, and the counties of Chesterfield, Dinwiddie, Prince George, Surry and Sussex. Virginia's Gateway Region is a private, nonprofit organization that is publicly and privately funded to facilitate new business opportunities, work with existing businesses, advance resources that will enhance the economic viability of the region and foster regional cooperation among the public and private entities that are involved in economic development activities.

VGR's one-stop convenience provides the following site location services for companies looking for a new location and for existing companies with expansion potential:

- ✓ Site-selection assistance
- ✓ Property information
- ✓ Labor market analysis
- ✓ Commercial market analysis
- ✓ Financial contacts
- ✓ Job-training assistance
- ✓ Customized research
- ✓ Build-to-suit/design-build coordination
- ✓ Access to regulatory authorities
- ✓ Employee recruitment assistance
- ✓ Coordination of state and local assistance
- ✓ Custom region and site tours
- ✓ Meetings and introductions with business contacts
- ✓ Facilitate discussion with government entities

Recommendation: That the Board of Supervisors endorse the letter of confirmation signed by Chairman Blowe.

June 23, 2016

Victor K. Branch and Robert C. Walker
Global 3.0 Campaign Chairs
Virginia's Gateway Region
256 E. Ellerslie Ave, Suite D
Colonial Heights, VA 23834

RE: Sussex County Letter of Confirmation for Driving Regional Growth-
Embracing a Global Future 3.0

Dear Mr. Branch & Mr. Walker,

Sussex County is pleased to help underwrite Virginia's Gateway Region's (VGR) new, five-year economic development program *Driving Regional Growth-Embracing a Global Future 3.0* (Global 3.0!) in order to enhance the region's economic growth and quality of life.

VGR's proposed annual investment of \$27,050 will be reviewed during our normal budgeting process, and if approved will be made during the 2016-2017 fiscal year.

In future years, Sussex County intends to make additional annual investments in accordance with VGR's letter dated Oct. 19, 2015 contingent upon: (1) our satisfaction that the Global 3.0! five-year program is progressing towards reaching its objectives and goals; (2) the benefits realized by Sussex County as a result of the program; and (3) Sussex County's financial status.

Subject to these conditions, Sussex County reserves the right to review and approve, decline or adjust future years of funding on an annual basis and cannot, by law obligate itself beyond each current fiscal year.

This letter of confirmation is provided in lieu of a campaign pledge card.

Sincerely,



Keith C. Blowe

Chairman, Sussex County Board of Supervisors

ACTION ITEM #6.08
FOIA Rights and Responsibilities/FOIA Officer

Starting July 1, 2016 HB 818 requires local public bodies with a population greater than 250 to post a FOIA rights and responsibilities document on their public government website. The bill also requires all local public bodies that are subject to FOIA to designate and identify contact information for at least one FOIA officer whose responsibility is to serve as a point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of FOIA. The bill does not require you to hire additional staff, but does require you to designate a particular person on your staff that the public can contact for FOIA inquiries. The FOIA officer must possess specific knowledge of the provisions of FOIA and be trained at least annually by legal counsel for the public body, or by the Virginia Freedom of Information Advisory Council. Similar requirements have applied to certain state public bodies for a number of years.

The FOIA Council plans to host free FOIA training webinars which were slated to start in June, and continue in July and August of 2016, and then once per year thereafter. These webinars will focus on making and responding to requests for public records, and are expected to last 1.0 - 1.5 hours. These webinars have not yet been scheduled, but specific times and dates will be publicized once they are set. Additionally, the required annual FOIA training may also be provided by your local government attorney.

The Freedom of Information Act Advisory Council staff developed a model template that can be used, with some modification, by any locality in developing and posting the rights and responsibility statement. The changes and additions that will need to be made by each locality include:

- Making the document specific to your locality. The template refers generically to "the Department." A specific locality name should be inserted in its place.
- All public bodies subject to FOIA must provide the name and contact information of a FOIA officer, or officers, designated to assist requesters, and to whom FOIA requests can be sent. Space has been provided on the template for this information to be filled in.
- A locality may also wish to amend any other provisions of the template to more accurately reflect its practices concerning FOIA requests. For example, a locality may have an existing practice to only charge a requester for records if the cost of the request exceeds a certain amount of money. In that case, the locality would amend the section of the template addressing costs to explain this specific practice.

Sussex County FOIA's Rights and Responsibilities have been completed and reviewed by the County Attorney (Mark Flynn) and were placed on the website prior to July 1, 2016. (A copy follows this summary sheet.

Request: Staff requests that the Board of Supervisors ratify the FOIA Rights and Responsibilities as recommended.

**Rights & Responsibilities:
The Rights of Requesters and the Responsibilities
of Sussex County Administration under the
Virginia Freedom of Information Act**

The Virginia Freedom of Information Act (FOIA), located § 2.2-3700 et seq. of the Code of Virginia, guarantees citizens of the Commonwealth and representatives of the media access to public records held by public bodies, public officials, and public employees.

A public record is any writing or recording -- regardless of whether it is a paper record, an electronic file, an audio or video recording, or any other format -- that is prepared or owned by, or in the possession of a public body or its officers, employees or agents in the transaction of public business. All public records are presumed to be open, and may only be withheld if a specific, statutory exemption applies.

The policy of FOIA states that the purpose of FOIA is to promote an increased awareness by all persons of governmental activities. In furthering this policy, FOIA requires that the law be interpreted liberally, in favor of access, and that any exemption allowing public records to be withheld must be interpreted narrowly.

Your FOIA Rights

- You have the right to request to inspect or receive copies of public records, or both.
- You have the right to request that any charges for the requested records be estimated in advance.
- If you believe that your FOIA rights have been violated, you may file a petition in district or circuit court to compel compliance with FOIA. Alternatively, you may contact the FOIA Council for a nonbinding advisory opinion.

Making a Request for records from the County Administrator's Office

- You may request records by U.S. Mail, fax, e-mail, in person, or over the phone. FOIA does not require that your request be in writing, nor do you need to specifically state that you are requesting records under FOIA.
- From a practical perspective, it may be helpful to both you and the person receiving your request to put your request in writing. This allows you to create a record of your request. It also gives us a clear statement of what records you are requesting, so that there is no misunderstanding over a verbal request. However, we cannot refuse to respond to your FOIA request if you elect to not put it in writing.

- Your request must identify the records you are seeking with "reasonable specificity." This is a common-sense standard. It does not refer to or limit the volume or number of records that you are requesting; instead, it requires that you be specific enough so that we can identify and locate the records that you are seeking.
- Your request must ask for existing records or documents. FOIA gives you a right to inspect or copy records; it does not apply to a situation where you are asking general questions about the work of Sussex County Administration, nor does it require Sussex County Administration to create a record that does not exist.
- You may choose to receive electronic records in any format used by Sussex County Administration in the regular course of business.

For example, if you are requesting records maintained in an Excel database, you may elect to receive those records electronically, via e-mail or on a computer disk, or to receive a printed copy of those records

- If we have questions about your request, please cooperate with staff's efforts to clarify the type of records that you are seeking, or to attempt to reach a reasonable agreement about a response to a large request. Making a FOIA request is not an adversarial process, but we may need to discuss your request with you to ensure that we understand what records you are seeking.
- To request records from Sussex County, you may direct your request to Vandy V. Jones, III. He can be reached at: Physical Address: 20135 Princeton Road, Stony Creek VA 23882; Mailing address: Post Office Box 1397, Sussex VA 23884; Office Phone (434) 246-1000; Office fax: (34) 246 6013; cell phone (804) 691 3155; email address: vjones@sussexcountyva.gov. You may also contact him with questions you have concerning requesting records from Sussex County Administration. In addition, the Freedom of Information Advisory Council is available to answer any questions you may have about FOIA. The Council may be contacted by e-mail at foiacouncil@dls.virginia.gov, or by phone at (804) 225-3056 or [toll free] 1-866-448-4100.

Sussex County Administration's Responsibilities in Responding to Your Request

- Sussex County Administration must respond to your request within five (5) working days of receiving it. "Day One" is considered the day after your request is received. The five (5) day period does not include weekends or holidays.

- The reason behind your request for public records from Sussex County Administration is irrelevant, and you do not have to state why you want the records before we respond to your request. FOIA does, however, allow Sussex County Administration to require you to provide your name and legal address.
- FOIA requires that Sussex County Administration make one (1) of the following responses to your request within the five (5) day time period:
 - 1) We provide you with the records that you have requested in their entirety.
 - 2) We withhold all of the records that you have requested, because all of the records are subject to a specific statutory exemption. If all of the records are being withheld, we must send you a response in writing. That writing must identify the volume and subject matter of the records being withheld, and state the specific section of the Code of Virginia that allows us to withhold the records.
 - 3) We provide some of the records that you have requested, but withhold other records. We cannot withhold an entire record if only a portion of it is subject to an exemption. In that instance, we may redact the portion of the record that may be withheld, and must provide you with the remainder of the record. We must provide you with a written response stating the specific section of the Code of Virginia that allows portions of the requested records to be withheld.
 - 4) We inform you in writing that the requested records cannot be found or do not exist (we do not have the records you want). However, if we know that another public body has the requested records, we must include contact information for the other public body in our response to you.
 - 5) If it is practically impossible for Sussex County Administration to respond to your request within the five (5) day period, we must state this in writing, explaining the conditions that make the response impossible. This will allow us seven (7) additional working days to respond to your request, giving us a total of 12 working days to respond to your request.
- If you make a request for a very large number of records, and we feel that we cannot provide the records to you within twelve (12) working days without disrupting our other organizational responsibilities, we may petition the court for additional time to respond to your request. However, FOIA requires that we make a reasonable effort to reach an agreement with you concerning the production of the records before we go to court to ask for more time.

Costs

- A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen as set forth in subsection F of § 2.2-3704 of the Code of Virginia.
- You may have to pay for the records that you request from Sussex County Administration. FOIA allows us to charge for the actual costs of responding to FOIA requests. This would include items like staff time spent searching for the requested records, copying costs, or any other costs directly related to supplying the requested records. It cannot include general overhead costs.
- If we estimate that it will cost more than \$200.00 to respond to your request, we may require you to pay a deposit, not to exceed the amount of the estimate, before proceeding with your request. The five (5) days that we have to respond to your request does not include the time between when we ask for a deposit and when you respond.
- You may request that we estimate in advance the charges for supplying the records that you have requested. This will allow you to know about any costs upfront, or give you the opportunity to modify your request in an attempt to lower the estimated costs.
- If you owe us money from a previous FOIA request that has remained unpaid for more than thirty (30) days, Sussex County Administration may require payment of the past due bill before it will respond to your new FOIA request.

Types of records

The following is a general description of the types of records held by Sussex County Administration and its departments:

- ✓ Personnel records concerning employees and officials under Sussex County Administration umbrella
- ✓ Records of contracts which Sussex County has entered into
- ✓ Financial documents
- ✓ Records regarding County properties
- ✓ Records regarding Economic Development

If you are unsure whether Sussex County Administration has the record(s) you seek, please contact Vandy V. Jones, III, Sussex County's FOIA Officer, directly at Sussex County Administration Office, Physical address: 20135 Princeton Road, Stony Creek VA 23882; Mailing address: Post Office Box 1397, Sussex VA 23884; Office phone (434) 246 1000; Cell phone (434) 691 3155; Fax (434) 246 6013; email: vjones@sussexcountyva.gov

Commonly used exemptions

The Code of Virginia allows any public body to withhold certain records from public disclosure. Sussex County Administration commonly withholds records subject to the following exemptions:

- ✓ Personnel records (§ 2.2-3705.1 (1) of the Code of Virginia)
- ✓ Records subject to attorney-client privilege (§ 2.2-3705.1 (2)) or attorney work product (§ 2.2-3705.1 (3))
- ✓ Vendor proprietary information (§ 2.2-3705.1 (6))
- ✓ Records relating to the negotiation and award of a contract, prior to a contract being awarded (§ 2.2-3705.1 (12))

The general policy of Sussex County is to invoke the legal records exemption where appropriate to protect sensitive legal proceedings in which the County is involved.

- The general policy of Sussex County is to invoke the personnel records exemption in those instances where it applies in order to protect the privacy of employees and officials under the County Administration umbrella.
- The general policy of Sussex County is to invoke the real estate contract negotiations exemption whenever it applies in order to protect Sussex County and/or the Board of Supervisors' bargaining position and negotiating strategy.

Policy regarding the use of exemptions

A complete list of exemptions that the Act provides for is set out in Virginia Code Section 2.2-3705.1 through 2.2-3706.

CHAPTER 748

An Act to amend and reenact § [2.2-3704.1](#) of the Code of Virginia and to amend the Code of Virginia by adding a section numbered [2.2-3704.2](#), relating to the Virginia Freedom of Information Act; designation of FOIA officer; posting of FOIA rights and responsibilities.

[H 818]

Approved April 20, 2016

Be it enacted by the General Assembly of Virginia:

1. That § [2.2-3704.1](#) of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding a section numbered [2.2-3704.2](#) as follows:

§ [2.2-3704.1](#). Posting of notice of rights and responsibilities by state and local public bodies; assistance by the Freedom of Information Advisory Council.

A. All state public bodies ~~created in the executive branch of state government and~~ subject to the provisions of this chapter *and any county or city, and any town with a population of more than 250*, shall make available the following information to the public upon request and shall post ~~such information on a link to such information on the homepage of their respective public government websites:~~

1. A plain English explanation of the rights of a requester under this chapter, the procedures to obtain public records from the public body, and the responsibilities of the public body in complying with this chapter. For purposes of this section, "plain English" means written in nontechnical, readily understandable language using words of common everyday usage and avoiding legal terms and phrases or other terms and words of art whose usage or special meaning primarily is limited to a particular field or profession;
 2. Contact information for the ~~person~~ FOIA officer designated by the public body pursuant to § [2.2-3704.2](#) to (i) assist a requester in making a request for records or (ii) respond to requests for public records;
 3. A general description, summary, list, or index of the types of public records maintained by such state public body;
 4. A general description, summary, list, or index of any exemptions in law that permit or require such public records to be withheld from release;
 5. Any policy the public body has concerning the type of public records it routinely withholds from release as permitted by this chapter or other law; and
 6. The following statement: "A public body may make reasonable charges not to exceed its actual cost incurred in accessing, duplicating, supplying, or searching for the requested records. No public body shall impose any extraneous, intermediary, or surplus fees or expenses to recoup the general costs associated with creating or maintaining records or transacting the general business of the public body. Any duplicating fee charged by a public body shall not exceed the actual cost of duplication. All charges for the supplying of requested records shall be estimated in advance at the request of the citizen as set forth in subsection F of § [2.2-3704](#) of the Code of Virginia."
- B. The Freedom of Information Advisory Council, created pursuant to § [30-178](#), shall assist in the development and implementation of the provisions of subsection A, upon request.

§ [2.2-3704.2](#). *Public bodies to designate FOIA officer.*

A. *All state public bodies, including state authorities, that are subject to the provisions of this chapter and all local public bodies that are subject to the provisions of this chapter, shall designate and publicly identify one or more Freedom of Information Act officers (FOIA officer) whose responsibility is to serve as a point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the*

provisions of this chapter.

B. For such state public bodies, the name and contact information of the public body's FOIA officer to whom members of the public may direct requests for public records and who will oversee the public body's compliance with the provisions of this chapter shall be made available to the public upon request and be posted on the respective public body's website at the time of designation and maintained thereafter on such website for the duration of the designation.

C. For such local public bodies, the name and contact information of the public body's FOIA officer to whom members of the public may direct requests for public records and who will oversee the public body's compliance with the provisions of this chapter shall be made available in a way reasonably calculated to provide notice to the public, including posting at the public body's place of business, posting on its website, or including such information in its publications.

D. For the purposes of this section, local public bodies shall include constitutional officers.

E. Any such FOIA officer shall possess specific knowledge of the provisions of this chapter and be trained at least annually by legal counsel for the public body or the Virginia Freedom of Information Advisory Council.

[Legislative Information System](#)

ACTION ITEM #6.09
Radio System Contingency

At the June 27, 2016 Board meeting, Deputy County Administrator, Vandy V. Jones, III, provided a brief information update on the Radio System Contingency on actions required to continue the Radio System Project.

The County is nearing the end of the project, the equipment has been received. Now that the contractor/vendor has reached a certain point in the project (which is estimated to be completed by the end of the calendar year) the costs are more definitive. Deputy County Administrator Jones reported that according to documentation and speaking with former employees that were previously working on the project, there had been a recommendation from the Finance Director for funding to complete this project which would be \$2.8 million allocation that would bring the total funding for this project to \$4.8 million. However, the funding that was adopted by the Board at that time was \$2.4 million, not \$2.8 million. After staff's research, it appears that the \$400,000.00 difference came from the \$400,000.00 that Mr. Eddie Vick, the Public Safety Coordinator, had placed in the contingency for the entire project. The County had a received a contract from Harris Corporation with specific numbers. Deputy County Administrator Jones stated that in conversations, the allocation was made closest to the contract amount versus what was in the contingency. The rationale used for this decision was that the County would work to the amount adopted by the Board versus the contract amount.

Deputy County Administrator Jones will provide a brief explanation to the Board at the July 21st meeting.

ACTION ITEM #6.10
Courthouse Fire Department Funding

Supervisor Fly requested that this item be placed on the agenda. (A copy of his email follows this summary sheet).

Deborah Davis

From: carl fly <cefly@icloud.com>
Sent: Thursday, July 07, 2016 6:33 AM
To: Deborah Davis; Vandy Jones; Shilton Ricks; Keith Blowe; Deste Cox
Subject: Courthouse Fire Department

Deborah,

Please place the following item on the July agenda:

1.) Courthouse Fire Department Funding

Note: I will provide documentation for my request at the Board meeting.

Thank You
Eric Fly
Courthouse District

ACTION ITEM #6.11
Bid Results – Modular Buildings

The Invitation For Bids for the modular buildings was advertised in the Sussex Surry Dispatch on July 6, 2016 and was placed on the County's website.

The deadline to submit bids was 4pm, Tuesday, July 19th. The results of those bids will be brought to the meeting on July 21st. (A copy of the bid document and form follow this summary sheet).

Request: That the Board accept the highest bid prices for each unit and authorize staff to complete the sale with the successful bidders.

**County of Sussex
Invitation For Sealed Bids #2016-02**

The County of Sussex, Virginia is seeking sealed bids on several modular buildings within the County. Each Modular Building will be identified by site location and unit number. Participants shall submit individual bids per unit, but shall not be required to bid on every unit. Awards will be based on the highest successful individual bid. The following information is offered:

Two (2) modular buildings located at the former **Ellen Chambliss Elementary School**, located at 10415 Higgins Street, Wakefield VA 23888. The modular units for sale at at Chambliss School in Wakefield are identified with numbers on the exterior doors of 15/16 and 17/18 and may be viewed on Monday, July 11, 2016, between the hours of 9:00 a.m. and 11:30 a.m. (Two (2) units identified as Improvement Association and the unit identified as 21/20 are NOT for sale.

Three (3) modular buildings located at the former **Jefferson Elementary School**, located at 9436 Mayes Street, Jarratt VA 23867. They are identified as JE-01, JE-02 and JE-03. (One (1) unit identified as Improvement Association is NOT for sale). The modular units at Jefferson Elementary School may be viewed on Tuesday, July 12, 2016 between the hours of 9:00 a.m. and 11:30 a.m.

The successful bidder will be required to pay the County within ten (10) days of the bid award and to completely remove the unit(s) and any debris from the site within sixty (60) days following the date of payment. All units are sold **AS IS. NO REFUNDS, NO RETURNS.**

The award(s) will be determined by the highest individual bid per unit. Any necessary utility service disconnections shall be coordinated with Planning and Community Development Office. Phone number (434) 246 1043.

Instructions: Bids shall be mailed to Sussex County Administration, Attn: Kelly W. Moore, Post Office Box 1397, Sussex VA 23884; or hand delivered to: Kelly W. Moore, Sussex County Administrator's Office, 20135 Princeton Road, Sussex VA 23884.

The envelope shall be identified on the exterior "Sealed Bids #2016-02." Bids will not be accepted by email, fax, text, or phone. Postmark dates will not be considered as meeting the deadline. **Deadline for submission is 4:00 p.m., Tuesday, July 19, 2016, local prevailing time.**

The Sussex County Board of Supervisors reserves the right to reject any and all bids.

BID CERTIFICATION & SIGNATURE SHEET
Invitation For Sealed Bids #2016-02
Due: Tuesday, July 19, 2016, 4pm, local prevailing time

Name of Bidder _____

Company name (if applicable): _____

Title: _____

Mailing address: _____

City: _____ State: _____ Zip Code: _____

BID: Ellen Chambliss Elementary School, 10415 Higgins Street, Wakefield VA

Unit 15/16: \$ _____ Unit 17/18: \$ _____

BID: Jefferson Elementary School, 9436 Mayes Street, Jarratt VA

Unit JE-01: \$ _____ Unit JE-02: \$ _____ Unit JE-03: \$ _____

I agree to abide by all conditions of this bid and certify that I am authorized to sign for the Bidder.

Signature: _____ Date: _____

Name (type or print) _____

Title: _____

Signature of person completing this form: _____

Date: _____

ACTION ITEM #6.12
Annual VACo Conference, November 13-15, 2016, Bath County

The Annual Virginia Association of Counties Conference is scheduled for November 13-15, 2016 in Bath County at The Omni Homestead.

As always, there are three (3) rooms allotted for each locality. Please let Mrs. Shilton R. Butts know (at the July 21st Board meeting) if you would like to attend. The remaining three will be placed on a waiting list.

(Copies of information about the conference follow this summary sheet).

Deborah Davis

From: Virginia Association of Counties <gharter@vaco.org>
Sent: Wednesday, June 15, 2016 8:50 AM
To: Deborah Davis
Subject: 2016 VACo Annual Conference | The Omni Homestead Room Registration Form

The Omni Homestead Room Reservation Form



Dear VACo Members,

Here is the [room reservation form](#) for the 2016 VACo Annual Conference on November 13-15 at The Omni Homestead in Bath County. If you are new to the room reservation process, please take a moment to review the [VACo Lodging Policy](#) adopted by the VACo Board of Directors.

The Omni Homestead requests that reservations are made by fax or mail only. No phone call reservations will be accepted.

Reservations will be confirmed by email.

If you have questions about room reservations, contact Carol Cameron at ccameron@vaco.org or at 804.343.2507. The [list of alternative lodging](#) options is available at our [Annual Conference webpage](#).

This year's conference theme is "**Building Bridges - Connect, Collaborate, Innovate.**"

POSSIBLE TOPICS

- General Assembly Members talking hot button topics
- Economic and Workforce Development

- Rural Broadband
- Communications for Elected Officials
- Tax and Finance Issues
- Opiates and Drug Issues
- And Much More

The conference registration form will be available in mid-August.

Important Links

- [Click here for The Omni Homestead room reservation form.](#)
- [Click here for a list of alternative lodging options.](#)
- [Click here for VACo Lodging Policy.](#)
- [Click here for the 2016 Annual Conference webpage.](#)



Virginia Association of Counties,
1207 East Main Street, Richmond, VA 23219

[SafeUnsubscribe™ ddavis@sussexcountyva.gov](#)

[Forward this email](#) | [Update Profile](#) | [About our service provider](#)

Sent by gcharter@vaco.org in collaboration with

Constant Contact 

Try it free today

Reservation Request

OMNI RESORTS
the homestead
Virginia Association of Counties
Conference Date: November 13-15, 2016

The following daily rates are per room, per day based on the Modified American Plan (Breakfast and Dinner).

Please circle preferred rate:

\$230.00 for Single & \$320.00 Double Occupancy

Rates listed below are for upgrades to guarantee specific rooms and suites (based on availability)

Please circle preferred rate:

ROOMS:

Deluxe	Single - \$255.00	Double - \$345.00
Deluxe View	Single - \$265.00	Double - \$355.00
Premier	Single - \$290.00	Double - \$380.00
Preferred View	Single - \$300.00	Double - \$390.00

SUITES: (Based on availability)

Executive Studio Suite:	Single - \$350.00	Double - \$440.00
Homestead Executive Suite:	Single - \$450.00	Double - \$540.00
Luxury Landmark Suite:	Available Upon Request	
Luxury Presidents Suite:	Available Upon Request	

Children sharing room with parents:

0 to 18 years -Complimentary

Additional Adult - \$90.00

15% daily resort charge is additional. Package prices are subject to applicable state and local taxes (currently 9.3%) in effect at the time of check-in.

Arrival date: _____ /Time: _____ Departure date: _____ /Time: _____

Name (please print) _____ No. of adults _____

Room mate (if applicable) _____

Name of County or Name of Exhibitor Company _____

Split Billing Required: Yes ___ No ___ (please check the line)

Address _____

City _____ State _____ Zip Code _____

Daytime Telephone _____ FAX _____

Email Address: _____

Children's names and ages: _____

An advance deposit equal to one night's room rate plus resort charge and tax is required to guarantee your reservation. **Early mailing of reservation is highly recommended.** Confirmed reservations are based on room availability. Reservations must be received by **October 21, 2016** or our room block has been filled. Deposit may be made with Visa, MasterCard, American Express, Diner's Club, and Discover, **which will be charged when reservation request is received.** If deposit is by check payment must be received with this reservation request. **Changes or cancellations be made to your reservation without any penalty until 7 days prior to your arrival. Changes or cancellations within 7 days of arrival result in forfeiture of the deposit.** Failure to show on the first night of stay will cause cancellation of all activities and dining reservations for the stay.

Credit Card No. _____ Expiration date _____

Visa _____ MasterCard _____ American Express _____ Discover _____ Diner's Club _____

Advance reservations and appointments are required for all evening dining and recreation to ensure preferred times. Please call 800-838-1766. Check in time is after 4:00 p.m. Check out time is before 12:00 noon.

Reservations request made by: _____ Date: _____

Dress: During the day, casual attire is preferred. Jeans and bathing suits are discouraged in The Great Hall. In the evening, collared shirt, and dress shoes are required in the Dining Room. Tie optional in Dining Room. Resort casual elsewhere.

Mail to: Group Reservations, P.O. Box 2000, Hot Springs, Virginia 24445

FAX request may be sent to 540-839-7670

Reservations by fax or mail only, no phone calls please.

All reservations will be confirmed by e-mail within 72 hours upon receipt of fax. If you do not receive your confirmation please call Dawn Tingler at 540-839-7852.

Visit our website at www.omnihotels.com/homestead

Virginia Association of Counties Lodging Guidelines

VACo hosts its annual conference at The Homestead Hotel in November. In the past, some localities have not been able to secure lodging in the conference hotel. In an effort to accommodate all interested organizations, the VACo Board of Directors has approved a system whereby every county has an opportunity to reserve some sleeping rooms for its delegation in the headquarters hotel of the VACo Annual Conference. With the expressed assistance from the hotel reservations office, the VACo Board of Directors has adopted the following guidelines:

1. Lodging request forms will be e-mailed/faxed from VACo's office to every VACo Board member, county administrator and confirmed exhibitor in mid-June.
2. Each member of the board of directors of the association has an opportunity to reserve a room in the hotel. The hotel will have a listing of the VACo Board of Directors so as to accommodate these individuals.
3. Each county will have the opportunity to reserve three (3) rooms for its elected officials and/or staff members, EXCLUDING any supervisor that is on the VACo Board of Directors. For counties that need more than 3 rooms, the county should determine which 3 individuals are to receive the initial room reservations and the others will be placed on a "WAIT LIST". If the county makes no determination of assignment, the hotel will automatically pick three forms, and assign the balance to the "WAIT LIST".
4. Each confirmed exhibitor will have the opportunity to reserve one (1) room. Additional reservation requests will be placed on the "WAIT LIST". The Reservations office will have a listing of the exhibiting firms. But exhibitors should mark their form in bold letters: **VACo EXHIBITOR**.
5. This reservation system will be maintained for a period of two weeks from the time the form is released to the county and exhibitor offices. At the end of the two-week period, any unreserved rooms will be offered to those individuals on the "WAIT LIST". At this time, the hotel will be completely booked up.

This plan also means that county offices/administrators and exhibitors need to consider alternative lodging options' such as doubling up in The Homestead where feasible and/or using nearby bed & breakfast inns and motels in Bath and Alleghany Counties to confirm sleeping rooms for additional representatives.

Anyone on the "WAIT LIST" will continue to be served throughout the summer and fall months as cancellations are made at the headquarters hotel.

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Blackwater Regional Library



July 21, 2016
Monthly Report



RECEIVED

JUN 20 2016

SUSSEX COUNTY
ADMINISTRATION

June 17, 2016

Deborah A. Davis
Sussex County Administrator
PO Box 1397
Sussex, VA 23884

Dear Ms. Davis,

Enclosed you will find a spreadsheet showing this past year's attendance of the Blackwater Regional Library board representatives from the Sussex County.

This information is part of the reporting which is required in the current contract between Blackwater Regional Library and all localities.

The library board of a regional library is considered a "governing" board and therefore has fiscal responsibilities and sets the policies for the system. Representation is determined by a formula which is in the contract. Board members not only attend their monthly meetings but also perform a great deal of work in board committees. There are currently two active committees: Finance and Personnel and Policy.

If you have questions concerning the attendance of your representatives, please contact the Library Director at (757) 653-0298 x 303.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jenny Bailey', with a long, sweeping underline.

Jenny Bailey
Library Director

22511 Main Street, Courtland, Virginia 23837
www.blackwaterlib.org

Blackwater Regional Library Board of Trustees Meeting Attendance 2015-2016												
Jurisdiction	Name	Jul	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May	Jun	Total
Sussex County												
	Judy Marks	n/a		x	x	x		x	x	x		6
	Charlene Pope	n/a	x	x	x	x			x	x	x	7

Library Director's Report
July 20th, 2016

Bookmobile

- PT Senior Library Assistant vacancy

Central

- Substitute Courier vacancy

Franklin

- Madison Whitehurst hired as PT Youth Programmer effective 7/13/16
- Katie Hedgepeth resigning as FT Library Assistant effective 7/14/16
- Beth Edwards transferring from Smithfield as FT Library assistant effective 7/25/16

Smithfield

- FT Library Assistant vacancy
- Larry Pleasant resigned as PT Library Assistant as of 6/30/16

Wakefield/Waverly

- Ella Mortimer hired as PT Library Assistant 6/27/16
- Robin McGee resigning as PT Senior Library Assistant effective 7/6/16
- PT Senior Library Assistant vacancy

All other branches fully staffed

Training Sessions:

- 6/8/16-Webinar- **What's New in Young Adult Literature**- This webinar was about YA Literature and its growth as well as diversity in YA books and upcoming YA titles including fiction, non-fiction and graphic novels.
 - Cory Bland
- 6/8/16-Webinar- **Genealogy Essentials: Helping patrons search for family roots**- This webinar was about a free genealogy site. Patrons can use it at no cost unless certain records needed to be ordered, then there would be a fee. Records would be mailed on microfilm to be watched in a public library. It walked through many steps and different ways to search for information. I found it to be informative, but slow moving.
 - Ruth Patterson
- 6/9/16-Webinar-**Homework Help Demonstration**- This webinar was brief, but informative, training on the basics of using Homework Help. Using the whiteboard and chat, students are able to communicate with a state certified teacher to work through assignments or have content area questions answered. Many tools are included to help the teach and student engage and the student can upload video links and digital textbook screens for the teacher. This is an incredibly helpful resource for students, teachers and parents, yet grossly underused in our area. I would like to suggest that BRL considers making an opportunity at teacher in-services and PTA meetings to do a brief demonstration for teachers and parents to promote this valuable resource.
 - Amy Howell
 - Tabatha Rawls

- **6/14/16-Webinar- Tips for Storytime Success-** Tips for storytime success covered strategies on how to bolster your storytimes or add to them so that they transform from simply reading books to children to an interactive early literacy experience. The three factors the presenter focused on were reminders that we need to be creative and flexible in storytime. In addition, we need to treat it as an investment and show that we “buy in” to what we’re doing to ourselves. Materials was about engaging with various aspects of the learning experience; including elements of rhythm and rhyme, versatility, community culture, etc. Finally, the mapping discussion focused on creating a plan. While it is not necessary, the best storytimes include brainstorming opening and closing activities, transitions, and back-up plans. The presenter concluded by discussing how to measure success and what the objectives of storytime should be.
 - Eva Weisenburger
- **6/15/16-Webinar- Civil War Voices-** A wonderful presentation on the civil war from Ft. Sumpter to Appomattox courthouse. The presenter was an excellent orator. I highly recommend this webinar.
 - Larry Pleasant
- **6/16/16-Webinar- Increasing Veteran’s Access with eBenefits-** This workshop described how to help veterans and service members navigate the eBenefits website. There are two types of accounts that veterans and service members can create, the basic account is created by answering 4 personal questions. If they are unable to do that, they must visit a VA regional office.
 - Shannon Conroy
- **6/16/16-Webinar- 30 Minute Advanced Website Features from Midwest Tape Webinars-** This webinar gave a quick but in-depth instruction on how to better use the website features for Midwest Tape. Since I am new to ordering materials, this was very helpful. Although we primarily use Midwest for ordering audiobooks, the webinar still walked through features involved in ordering other audio materials, such as DVD’s.
 - Hillary Gunn
- **6/21/16-Webinar- Goodwill Community Foundation Learn Free.org Word 2016-** I learned about Word 2016. This was good training about the changes in Word. I think this site could help patrons with computer basics, email information, Firefox and Chrome, Windows, Google, Facebook, Office, math and everyday life just to name a few. I think it would help staff.
 - Faye Hobbs
- **6/22/16-Webinar- Credo Homework Help Webinar-** The webinar focused on showing how the homework help section of credo was useful to both students and parents. They spent most of the time showing what the different icons on the whiteboard of the site did, and how teachers used that to help students. It was also mentioned that librarians and parents could test out the homework help at any time, as long as 1) it was during their operating hours, and 2) next to their name they designated whether they were a parent, librarian or teacher so that whomever the teacher was that was offering assistance doesn’t lock them out of the whiteboard when they’re playing around with it.

It was also mentioned during the Q&A that they’re offering history help this coming year, and that they’re looking to add foreign language assistance at some point in the future, though they have no set date.

- Rosa Crump

- 6/29/16-NAPA- **Windshield Wiper Install**- I learned how to replace the windshield wipers on the company van.
 - Trent Crump

Youth Report:

Summer Reading kicked off Monday, June 27th! The branches are alive with activity and as of Friday, July 1st we have 1,026 children and teens registered for Summer Reading. Upcoming weekly events include science, reptiles, music, sports, crafts, baseball nights, appearances by The Norfolk Tides "Rip Tide" mascot, and more!

Staff were also wowed the first week of Summer Reading when they saw the circulation (E, J, YA, and Kits) statistics! Kids are reading and they checked out a total of **5,516** items!

Branch Items:



June's first Outreach event took place on the **Bookmobile** at Chippokes Plantation State Park during their Steam & Gas Engine Show. Although the location of the setup at the event and the bad weather worked against staff, they still managed to give out library information to visitors and aided a few people in the use of our BRL online catalog and databases.

On the evening of Monday, June 6th, the Bookmobile visited Carrollton Elementary School during Isle of Wight County Schools' Gifted Extravaganza event. The theme for the event was "ART: Full S.T.E.A.M. Ahead!" The Bookmobile had over 60 visitors during the 2 hours that it was there, and had many patrons check out materials. They even had a couple of new library card sign-ups! A few children enjoyed grabbing books and just hanging out in the Bookmobile to read.

The following Saturday, June 18th, brought a very wonderful response to the Bookmobile at the Smithfield Farmer's Market. They had over 120 visitors in the 3 hours that they were there! Many materials were checked out, Wi-Fi was used, new patrons were registered for library cards, and information was distributed about the library.

Friday, June 24th, was the first summer camp visit for Grace's Little Angels daycare in Southampton County. Staff



held a talent show themed storytime complete with books, songs, and musical bean bag dancing activities. Afterward, the children were able to visit the Bookmobile to check out books.

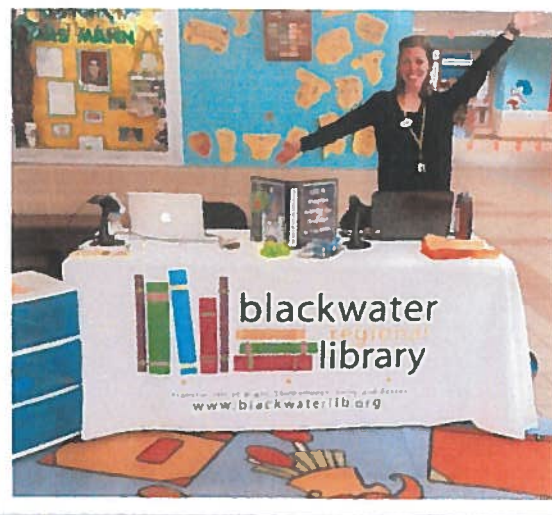
On June 1st, the Bookmobile began its new Wednesday route schedule (Boykins, Camptown, Walters, Ivor). Following the move in location for the Jarratt stop, numbers in Jarratt nearly doubled. Several of the regular route stops are beginning to see more children visiting due to school being let out for the summer.



Carrollton's adult programs during the month of June included the usual Stretch & Tone Class, Medicare assistance, Knitting and Crocheting Class, Computer Tutoring, and Book Club. Bring Gardening Home brought in a crowd on June 18th to discuss planting and enjoying herbs. Attendees learned in class and also toured the garden to observe best growing techniques.

Janet Johnson taught Carrollton's monthly craft class how to sculpt plaster memory stones and then decorate them with beads. The Friends of the Carrollton Library also decided to fund a second set of Craft Classes for a local assisted living community, Magnolia Manor. Starting in September we will host a craft day outing here at the library for a group of local seniors.

During the last two weeks in June, the Carrollton Branch decided to "Go Purple" to support Alzheimer's Awareness. Each patron who wore purple into the library received a free book!



On June 6th Carrollton Elementary had a S.T.E.A.M. Extravaganza. They hosted science, technology, engineering, art, and math related organizations. Teachers created stations for the children to steer robots on obstacle courses. Science projects and research projects were displayed in the auditorium. Youth Programmer Eva Weisenburger and Branch Manager Shannon Conroy brought learning kits and books on the subjects of anatomy, geology, magnetism, and math. The kids had a blast rebuilding the human body, examining rocks and minerals, and visiting the Bookmobile which was parked in front of the school!

June 27th marked the official start of the Summer Reading Program with over 80 children registered just on that day! The Carrollton Branch hosted MAD Science of Hampton Roads who wowed over 120 kids with chemical reactions that created a ton of noise, foam, steam, and fire! Musical Storytimes also began on June 16th which brought in a new crowd of kids to play, sing and learn with Ms. Eva and Ms. Meg.

The **Claremont** branch held their monthly "Kids Day" on June 4th, with children in the community decorating birdhouses, and on the 18th they provided a Father's Day craft which brought in eight participants.

June 27th was also the first day of Summer Reading for Claremont, and they celebrated with a miniature golf course and free popcorn to get kids excited about reading!



The **Courtland Branch** held a clothespin wreath craft class in June, with 16 participants making patriotic wreaths from red, white & blue clothespins to display over the 4th of July holiday.

The SoCo Knitters continue to meet weekly and have increased in number always welcoming a new comer or eagerly helping out a beginner.

Southampton County Pre-K students visited the Courtland branch for storytime and a movie on June 8th. 147 students and teachers from Capron, Meherrin, Riverdale & Capon Elementary enjoyed the last story time of this school year.



The Summer Movie series kicked off on June 15th with the showing of "Zootopia" and June 28th with "Inside Out". 78 kids enjoyed these features. The series runs through the summer until August 2nd.

The Courtland branch had a very successful Summer Reading Program kickoff on June 29th. JB Rattles presented a morning and afternoon program where the audience of 446 learned about some of the most misunderstood creatures in the animal kingdom and they were allowed to have some hands on experience during the program.

Franklin's 2016 Summer Reading Program got off to a great start on Registration Day with staff welcoming ninety-nine attendees to snow cones, popcorn, Coach da Clown face painting and fashioning sword balloons and, of course, our popular reading incentive program. As of the end of June, staff has registered 218 children, both individually and in two groups.

The branch's Mah Jongg group now has four regular players and is hoping to attract enough new players to make up a second table.

The ladies in Franklin's Happy Scrappers Quilting Club are working hard on all their personal projects. Manager Bonnie Roblin was delighted to have several young girls in the group who are sewing enthusiasts and learning about quilting from an early age. It's great to be able to pass along this beautiful tradition!



Bonnie attended Camp Darden's Annual VIP Day along with leaders from the Franklin Southampton United Way, the Franklin Parks & Rec Department, and other local partner organizations, as well as Girl Scouts of the Colonial Coast Board members. Activities included dedication of new archery range, observation of the third anniversary of the swimming pool installation, a tour of camping facilities and lunch with the campers themselves. The forty-five girls in residence for the week have heavy input into what they want their camp

to be, and enjoy esteem and skill-building experiences that will serve them all their lives.

The month of June was a tumultuous month for the Smithfield branch, dealing with budget cuts, staff departures, although Branch Manager Ben Neal is proud to report that staff pulled together to continue to deliver dynamic programming and excellent customer service to their patrons.

Each Thursday from June 16th until June 30th, the Smithfield Branch held a Summer Art Series, providing free (supplies provided!) art classes to those who registered. The classes covered Acrylic Collage (including an overflow class!), watercolor, and charcoal sketching. The classes were overflowing with talent, and it was a fun time to all involved. Special thanks to Senior Library Assistant Molly Lombard for sharing her artistic skills with the community!

The Smithfield branch hosted the Donuts with Dads program the Saturday before Father's Day, and it was a great success! This event featured juice, coffee (for the Dads), stories, and donuts; and most importantly tons of fun! It tends to be more of a challenge to get dads in the library with their kids than moms, so this was a particularly rewarding event.

Of course, the Summer Reading Program kicked off on June 29th with Mad Science of Hampton Roads' "Fire and Ice", which had over one hundred attendees and resulted in the sign up of almost 90 children in their Summer Reading Program; as well as providing a fun and educational introduction to the madness of chemistry and science, and by extension, STEAM education.



The Smithfield Branch is always striving to do better, smarter programming; and lately that's come in the form of fun, passive programming. Library Assistant Beth Edwards candy-guessing contest for National Candy Month had over 50 participants of all ages and Molly Lombard's Origami table had over 30 participants. Instead of working hard on a scheduled program that no one might show up for, we're letting patrons create their own programs on their own schedule.

Finally, we were sad to say goodbye to long-time Library Assistant Larry Pleasant. Larry had been instrumental in strengthening the library's bond with the African-American community and was our resident genealogist. Larry will still substitute for the branch on occasion, but the library staff already misses him!



Lady Sharon came to the **Surry** branch for a special storytime, she was a wonderful storyteller and held all of the children enthralled with her songs and tales of dragons.

Summer Reading got off to a great start with over 40 registrations and a fun filled afternoon of book checkouts, snow cones and obstacle courses.

Also this month the branch received a donation of \$200 from the Surry County Ruritan Club to help us with their Summer Reading expenses!

The **Wakefield** Branch provided the Wakefield and Waverly Headstart classes with a Rockets program in June. Students worked in teams with their teachers and aides to construct paper rockets. The students were excited to see their rockets launched outside. The **Waverly** Branch provided a Rockets program for the 2nd grade classes at Sussex Central Elementary on June 7th. Students from all five classes worked in teams to build rockets, which were then launched outside.



On June 15th the Waverly Branch held a Fairy Garden class. This adult program provided participants with all the supplies needed to build and decorate a garden to take home. This was so popular that they already have another full class signed up for July.

On June 22nd the Waverly Branch hosted a Community Farmer's Market behind the library. Local vendors brought items including fresh produce, baked goods, plants, fresh sausage and other pork products and much more! A local youth choir sold fish dinners, hamburgers and hot dogs to raise money for a summer trip. The Sussex County Sheriff's Department and Waverly Police Department provided car seat safety checks, along with other valuable info. As Waverly has been without a supermarket for quite some time, this event was well received by the community. A second market is planned for July 13th.





Summer Reading kicked off in Waverly with Happy Meal Night on June 28th. Kids that registered and check out books from 5-7pm received a coupon for a free Happy Meal! This program was sponsored by McDonalds of Waverly.

The Wakefield Branch Kick Off included sports themed crafts and a visit from the Sussex County Sheriff's Department. Deputies talked about safety, and they brought along Rockett, the search and rescue/drug sniffing dog.

- **Windsor** wrapped up school visits for the summer and shifted into Summer Reading mode. Staff went to Windsor High School equipped with pizza and soda to show their Secep volunteers how much they have appreciated their help this year.

The branch will continue its computer training, Hooks and Needles and Book Club throughout the summer. Hooks and Needles just completed their third bag of baby hats and car seat blankets for Obici hospital's maternity ward.

Branch staff have resumed their outreach services to the Consulate Nursing Home. This month they showed the movie "Fried Green Tomatoes".

Their Summer Reading Program kicked off with "Mad Science-Spin, Pop, Boom". They had 104 in attendance and so far they have registered 130 kids and 12 teens for SRP.

AGENDA ITEM #7-02
Reports of Departments/Agencies
Virginia Housing Development Authority

Ms. Sharon Fairburn, HCV Director of Virginia Housing Development Authority, will be giving at brief presentation at the Board's request. Ms. Fairburn will be providing a handout at the Board meeting.

AGENDA ITEM #7-03
Reports of Departments/Agencies
Atlantic Waste Disposal Update

Mr. Jason Williams, Senior District Manager (Atlantic Waste Disposal), will be providing a monthly update on Atlantic Waste Disposal. Handouts will be provided at the Board meeting.



Animal Services – Public Safety

July 21, 2016
Monthly Report





OFFICE OF PUBLIC SAFETY
EDDIE T. VICK
PUBLIC SAFETY COORDINATOR
(434) 246-1044 OFC – FAX (434) 246-8155
EMAIL: ETVICK@SUSSEXCOUNTYVA.GOV

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

July 8, 2016

TO: VANDY JONES, DEPUTY COUNTY ADMINISTRATOR
FROM: EDDIE T. VICK, PUBLIC SAFETY COORDINATOR
SUBJECT: June 2016 MONTHLY REPORT

Enclosed is the June 2016 monthly report.

Radio System (New): The weekly conference calls are continuing with the radio vendor (Harris) about the project. Some final pieces of the radio equipment are being shipped and is sitting in the warehouse on the complex. We are still waiting on the all of the modification cost. I have asked the vendor to keep moving in any area they can to keep the project going.

Radio System (OLD): Our radio vendor has been able to continue to keep our current radio system up but, I want to caution you that this system has reached its last phase of usefulness. The parts (cards) that we once could send back for repairs can no longer be repaired. Any failure in the future will result in a loss of part of the system or worse, all of the system. I ask that we continue to move quickly without delay on installing the new system. We have gone way beyond the life expectancy of the current system. A failure will result in catastrophic consequences without any quick fix.

Animal Services Monthly Report: Attached is the June 2016 Monthly Report. As you can see, we are attempting to adopt, rescue and return as many animals as possible.

This month, fourteen (14) canines were rescued and two (2) canines were returned to owner. Three (3) canines were euthanized in June, all due to their medical condition after a medical

evaluation by our veterinary. Five (5) felines were rescued and four (4) were euthanized. Two (2) were due from injuries and two (2) due to medical reasons. One (1) escapes from the shelter.

Daily Operation Data: Attached in the monthly daily operations data. The data shows the various task and functions performed 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 June (10.5 Hours)**

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 June (109 Hours)**

Complaints: These are calls given to the Officers by the Dispatch Center or received from citizens by phone or word of mouth. **Total for June (94 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 June (7.5 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 June (4.5 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 June (7.5 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 June (0 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 June (2 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 June (0 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 June (39 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 June (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 June (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 June (5 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 June (8.5Hours)**

Landfill: Great strives 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 June (1 Hour)**

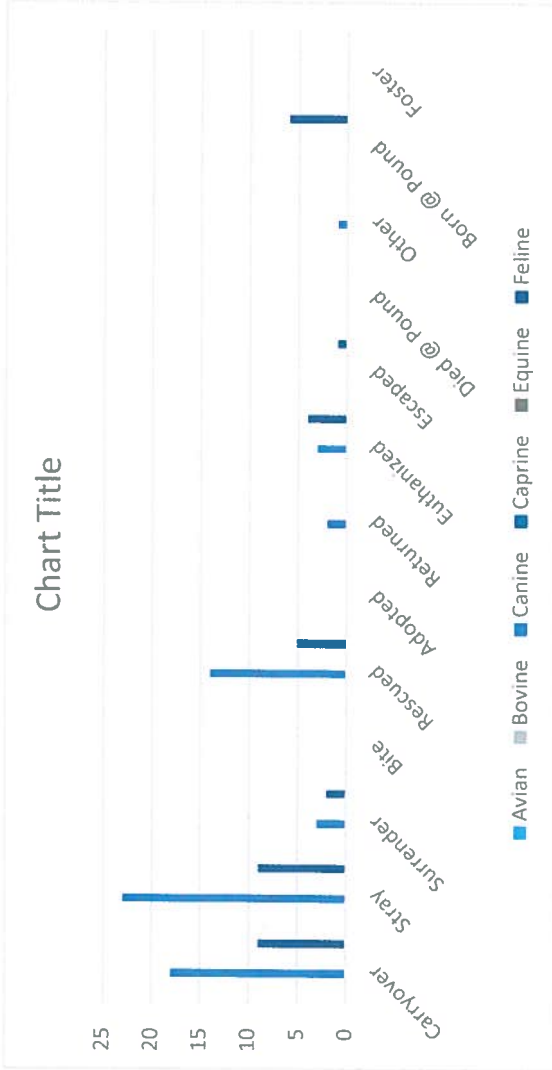
Court: In cases where the Officers attempt to resolve the animal code related issues fails, the animal owner/caretaker shall be issued a Summons to appear in court. **Total in June (0 Hours)**

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 June (2 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 June (0 Hours)**

Shelter Related: The Officers provide support to the pound attendants and the Adoption/Rescue Coordinator 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 June (72.5 Hours)**

Sussex County Animal Control
 Monthly Intake Report
 June
 2016



	Carryover	Stray	Surrender	Bite	Rescued	Adopted	Returned	Euthanized	Escaped	Died @ Pound	Born @ Pound	Foster
Avian	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
Canine	18	23	3	0	14	0	2	3	0	0	0	0
Caprine	0	0	0	0	0	0	0	0	0	0	0	0
Equine	0	0	0	0	0	0	0	0	0	0	0	0
Feline	9	9	2	0	5	0	0	4	1	0	6	0

ACTIVE CASES	CANINE	FELINE	EQUINE
	16		0

CALLS:	42	Disptach
CALLS:	10	In-House
TOTALS	52	Calls
MILEAGE		
UNIT 5	2,613	Diesel
UNIT 6	2,829.00	Gas
UNIT 7	245.00	Gas
TOTALS	5,687.00	
SUMMONS	0	

Canines/Felines Rescued or Transferred
June 2016

Intake Number	Name	Rescue Organization/Animal Shelter
65 - 16031004	Axle	Richmond Animal League, PO Box 35971, Richmond, VA 23235
115 - 16050601	Lucky	Richmond Animal League, PO Box 35971, Richmond, VA 23235
119 - 16051601	Freckles	Gloucester- Mathews Humane Society, PO Box 385, Gloucester, VA 23061
121 - 16051603	Sam	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
124 - 16051801	Mia	Stafford County Animal Shelter, 473 Eskimo Rd., Stafford, VA 22554
128 - 16052101	Happy	Stafford County Animal Shelter, 473 Eskimo Rd., Stafford, VA 22554
129 - 16052401	Teddy	Gloucester- Mathews Humane Society, PO Box 385, Gloucester, VA 23061
132 - 16052501	Casey	Ring Dog Rescue Inc., PO Box 28632, Richmond, VA 23228
133 - 16052502	Jackson	Richmond Animal League, PO Box 35971, Richmond, VA 23235
134 - 16053101	Kasey	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
144 - 16060902	Dakota	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
147 - 16061401	Highway	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
153 - 16061901	Dixie	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
154 - 16061902	Holly	Houlagans Rest Corp., 10138 Hull St Rd., Midlothian, VA 23112
14 - 16050401	Bella	St. Francis Humane Association, 3620 Lucky Lee Crescent, Richmond, VA 23234
17 - 16051702	Blackie	St. Francis Humane Association, 3620 Lucky Lee Crescent, Richmond, VA 23234
18 - 16051703	Twinkie	St. Francis Humane Association, 3620 Lucky Lee Crescent, Richmond, VA 23234
20 - 16060103	Abby	St. Francis Humane Association, 3620 Lucky Lee Crescent, Richmond, VA 23234
23 - 16060601	Sadie	St. Francis Humane Association, 3620 Lucky Lee Crescent, Richmond, VA 23234

Month: June , 2016

Date	Admin	Patrol	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	0.5	7	6.5		0.5	0.5								1					
2		8	5	1										1			1		
3	0.5	3.5	2		1														1
4										1.5									
5										3									
6		6.5	6.5		1	2													
7		7.5	4.5			0.5				2				2					1.5
8	1.5	7.5	6			1				13									
9	1	6.5	3		1	1				4			2						1.5
10	0.5	7	5	2									1	0.5					
11																			
12																			
13	1	6.5	6	1.5										1					2
14		6	4	1	1	1		1											2
15		2	3											1					2
16		6	2.5											1	1				5.5
17		4	2			0.5													1.5
18										4									
19																			
20	0.5	7.5	3					1											4
21	2	4.5	3	1															5.5
22		2	5	1									2				1		7
23		1	4.5											0.5					7
24		7	5							0.5									4
25																			
26										0.5									
27	1	7	3.5											0.5					4
28			7							1.5									10
29		1	3			1				7									11
30	2	1	4							2									5
31																			
Total	10.5	109	94	7.5	4.5	7.5	0	2	0	39	0	0	5	8.5	1	0	2	0	72.5

Month: June , 2016

Date	Admin	Patrol	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	0.5	7	6.5		0.5	0.5								1					
2		8	5	1										1			1		
3	0.5	3.5	2		1					1.5									1
4										3									
5																			
6		6.5	6.5		1	2													
7		7.5	4.5			0.5				2				2					1.5
8	1.5	7.5	6			1				13									
9	1	6.5	3		1	1				4		2							1.5
10	0.5	7	5	2								1		0.5					
11																			
12																			
13	1	6.5	6	1.5										1					2
14		6	4	1	1	1		1											
15		2	3											1					2
16		6	2.5											1	1				5.5
17		4	2			0.5													1.5
18										4									
19																			
20	0.5	7.5	3					1											4
21	2	4.5	3	1															5.5
22		2	5	1									2				1		7
23		1	4.5											0.5					7
24		7	5							0.5									4
25																			
26										0.5									
27	1	7	3.5																4
28			7							1.5									10
29		1	3			1				7									11
30	2	1	4							2									5
31																			
Total	10.5	109	94	7.5	4.5	7.5	0	2	0	39	0	0	5	8.5	1	0	2	0	72.5



COMMONWEALTH of VIRGINIA
Department of Emergency Management

JEFFREY D. STERN, Ph.D.
State Coordinator

BRETT A. BURDICK
Deputy Coordinator

SUSAN L. MONGOLD
Deputy Coordinator

10501 Trade Court
North Chesterfield, Virginia 23236-3713
(804) 897-6500
(TDD) 674-2417
FAX (804) 897-6506

June 1, 2016

Mr. Keith C. Blowe, Chairman
Sussex County Board of Supervisors
P. O. Box 1397
Sussex, VA 23884

Dear Chairman Blowe:

As you may know, Section 44-146.19E of the Code of Virginia, requires localities to maintain a "current" emergency operations plan (EOP). "Current" is identified as being revised and adopted by the governing body within the past four years. Most jurisdictions in Virginia, approximately 95%, have current EOPs. Unfortunately, this does not include Sussex County.

Governor McAuliffe is pleased with the currency rate of 95%, but would like each local jurisdiction to maintain a current EOP. I am writing to you today to request your assistance in seeing that Sussex's EOP is revised and adopted by the regularly scheduled Board of Supervisors meeting in July 2016. VDEM staff advised me that they have discussed the status of the EOP with your staff. They intend to make the necessary revisions to the plan with the expectation of presenting it at the July Board of Supervisors meetings. I understand how response and recovery from the tornado event could delay routine activity, but an event of this magnitude also underscores the need for a current EOP. I look forward to learning that Sussex County once again has a current EOP when it is adopted by the Board of Supervisors and documentation of the adoption is submitted to the VDEM.

If you have any questions, please contact Eileen Tarr at (804) 897-9773 or by email at Eileen.Tarr@vdem.virginia.gov. On behalf of Governor McAuliffe, I thank you for the time and attention you give this effort to ensure the health, safety, and welfare of our citizens.

Sincerely

A handwritten signature in black ink, appearing to read "JDS", with a long horizontal flourish extending to the right.

Jeffrey D. Stern, PhD

JDS/EJT

C: Honorable Brian Moran, Secretary of Public Safety and Homeland Security
Ms. Deborah Davis, County Administrator
Eddie T. Vick, Emergency Coordinator
Eileen Tarr, VDEM Region 1 Acting Chief Regional Coordinator

"Working to Protect People, Property and Our Communities"

SUSSEX COUNTY

FINANCIAL STATEMENTS

SUBMITTED BY ONNIE L. WOODRUFF, TREASURER

JUNE 30, 2016

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Pg. #1



TREASURER'S OFFICE

ONNIE L. WOODRUFF
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 June 30, 2016.

BB&T #201- SUSSEX, VA

Bank Balance - Money Market Checking-----	\$3,323,115.38	
Plus Cr Card Chg - May 2016 - in bank, not in office-----JE---	317.56	
Plus Bank Svc Chg - May 2016 - in bank, not in office---JE---	726.38	
Plus Deposits in Transit - in office, not in bank-----	1,078.45	
Plus Cr Card Deposits in Transit - in office, not in bank-----		
Less ACH Payroll Return - in bank, not in office-----		
Less Outstanding Checks not cleared bank-----	(1,379,938.16)	
Less Deposits in Transit - in bank, not in office-----		
Less Bank Encoding Error -----		
Less Cr Card Deposits in Transit - in bank, not in office-----		
		<u>\$1,945,299.61</u>

BSV #301- STONY CREEK, VA

Bank Balance-----	\$34,514.28	
Plus Bank Svc Chg - May 2016 - in office, not in bank-----	8.47	
Less Deposits in Transit - In Bank, Not in Office-----		
Less Deposits in Transit - Int Earned, in bank, not in office---	(1.28)	34,521.47

EVB #401- WAVERLY, VA

Bank Balance-----	\$36,098.01	
Less Deposits in Transit - in bank, not in office-----		
Less Deposits in Transit - Int Earned, in bank, not in office---	(1.48)	36,096.53
Investments and CD's-----		
#30342048 - EVB #451		\$2,201,554.60
#30342045 - EVB #451		2,175,433.32

QZAB -05 #701 Investment Balance----- 657,203.49

QZAB -06 #702 Investment Balance----- 1,097,274.42

LGIP INVESTMENT #803 Investment Balance----- 4,573,515.48

TOTAL IN BANKS REC W/GL----- \$12,720,898.92

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.

kbe

Respectfully submitted:

Onnie L. Woodruff
Onnie L. Woodruff, Treasurer

#2
PJ

Sussex County
Landfill Operations Summary
Onnie L. Woodruff, Treas.

DATE REC'D	FOR MONTH	RATE/TON	RATE/TON	CO USED TONS	TOTAL REVENUE	CONSENT FEE ESCROW FUND	CONSENT FEE BRAMBLES CR	BASE RENT	NOTES	
DATE REC'D	FOR MONTH	0.00	0.00	CO USED TONS	REV. Bud 4.8 mil	CONSENT FEE ESCROW FUND	CONSENT FEE BRAMBLES CR	BASE RENT	Ave need & Bal of Bud	
Budget emts: GF use \$2,794,054 Trf to RCPF \$2,005,946										
7/22/2015	June 2015	\$3.98	125,943.02	800.23	\$501,253.22				\$400,000.00	
8/21/2015	July 2015	\$3.98	107,814.86	878.92	\$429,103.14				\$390,795.16	
9/22/2015	Aug. 2015	\$3.98	81,476.31	740.55	\$324,275.71				\$386,964.44	
10/21/2015	Sept 2015	\$3.98	77,605.82	772.10	\$308,871.16				\$393,929.77	
11/20/2015	Oct. 2015	\$3.98	84,012.82	782.34	\$334,371.02				\$404,562.10	
12/21/2015	Nov 2015	\$3.98	85,250.79	742.93	\$339,298.14				\$414,589.39	
1/20/2016	Dec. 2015	\$3.98	98,023.06	719.23	\$390,131.78				\$427,137.93	
CPI Increase % = -0.4										
2/19/2016	Jan. 2016	\$3.98	86,107.77	608.23	\$342,708.92				\$433,966.66	
3/25/2016	Feb. 2016	\$3.98	85,886.16	759.79	\$341,826.92				\$456,781.09	
4/22/2016	Mar. 2016	\$3.98	97,879.25	1,051.84	\$389,559.42				\$495,099.15	
5/21/2016	Apr. 2016	\$3.98	90,488.17	932.91	\$360,063.32				\$449,300.28	
6/24/2016	May 2016	\$3.98	100,536.88	799.49	\$400,136.78				\$449,300.28	
AC TOT FYE 2016 Bud \$4,800,000					1,121,004.91	9,588.56	\$4,461,599.54	0.00	0.00	-\$188,400.46
G TOTAL PROJ					30,260,436.41	181,678.09	\$119,170,442.22	4,768,264.00	5,192,300.00	5,480,000.10

NOTE: Fees were \$338,400 under original budget.

Current Conditions of Agreement and CUP

1. Tenant shall build a total of 10 collections sites
2. Current County Capacity 800,000 tons
3. Landfill Current Lease 1,315 Acres
4. May 2014, Reimbursement for inspections increase to \$225,000/year and increases \$25,000 per 5 year increments
5. Escrow Agreement: Escrow account/bond/letter \$5,000/acres with a max. of \$1,000,000 with interest earning to a gross max. of \$2,000,000
Amendment to Escrow Agreement allows for additions deposits of \$5,000/acres over 200 acres of landfill used with no maximum accumulation

Note: Sup. Rent ended 12/02
CPI rate for Jan 2010 was calculated using the 2008 ending index to the 2010 index. This absorbed the .07 decrease for Jan 2009.

FUND # - 999 TREASURER'S ACCOUNTABILITY FUND
GL070C

MAJOR#	DESCRIPTION	FY/2013		FY/2014		FY/2015		FY/2016	
		Bal. Sheet 2012/07 Thru 2013/06	Bal. Sheet 2013/07 Thru 2014/06	Bal. Sheet 2014/07 Thru 2015/06	Bal. Sheet 2015/07 Thru 2016/06				
000300-0301	School Capital Projects Fund	241,647.05-	230,543.05-	230,688.05-	197,869.05-				
000300-0302	General Capital Projects Fund	3,564,573.72-	80,462.40-	3,671,372.70-	1,365,434.77-				
000300-0303	Elementary School Capital Proj Fund	2,709,937.59-	.00	.00	.00				
000300-0305	Mega Site - Industrial Park Fund	.00	1,483,375.00-	6,574.79	54,195.62				
000300-0306	Cabin Point - Industrial Park Fund	.00	.00	47,049.58	9,723.89				
000300-0307	Henry - Industrial Park Fund	.00	.00	.00	.00				
000300-0723	Robert Mitchell Scholarship Fund	29,220.17-	27,882.17-	27,018.17-	26,449.17-				
000300-0724	Wav/Wak Rotary Scholarship Fund	28,894.86-	29,048.86-	23,165.86-	28,373.86-				
000300-0725	RICHARD CLEMENTS MOORE III SCH FUND	28,253.83-	28,463.83-	29,180.83-	29,457.83-				
000300-0726	Millard D. Stith Sch. Fund	61,164.00-	64,537.00-	73,086.00-	80,141.00-				
000300-0733	Special Welfare Fund	2,160.34-	2,286.73-	4,429.09-	1,622.42-				
000300-0135-200	Restricted Res for Elem Loans	.00	.00	.00	.00				
	FUND EQUITY	20,363,634.34-	15,248,194.02-	12,769,029.64-	10,295,242.05-				
	TOTAL PRIOR YR FUND BALANCE	20,363,634.34-	15,248,194.02-	12,769,029.64-	10,295,242.05-				
	OTHER ACCOUNTS	.00	.00	.00	.00				
000400-0000	Treasurer's Deferred Account	1,060.65-	1,269.03-	1,269.03-	1,288.68-				
000400-0001	Cash Over and Short	157.29-	.00	19.65-	26.49-				
000400-0011	Overpayments	.00	.00	2,379.71-	.00				
000400-0012	Prepaid Taxes - PP	8,190.87-	7,097.29-	10,270.50-	8,858.41-				
000400-0013	Prepaid Taxes - RE	10,978.94-	21,798.23-	25,253.62-	31,365.51-				
000400-0014	Available PTR for Distrib \$1.093M	56,630.04-	10,346.23-	66,246.66-	.00				
000400-0015	Escrow Acct. QZAB 2005	443,331.70-	512,913.20-	584,177.06-	657,203.49-				
000400-0016	QZAB 2006 Escrow Acct.	705,138.14-	832,730.60-	963,396.61-	1,097,274.42-				
000400-0021	Escrow Acct - Perf. Surety(ESCROW)	62,610.00-	62,610.00-	62,610.00-	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 In-Woodfued	.00	.00	.00	.00				
000400-0104	Escrow Sheriff's Sales (SHSALE)	72,204.00-	.00	18,522.50-	.00				
000400-0150	Health Insurance Cont. Fund (HINS)	1,360,301.63-	1,448,764.58-	1,734,145.34-	1,860,252.00-				
	OTHER ACCOUNTS	.00	.00	.00	.00				
000401-0000	ESCROW ACCTS. RESERVED CIF ACCTS	.00	.00	.00	.00				
000401-0101	Escrow for Fire Dept. Vehicles	230,000.00-	391,700.00-	500,000.00-	500,000.00-				
000401-0102	Escrow for Rescue Vehicles	46,250.00-	46,250.00-	46,250.00-	66,250.00-				
	ESCROW ACCTS. RESERVED CIF ACCTS	276,250.00-	437,950.00-	546,250.00-	566,250.00-				
	OTHER EQUITY & ESCROW ACCTS.	1,636,551.63-	1,886,714.58-	2,280,395.34-	2,426,502.00-				
000500-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00				
000501-0000	UNCOLLECTED TAXES - COUNTY	.00	.00	.00	.00				
000501-1990	Real Estate - 1990	.00	.00	.00	.00				
000501-1991	Real Estate - 1991	.00	.00	.00	.00				
000501-1992	Real Estate - 1992	.00	.00	.00	.00				
000501-1993	Real Estate - 1993	725.28	.00	.00	.00				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
GENERAL FUND					
ASSETS					
100-0100	Cash With Treasurer ASSETS	6,250,542.43	1,211,769.02	3,453,955.95-	4,008,355.50
		6,250,542.43	1,211,769.02	3,453,955.95-	4,008,355.50
OTHER ASSETS AND RESERVES					
101-0050	Revl & Ln Due From Other Funds				
101-0051	Due From School Fund				
101-0235	Reserve for IDA Lease Agreement	1,389,581.25			1,389,581.25
101-0236	Reserve for VPSA99 Bonds High Sch.	3,612,703.00			3,612,703.00
101-0237	Res for Literary Loan - High Schoo	4,201,514.00			4,201,514.00
101-0238	Res for Literary Loan - Mid Sch 07	1,109,742.50			1,109,742.50
101-0239	Res for IDA QZAB Bond Deposit	3,870,000.00			3,870,000.00
101-0240	Reserve for VPSA 2012 Bond Elem Sc	547,889.91			547,889.91
101-0241	Woodfuel Loan Receivable(DHCD Loan	20,566.49	3,506.56		24,073.05
101-0600	Commonwealth PTR avail. for distr.				
101-0900	Accrued Accounts Receivable				
101-0901	Reversion Due From School Fund	14,751,997.15	3,506.56		14,755,503.71
	OTHER ASSETS AND RESERVES	21,002,539.58	1,215,275.58	3,453,955.95-	18,763,859.21
	TOTAL ASSETS				
200-0000	LIABILITIES				
200-0100	Clearing Account - Payroll		255,237.67		
200-0200	Clearing Account - Accounts Payabl		303,729.10		
200-0235	IDA Lease Payable				
200-0236	VPSA99 Bonds Payable - High Sch	1,389,581.25-			1,389,581.25-
200-0237	Literary Loan Pay - High Sch.	3,612,703.00-			3,612,703.00-
200-0238	Literary Loan Pay - Middle Sch 07	4,201,514.00-			4,201,514.00-
200-0239	IDA QZAB Bond Deposit Payable	1,109,742.50-			1,109,742.50-
200-0240	VPSA 2012 Bond Payable - Elem Sch.	3,870,000.00-			3,870,000.00-
200-0241	DHCD Loan Payable (Woodfuel)	547,889.91-			547,889.91-
200-0300	Clearing Account - Jurors			3,506.56-	
200-0600	Commonwealth PTR outstanding bal.				
200-0900	Accrued Accounts Payable				
	LIABILITIES	14,751,997.15-	558,966.77	562,473.33-	14,755,503.71-
	TOTAL LIABILITIES	14,751,997.15-	558,966.77	562,473.33-	14,755,503.71-
FUND EQUITY					
300-0100	Fund Balance	3,936,127.66-			3,936,127.66-
	FUND EQUITY	3,936,127.66-			3,936,127.66-
	TOTAL PRIOR YR FUND BALANCE	3,936,127.66-			3,936,127.66-
	TOTAL REVENUE	19,747,314.97-		1,124,944.64-	20,872,259.61-
	TOTAL EXPENDITURE	17,432,900.20		3,367,131.57	20,800,031.77
	TOTAL CURRENT FUND BALANCE	21,002,539.58-	3,926,098.34	1,687,417.97-	72,227.84-
	TOTAL LIABILITIES AND FUND BALANCE				18,763,859.21-

Rev. over
Exp.

SUSSEX COUNTY
REVENUE SUMMARY BY FUNDS
7/01/2015 - 6/30/2016

-FUND SUMMARY-

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
100	REVENUE - GENERAL FUND	21,174,954.00	21,170,036.21	1,124,944.64	20,872,259.61	297,776.60	1.40
105	REVENUE - VPA/DSS FUND	2,203,433.00	2,191,736.00	153,909.22	1,807,319.10	384,416.90	17.53
110	REVENUE - CSA FUND	700,000.00	751,697.00	51,759.41	740,509.10	11,187.90	1.48
121	REV. - IPR PROG. INCOME FD (11/02)	3,838.00	3,838.00	196.87	4,184.19	346.19	9.02
123	REV - CDBG HOUSING PRG (4/09)	4,375.00	4,375.00	340.00	4,051.00	324.00	7.40
125	REVENUE - DRUG FORFEITURE FUND	.00	4,247.34	2.57	6,955.38	2,708.04	63.75
135	REVENUE - CP / DS RESERVE FUND	.00	.00	719.00	2,552.00	2,552.00	100.00
201	REVENUE - LAW LIBRARY FUND	975.00	975.00	48.90	765.60	209.40	21.47
251	REVENUE - SCHOOL FUND	15,670,981.00	15,716,161.29	3,118,870.07	15,536,909.09	179,252.20	1.14
252	REVENUE - SCHOOL FOOD SERVICES FUND	924,705.00	924,705.00	85,542.34	769,036.25	155,668.75	16.83
253	REVENUE - SUMMER FOOD SERVICES FUND	.00	.00	548.65	32,673.89	32,673.89	100.00
254	REVENUE - TITLE & GRANT FUND	1,239,212.00	1,232,212.00	507,858.37	1,176,932.40	55,279.60	4.48
255	REVENUE - SCH. TEXTBOOK FUND	85,582.00	85,582.00	87,986.79	145,571.79	59,989.79	70.09
301	REVENUE - SCHOOL CAPITAL PROJECTS	.00	.00	31.00	116.00	116.00	100.00
302	REVENUE - CAPITAL PROJECT FUND	705,500.00	1,073,664.00	249,478.85	479,405.85	594,258.15	55.34
305	REVENUE - MEGA SITE INDUST. PARK	.00	972,642.00	.00	251,503.05	721,138.95	74.14
306	REVENUE - CABIN POINT INDUST. PARK	.00	.00	.00	39,932.51	39,932.51	100.00
723	REVENUE - MITCHELL SCHOLARSHIP FUND	.00	.00	33.00	231.00	231.00	100.00
724	REVENUE - SUSSEX ENDOWM SCHSHP FD	.00	.00	35.00	6,208.00	6,208.00	100.00
725	REV - RICHARD CLEMENT MOORE III FD	.00	.00	536.00	1,277.00	1,277.00	100.00
726	REV. - MILLARD & FLORENCE STITH FSF	.00	.00	1,599.00	8,555.00	8,555.00	100.00
733	REVENUE - SPECIAL WELFARE FUND	.00	.00	878.45	8,890.23	8,890.23	100.00
	--- REVENUE TOTAL ---	42,713,555.00	44,131,870.84	5,385,318.13	41,895,838.04	2,236,032.80	5.06

SUSSEX COUNTY
EXPENDITURE SUMMARY BY FUNDS

ACCT#	DESCRIPTION	7/01/2015 - 6/30/2016		CURRENT AMOUNT	Y-T-D AMOUNT	-FUND SUMMARY-		% REMAIN.
		BUDGET AMOUNT	APPR. AMOUNT			ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	
100	EXPENDITURES - GENERAL FUND	21,407,955.00	22,071,620.96	3,367,131.57	20,800,031.77	.00	1,271,589.19	5.76
105	EXPENDITURES - VPA/DSS FUND	2,203,433.00	2,243,433.00	153,909.22	1,807,319.10	.00	436,113.90	19.43
110	EXPENDITURES - CSA FUND	700,000.00	700,000.00	2,770.74	612,180.97	.00	87,819.03	12.54
121	EXPEND. - IPR PROG. INCOME FD 11/02	30,000.00	30,000.00	205.00	1,943.50	.00	28,056.50	93.52
123	EXPEND. CDBG HOUSING PROGRAM	45,000.00	45,000.00	.00	.00	.00	45,000.00	100.00
125	EXPENDITURES - DRUG FORFEITURE FD	.00	23,393.61	991.94	11,288.45	.00	12,105.16	51.74
135	EXPENDITURES - RESERVE FOR CP/DS FD	20,000.00	215,868.00	.00	237,438.12	.00	21,570.12	9.99
201	EXPENDITURES - LAW LIBRARY FUND	2,400.00	2,400.00	.00	174.75	.00	2,225.25	92.71
251	SCHOOL FUND EXPENDITURES	15,670,981.00	15,677,981.00	3,118,870.07	15,536,909.09	.00	141,071.91	.89
252	EXPENDITURES - SCHOOL FOOD SERV	924,705.00	924,705.00	134,723.79	837,578.44	.00	87,126.56	9.42
253	EXPENDITURES - SUMMER FS FUND	.00	.00	.00	27,192.78	.00	27,192.78	100.00
254	TITLE & GRANT REVOLVING FUND	1,239,212.00	1,232,212.00	280,856.44	1,173,306.04	.00	58,905.96	4.78
255	EXPENDITURES - TEXTBOOK FUND	85,582.00	85,582.00	.00	59,567.36	.00	26,014.64	30.39
301	EXPENDITURES - SCHOOL CP FUND	.00	.00	3,500.00	32,935.00	.00	32,935.00	100.00
302	EXPENDITURES - CAPITAL PROJECT FD	670,000.00	4,612,253.00	198,775.42	2,785,343.78	.00	1,826,909.22	39.60
305	EXPENDITURES - MEGA SITE	.00	972,642.00	24,294.96	299,123.88	.00	673,518.12	69.24
306	EXPENDITURES - CABIN POINT PARK	.00	.00	.00	2,606.82	.00	2,606.82	100.00
723	EXPENDITURES - ROBERT MITCHELL SCH	.00	.00	.00	800.00	.00	800.00	100.00
724	EXPENDS. SUSSEX ENDOWM SCHSHP FD	.00	.00	.00	1,000.00	.00	1,000.00	100.00
725	EXPS. - RICHARD CLEMENT MOORE S.FD.	.00	.00	.00	1,000.00	.00	1,000.00	100.00
726	EXP. - MILLARD & FLORENCE STITH FSF	.00	.00	.00	1,500.00	.00	1,500.00	100.00
733	EXPENDITURES - SPECIAL WELFARE FD	.00	.00	270.00	11,696.90	.00	11,696.90	100.00
	-- EXPENDITURE TOTAL --	42,999,268.00	48,837,090.57	7,286,299.15	44,240,936.75	.00	4,596,153.82	9.41

Sussex County
Ten Year Landfill Revenue Summary
Onnie L. Woodruff, Treas.

MO. RECD	FYE2005	FYE2006	FYE2007	FYE2008	FYE2009	FYE2010	FYE2011	FYE2012	FYE2013	FYE2014	FYE2015	FYE2016	3Yr Ave.
July	755,120	852,144	819,849	812,429	699,620	558,173	599,541	629,481	471,147	490,908	480,391	501,253	480,815
August	803,535	787,376	830,151	803,179	712,021	577,545	509,002	597,953	445,265	489,118	454,641	429,103	463,008
July Adj										23,595	716,69		7,865
September	768,466	749,215	808,986	796,329	669,685	475,125	503,372	592,764	479,789	432,466	350,607	324,276	420,954
Aug. Adj										10,179			3,393
October	831,058	699,786	752,231	715,269	683,656	500,954	545,971	514,347	408,069	401,828	399,043	308,871	402,980
Sept. Adj										20,337			6,779
November	729,855	712,291	889,097	790,715	670,320	481,954	567,260	476,176	430,052	405,430	382,450	334,371	405,978
December	702,679	689,609	798,459	714,193	537,570	455,412	541,780	415,797	534,057	322,278	335,460	339,298	397,265
January	669,164	665,109	650,791	667,328	504,874	449,831	479,350	441,254	488,614	343,461	389,239	390,132	407,104
February	599,534	724,022	713,718	719,697	486,201	437,417	484,712	432,349	542,928	377,628	403,443	342,709	441,333
March	528,613	690,792	582,539	632,047	449,975	419,355	472,753	404,675	403,559	317,919	290,654	341,827	337,377
April	744,621	798,204	790,823	739,381	507,925	493,043	586,694	403,647	426,530	338,922	459,688	389,559	408,380
May	751,512	748,483	799,360	711,795	544,548	507,140	572,823	441,761	480,225	390,339	544,490	360,063	471,685
June	768,555	814,725	766,332	724,680	518,084	571,595	578,670	458,093	473,070	399,471	508,752	400,137	460,431
Totals	8,652,711	8,931,755	9,204,335	8,827,042	6,984,479	5,927,545	6,441,927	5,808,297	5,583,306	4,763,878	4,999,574	4,461,599	5,115,586

Current Yr Budget amount was: 4,800,000 Approp. Was reduced to \$4,600,000

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
999	REVENUE - GENERAL FUND						
10000	REVENUE FROM LOCAL SOURCES						
11000	GENERAL PROPERTY TAXES						
11010	REAL PROPERTY TAXES	4,670,000.00	4,631,101.00	60,354.72	4,630,704.83	396.17	
11010	REAL PROPERTY TAXES	4,670,000.00	4,631,101.00	60,354.72	4,630,704.83	396.17	
11020	PUBLIC SERVICE CORP TAXES	563,000.00	644,138.00		644,196.87	58.87-	
11020	PUBLIC SERVICE CORP TAXES	563,000.00	644,138.00		644,196.87	58.87-	
11030	PERSONAL PROPERTY TAXES	2,234,414.00	2,205,414.00	23,635.64	2,177,049.85	28,364.15	1.28
11030	PERSONAL PROPERTY TAXES	2,234,414.00	2,205,414.00	23,635.64	2,177,049.85	28,364.15	1.28
11031	MOBILE HOME TAXES	18,000.00	18,000.00	347.13	19,653.05	1,653.05-	9.18-
11031	MOBILE HOME TAXES	18,000.00	18,000.00	347.13	19,653.05	1,653.05-	9.18-
11032	FIRE AND RESCUE TAXES	9,100.00	6,381.00	150.09	6,258.61	122.39	1.91
11032	FIRE AND RESCUE TAXES	9,100.00	6,381.00	150.09	6,258.61	122.39	1.91
11040	MACHINERY AND TOOLS TAXES	1,394,196.00	1,280,777.00		1,178,970.94	101,806.06	7.94
11040	MACHINERY AND TOOLS TAXES	1,394,196.00	1,280,777.00		1,178,970.94	101,806.06	7.94
11050	MERCHANTS CAPITAL TAXES	123,080.00	80,089.00	105.84	80,050.88	38.12	.04
11050	MERCHANTS CAPITAL TAXES	123,080.00	80,089.00	105.84	80,050.88	38.12	.04
11060	PENALTIES, INTEREST & TREAS ADM FEES	186,000.00	196,000.00	25,042.24	186,042.27	9,957.73	5.08
11060	PENALTIES, INTEREST & TREAS ADM FEES	186,000.00	196,000.00	25,042.24	186,042.27	9,957.73	5.08
	GENERAL PROPERTY TAXES	9,197,790.00	9,061,900.00	109,635.66	8,922,927.30	138,972.70	1.53
12000	OTHER LOCAL TAXES						
12010	LOCAL SALES USE AND TAXES	767,415.00	854,861.00	71,902.17	887,520.07	32,659.07-	3.82-
12010	LOCAL SALES USE AND TAXES	767,415.00	854,861.00	71,902.17	887,520.07	32,659.07-	3.82-
12020	CONSUMER UTILITY TAXES	95,000.00	95,000.00	7,210.25	91,077.50	3,922.50	4.12
12020	CONSUMER UTILITY TAXES	95,000.00	95,000.00	7,210.25	91,077.50	3,922.50	4.12
12030	BUSINESS LICENSE TAXES	178,100.00	63,100.00	4,069.83	90,025.75	26,925.75-	42.67-
12030	BUSINESS LICENSE TAXES	178,100.00	63,100.00	4,069.83	90,025.75	26,925.75-	42.67-
12040	FRANCHISE LICENSE TAXES						
12050	MOTOR VEHICLE LICENSES	226,500.00	226,500.00	6,887.98	222,228.64	4,271.36	1.88
12050	MOTOR VEHICLE LICENSES	226,500.00	226,500.00	6,887.98	222,228.64	4,271.36	1.88
12060	BANK STOCK TAXES	2,600.00	2,600.00		3,557.42	957.42-	36.82-
12060	BANK STOCK TAXES	2,600.00	2,600.00		3,557.42	957.42-	36.82-
12070	RECORDATION TAXES						
	OTHER LOCAL TAXES	1,269,615.00	1,242,061.00	90,070.23	1,294,409.38	52,348.38-	4.21-
13000	PERMITS, FEES AND LICENSES						
13010	ANIMAL LICENSES	8,300.00	8,300.00	84.00	7,720.00	580.00	6.98
13010	ANIMAL LICENSES	8,300.00	8,300.00	84.00	7,720.00	580.00	6.98
13030	PERMITS AND OTHER LICENSES	5,090,125.00	4,943,725.00	404,953.56	4,749,214.71	194,510.29	3.93
13030	PERMITS AND OTHER LICENSES	5,090,125.00	4,943,725.00	404,953.56	4,749,214.71	194,510.29	3.93
	PERMITS, FEES AND LICENSES	5,098,425.00	4,952,025.00	405,037.56	4,756,934.71	195,090.29	3.93
14000	FINES AND FORFEITURES						
14010	FINES AND FORFEITURES	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69
14010	FINES AND FORFEITURES	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69
	FINES AND FORFEITURES	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	UNCOLLECTED
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY	13,000.00	13,000.00	761.90	18,247.05	5,247.05	40.36
15010	REVENUE FROM USE OF MONEY	13,000.00	13,000.00	761.90	18,247.05	5,247.05	40.36
15020	REVENUE FROM USE OF PROPERTY	74,000.00	74,000.00	3,729.14	77,679.93	3,679.93	4.97
15020	REVENUE FROM USE OF PROPERTY	74,000.00	74,000.00	3,729.14	77,679.93	3,679.93	4.97
16000	REVENUE FROM USE OF MONEY/PROPERTY	87,000.00	87,000.00	4,491.04	95,926.98	8,926.98	10.26
16010	CHARGES FOR SERVICES						
16010	COURT COSTS	183,415.00	190,915.00	13,980.46	164,853.56	26,061.44	13.65
16010	COURT COSTS	183,415.00	190,915.00	13,980.46	164,853.56	26,061.44	13.65
16020	COMMONWEALTH'S ATTORNEY FEES	1,650.00	1,650.00	114.62	1,794.74	144.74	8.77
16020	COMMONWEALTH'S ATTORNEY FEES	1,650.00	1,650.00	114.62	1,794.74	144.74	8.77
16050	CHARGES FOR CORRECTION/DETENTION	3,800.00	3,800.00	725.75	3,753.16	46.84	1.23
16050	CHARGES FOR CORRECTION/DETENTION	3,800.00	3,800.00	725.75	3,753.16	46.84	1.23
16060	CHARGES FOR OTHER PROTECTION	1,500.00	1,500.00	45.00	3,284.00	1,784.00	118.93
16060	CHARGES FOR OTHER PROTECTION	1,500.00	1,500.00	45.00	3,284.00	1,784.00	118.93
16080	CHARGES FOR SANITATION/WASTE REMVL						
16160	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00	12,500.00	24,408.47	591.53	2.36
16160	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00	12,500.00	24,408.47	591.53	2.36
16210	CHG FOR CREDIT & DEBIT CARD USE	3,000.00	3,000.00	96.40	2,597.27	402.73	13.42
16210	CHG FOR CREDIT & DEBIT CARD USE	3,000.00	3,000.00	96.40	2,597.27	402.73	13.42
18000	CHARGES FOR SERVICES	218,365.00	225,865.00	27,462.23	200,691.20	25,173.80	11.14
18030	MISCELLANEOUS REVENUE						
18030	EXPENDITURE REFUNDS	25,000.00	77,894.47		70,096.86	7,797.61	10.01
18030	EXPENDITURE REFUNDS	25,000.00	77,894.47		70,096.86	7,797.61	10.01
18990	MISCELLANEOUS	19,000.00	113,062.66	17,566.54	171,351.59	58,288.93	51.55
18990	MISCELLANEOUS	19,000.00	113,062.66	17,566.54	171,351.59	58,288.93	51.55
19000	MISCELLANEOUS REVENUE						
19000	RECOVERED COSTS	44,000.00	190,957.13	17,566.54	241,448.45	50,491.32	26.44
19000	RECOVERED COSTS	44,000.00	190,957.13	17,566.54	241,448.45	50,491.32	26.44
19020	RECOVERED COSTS - OTHER	431,500.00	289,018.08	246.82	278,006.33	11,011.75	3.81
19020	RECOVERED COSTS - OTHER	431,500.00	289,018.08	246.82	278,006.33	11,011.75	3.81
20000	RECOVERED COSTS	524,928.00	382,446.08	7,539.67	371,444.21	11,001.87	2.87
21000	REVENUE FROM THE COMMONWEALTH						
21000	PAYMENT IN LIEU OF TAXES	18,020.00	46,241.00		46,241.67	.67	
21000	PAYMENT IN LIEU OF TAXES	18,020.00	46,241.00		46,241.67	.67	
22000	PAYMENT IN LIEU OF TAXES	18,020.00	46,241.00		46,241.67	.67	
22010	NON-CATEGORICAL AID - STATE	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08	.45
22010	NON - CATEGORICAL AID	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08	.45
22010	NON - CATEGORICAL AID	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08	.45

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE UNCOLLECTED
22011	LOCAL FINES FROM DOA TO BE DISTRIB					
22011	LOCAL FINES FROM DOA TO BE DISTRIB					
	NON-CATEGORICAL AID - STATE	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08
23000	SHARED EXPENSES - CATEGORICAL					
23010	COMMONWEALTH'S ATTORNEY	240,172.00	240,172.00	15,445.10	239,536.99	635.01
23010	COMMONWEALTH'S ATTORNEY	240,172.00	240,172.00	15,445.10	239,536.99	635.01
23020	SHERIFF SHARED EXPENSE	1,316,592.00	1,316,592.00	116,133.76	1,303,052.78	13,539.22
23020	SHERIFF SHARED EXPENSE	1,316,592.00	1,316,592.00	116,133.76	1,303,052.78	13,539.22
23030	COMMISSIONER OF REVENUE	74,425.00	74,425.00	5,638.28	74,290.24	134.76
23030	COMMISSIONER OF REVENUE	74,425.00	74,425.00	5,638.28	74,290.24	134.76
23040	TREASURER SHARED EXPENSE	85,578.00	85,578.00	6,646.55	85,421.75	156.25
23040	TREASURER SHARED EXPENSE	85,578.00	85,578.00	6,646.55	85,421.75	156.25
23050	MEDICAL EXAMINER SHARED EXP					
23060	REGISTRAR/ELECTORAL BD SHARED EXP	38,000.00	38,000.00	48,290.00	48,290.00	10,290.00
23060	REGISTRAR/ELECTORAL BD SHARED EXP	38,000.00	38,000.00	48,290.00	48,290.00	10,290.00
23070	CLERK OF COURT SHARED EXP	189,603.00	189,603.00	23,594.54	204,943.12	15,340.12
23070	CLERK OF COURT SHARED EXP	189,603.00	189,603.00	23,594.54	204,943.12	15,340.12
23080	JAIL SHARED EXPENSE	128,000.00	128,000.00	27,960.00	107,052.00	20,948.00
23080	JAIL SHARED EXPENSE	128,000.00	128,000.00	27,960.00	107,052.00	20,948.00
24040	SHARED EXPENSES - CATEGORICAL	2,072,370.00	2,072,370.00	243,708.23	2,062,586.88	9,783.12
24040	OTHER CATEGORICAL AID - STATE	1,436,361.00	1,610,523.00	126,349.49	1,680,213.95	69,690.95
24040	OTHER CATEGORICAL AID - STATE	1,436,361.00	1,610,523.00	126,349.49	1,680,213.95	69,690.95
30000	OTHER CATEGORICAL AID - STATE	1,436,361.00	1,610,523.00	126,349.49	1,680,213.95	69,690.95
30000	REVENUE FROM THE FEDERAL GOVERNMENT					
32000	NON-CATEGORICAL AID - FEDERAL					
32010	CDBG COMMUNITY DEV. BLOCK GRANT	30,000.00	30,000.00		6,441.93	23,558.07
32010	CDBG COMMUNITY DEV. BLOCK GRANT	30,000.00	30,000.00		6,441.93	23,558.07
32020	SOCIAL SECURITY ADM. BOUNTY - JAIL	800.00	800.00			800.00
32020	SOCIAL SECURITY ADM. BOUNTY - JAIL	800.00	800.00			800.00
33000	NON-CATEGORICAL AID - FEDERAL					
33000	CATEGORICAL AID - FED	800.00	30,800.00		6,441.93	24,358.07
33030	Emergency Ser. Grant - Res					
40000	OTHER FINANCING SOURCES					
41000	NON-REVENUE RECEIPTS					
41040	PROCEEDS FROM INDEBTNESS					
41050	TRANSFERS FROM OTHER FUNDS					
41060	DESIGNATED USE OF FUND BALANCES					
	---FUND TOTAL---	21,174,954.00	21,170,036.21	1,124,944.64	20,872,259.61	297,776.60
						1.40

SUSSEX COUNTY
 GENERAL FUND - EXPENDITURE SUMMARY BY DEPARTMENTS
 7/01/2015 - 6/30/2016

6/30/2016 Onnie L. Woodruff, Treasurer
 FUND # - 100 EXPENDITURE

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
999	EXPENDITURES - GENERAL FUND							
11100-111	BOARD OF SUPERVISORS	125,182.00	130,182.00	8,104.20	117,969.72		12,212.28	9.38
	--MAJOR TOTAL--	125,182.00	130,182.00	8,104.20	117,969.72		12,212.28	9.38
	BOARD OF SUPERVISORS	125,182.00	130,182.00	8,104.20	117,969.72		12,212.28	9.38
21100-211	ADMINISTRATOR	637,863.00	639,022.59	57,231.22	599,614.17		39,408.42	6.16
	--MAJOR TOTAL--	637,863.00	639,022.59	57,231.22	599,614.17		39,408.42	6.16
21200-221	BUILDING & GROUNDS	563,073.00	564,761.66	40,543.80	508,265.40		56,496.26	10.00
	--MAJOR TOTAL--	563,073.00	564,761.66	40,543.80	508,265.40		56,496.26	10.00
21300-231	HOUSING	180,046.00	214,046.00	12,308.86	171,307.85		42,738.15	19.96
	--MAJOR TOTAL--	180,046.00	214,046.00	12,308.86	171,307.85		42,738.15	19.96
21400-241	PLANNING	180,046.00	214,046.00	12,308.86	171,307.85		42,738.15	19.96
21400-242	BUILDING INSPECTIONS	176,579.00	229,931.00	15,153.57	172,648.78		57,282.22	24.91
21400-243	ZONING	224,677.00	224,677.00	17,721.07	218,400.04		6,276.96	2.79
	--MAJOR TOTAL--	2,900.00	2,900.00	370.44	370.44		2,529.56	87.22
21500-251	FIRE & RESCUE	404,156.00	457,508.00	32,874.64	391,419.26		66,088.74	14.44
21500-252	AMBULANCE & RESCUE	151,103.00	153,210.70	28,975.27	134,608.67		18,602.03	12.14
21500-253	EMERGENCY SERVICES	751,733.00	751,733.00	38,712.00	697,450.86		54,282.14	7.22
21500-254	911 Services	200,675.00	200,675.00	10,261.41	201,249.80		574.80-	.28-
21500-255	FOREST FIRE EXTINCTION	24,000.00	24,000.00	183.41	183.41		183.41-	100.00-
	--MAJOR TOTAL--	1,127,511.00	1,129,618.70	78,132.09	1,057,329.69		163.05	.67
21600-261	ANIMAL CONTROL	240,572.00	240,572.00	17,783.89	210,872.70		72,289.01	6.39
21600-262	ENVIRONMENTAL INSPECTIONS	230,071.00	230,071.00	19,444.36	136,398.67		29,699.30	12.34
21600-263	GENERAL WORKS	62,000.00	62,000.00	3,116.47	71,078.39		93,672.33	40.71
21600-266	REFUSE DISPOSAL	156,800.00	156,800.00	8,235.17	143,208.99		9,078.39-	14.64-
	--MAJOR TOTAL--	689,443.00	689,443.00	48,579.89	561,558.75		13,591.01	8.66
21700-271	IT AND CENTRAL ACCOUNTING AS400	61,160.00	26,160.00		34,288.26		127,884.25	18.54
	--MAJOR TOTAL--	61,160.00	26,160.00		34,288.26		8,128.26-	31.07-
	ADMINISTRATOR	3,663,252.00	3,720,559.95	269,670.50	3,323,783.38		396,776.57	10.66
22100-281	COUNTY ATTORNEY	101,152.00	101,152.00	6,250.00	87,300.45		13,851.55	13.69
	--MAJOR TOTAL--	101,152.00	101,152.00	6,250.00	87,300.45		13,851.55	13.69
	COUNTY ATTORNEY	101,152.00	101,152.00	6,250.00	87,300.45		13,851.55	13.69
23100-291	REGISTRAR/BOARD OF ELECTIONS	172,012.00	172,012.00	21,294.07	178,582.54		6,570.54-	3.81-
	--MAJOR TOTAL--	172,012.00	172,012.00	21,294.07	178,582.54		6,570.54-	3.81-
	REGISTRAR/BOARD OF ELECTIONS	172,012.00	172,012.00	21,294.07	178,582.54		6,570.54-	3.81-

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
31100-311	COMMISSIONER OF REVENUE	227,632.00	227,632.00	23,266.70	230,053.75		2,421.75	1.06
	--MAJOR TOTAL--	227,632.00	227,632.00	23,266.70	230,053.75		2,421.75	1.06
	COMMISSIONER OF REVENUE	227,632.00	227,632.00	23,266.70	230,053.75		2,421.75	1.06
41100-411	TREASURER	344,714.00	344,714.00	26,839.11	330,548.29		14,165.71	4.10
41100-412	LICENSE BUREAU	50,200.00	50,200.00	10,722.47	48,416.84		1,783.16	3.55
	--MAJOR TOTAL--	394,914.00	394,914.00	37,561.58	378,965.13		15,948.87	4.03
	TREASURER	394,914.00	394,914.00	37,561.58	378,965.13		15,948.87	4.03
51100-511	COURTROOM SECURITY	181,424.00	181,424.00	17,435.47	199,674.78		18,250.78	10.05
51100-512	FIELD OPERATIONS	1,497,770.00	1,594,642.58	112,139.64	1,489,201.67		105,440.91	6.61
51100-513	SPOT OPERATIONS	32,295.00	57,295.00	4,548.59	57,634.39		339.39	.59
51100-514	SELECTIVE ENFORCEMENT	241,830.00	216,830.00	15,828.93	196,134.10		20,695.90	9.54
51100-515	WAKEFIELD OPERATIONS	60,812.00	60,812.00	3,943.95	47,511.09		13,300.91	21.87
51100-516	E911	203,259.00	232,098.00	12,585.46	237,472.31		5,374.31	2.31
51100-517	SCHOOL RESOURCE OFFICERS	98,653.00	148,653.00	12,614.63	136,945.39		11,707.61	7.87
	--MAJOR TOTAL--	2,316,043.00	2,491,754.58	179,096.67	2,364,573.73		127,180.85	5.10
51500-551	CONFINEMENT OF INMATES	1,780,732.00	1,816,622.14	139,911.43	1,659,556.52		157,065.62	8.64
	--MAJOR TOTAL--	1,780,732.00	1,816,622.14	139,911.43	1,659,556.52		157,065.62	8.64
	SHERIFF'S DEPARTMENT	4,096,775.00	4,308,376.72	319,008.10	4,024,130.25		284,246.47	6.59
61100-611	CIRCUIT COURT	44,790.00	44,790.00	4,375.34	40,768.55		4,021.45	8.97
61100-612	GENERAL DISTRICT COURT	23,975.00	23,975.00	1,512.44	17,970.67		6,004.33	25.04
61100-613	SPECIAL MAGISTRATES	7,125.00	7,125.00	598.26	8,394.60		1,269.60	17.81
61100-614	JUV & DOM RELATIONS COURT	8,941.00	8,941.00	8,941.00	8,941.00			
	--MAJOR TOTAL--	84,831.00	84,831.00	6,486.04	76,074.82		8,756.18	10.32
	CIRCUIT COURT	84,831.00	84,831.00	6,486.04	76,074.82		8,756.18	10.32
62100-621	CLERK OF COURTS	361,690.00	361,690.00	27,537.63	354,774.77		6,915.23	1.91
	--MAJOR TOTAL--	361,690.00	361,690.00	27,537.63	354,774.77		6,915.23	1.91
	CLERK OF COURTS	361,690.00	361,690.00	27,537.63	354,774.77		6,915.23	1.91
63100-631	COMMONWEALTH'S ATTORNEY	437,900.00	451,190.00	36,651.29	444,681.27		6,508.73	1.44
63100-632	VICTIM/WITNESS PROGRAM	68,788.00	77,323.00	9,400.35	71,854.77		5,468.23	7.07
	--MAJOR TOTAL--	506,688.00	528,513.00	46,051.64	516,536.04		11,976.96	2.26
	COMMONWEALTH'S ATTORNEY	506,688.00	528,513.00	46,051.64	516,536.04		11,976.96	2.26
81000	CONTRIBUTIONS TO OUTSIDE AGENCIES	176,489.00	176,489.00	176,489.00	176,489.00			
81100-801	Cater Health District	982.00	982.00	982.00	982.00			
81100-803	Old Dominion Emerg. Medical Serv.	64,499.00	64,499.00	64,499.00	64,499.00			
81100-805	District 19 Community Services Bd	241,970.00	241,970.00	241,970.00	241,970.00			
	--MAJOR TOTAL--	483,148.00	483,148.00	483,148.00	483,148.00			

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
81300-811	Crater Area Aging	7,060.00	7,060.00		7,060.00		1,000.00	100.00
81300-812	Sussex SS Christmas Program	1,000.00	1,000.00		64,000.00			
81300-814	The Improvement Assoc	64,000.00	64,000.00		2,000.00		46,416.62	100.00-
81300-816	Red Cross	2,000.00	2,000.00	46,416.62	1,049.00		3,721.79	4.97
81300-819	Mission Ministries-Wav. Tornado Rel	1,049.00	1,049.00	10,186.51	71,097.21		2,000.00	100.00
81300-820	Virginia Legal Aid Society	71,838.00	74,819.00		3,355.00		39,694.83	24.43-
81300-822	VA Cooperative Extension	3,355.00	3,355.00		7,200.00			
81300-823	Chowan Basin Soil & Water Conserv.	2,000.00	2,000.00		202,177.83			
81300-824	South Centre Corr. Res Con & Dev Co	2,000.00	2,000.00		10,000.00			
81300-829	Chowan Basin Proj. / City Franklin	7,200.00	7,200.00	56,603.13	163,567.00			
	--MAJOR TOTAL--	159,502.00	162,483.00		183,567.00			
81400-825	Wakefield Foundation	10,000.00	10,000.00		1,000.00			
81400-826	Blackwater/Regional Library	163,567.00	163,567.00		4,000.00			
81400-827	MBC Museum	10,000.00	10,000.00		5,000.00			
	--MAJOR TOTAL--	183,567.00	183,567.00		6,000.00			
81500-831	John Tyler Community College	4,000.00	4,000.00		10,000.00			
81500-833	Southside Virginia Education Center	5,000.00	5,000.00		16,000.00			
	--MAJOR TOTAL--	9,000.00	9,000.00		9,790.00			
81600-840	Sussex Youth & Adult Recreation Ctr	6,000.00	6,000.00		10,000.00			
81600-843	Senior Citizens, Eastern	10,000.00	10,000.00		3,000.00			
81600-847	Recreation - Unallocated Acct.	19,000.00	19,000.00		27,050.00			
	--MAJOR TOTAL--	35,000.00	35,000.00		39,840.00			
81800-860	Crater Planning District Commission	9,790.00	9,790.00		16,000.00			
81800-861	IDA	500.00	500.00		9,790.00		500.00	100.00
81800-862	Virginia's Gateway Region	27,050.00	27,050.00		27,050.00			
81800-869	Crater Small Bus Dev Cent Longwod U	3,000.00	3,000.00		3,000.00			
	--MAJOR TOTAL--	40,340.00	40,340.00		500.00			
	CONTRIBUTIONS TO OUTSIDE AGENCIES	668,360.00	668,360.00	56,603.13	688,554.83		20,194.83	3.02-
93100	TRANSFERS TO OTHER FUNDS	8,777,400.00	9,155,640.29	2,543,896.90	8,720,066.40		435,573.89	4.75
93100	TRANSFERS TO OTHER FUNDS	8,777,400.00	9,155,640.29	2,543,896.90	8,720,066.40		435,573.89	4.75
93200	EXP ACCOUNT NON DEPARTMENT	25,000.00	11,710.00	301.08	301.08		11,408.92	97.42
93200	EXP ACCOUNT NON DEPARTMENT	25,000.00	11,710.00	301.08	301.08		11,408.92	97.42
	TRANSFERS TO OTHER FUNDS	8,802,400.00	9,167,350.29	2,544,197.98	8,720,367.48		446,982.81	4.87
95000	DEBT SERVICE	2,099,387.00	2,099,387.00	1,100.00	2,100,484.05		1,097.05	.05-
95000	DEBT SERVICE	2,099,387.00	2,099,387.00	1,100.00	2,100,484.05		1,097.05	.05-
	DEBT SERVICE	2,099,387.00	2,099,387.00	1,100.00	2,100,484.05		1,097.05	.05-
99900	NON DEPARTMENTAL	106,661.00	106,661.00		2,454.56		104,206.44	97.69
99900	NON DEPARTMENTAL	106,661.00	106,661.00		2,454.56		104,206.44	97.69
	NON DEPARTMENTAL	106,661.00	106,661.00		2,454.56		104,206.44	97.69
	--FUND TOTAL--	21,407,955.00	22,071,620.96	3,367,131.57	20,800,031.77		1,271,589.19	5.76

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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
999	REVENUE - GENERAL FUND						
10000	REVENUE FROM LOCAL SOURCES						
11000	GENERAL PROPERTY TAXES						
11010	REAL PROPERTY TAXES						
1995	RE Taxes - 1995	.00	.00	87.30	103.10	103.10-	100.00-
1996	RE Taxes - 1996	.00	.00	94.29	111.35	111.35-	100.00-
1997	RE Taxes - 1997	.00	.00	103.02	188.74	188.74-	100.00-
1998	RE Taxes - 1998	.00	.00	104.76	191.94	191.94-	100.00-
1999	RE Taxes - 1999	.00	.00	104.76	298.92	298.92-	100.00-
2000	RE Taxes - 2000	.00	.00	104.40	315.00	315.00-	100.00-
2001	RE Taxes - 2001	.00	.00	104.40	366.67	366.67-	100.00-
2002	RE Taxes - 2002	.00	.00	113.10	581.75	581.75-	100.00-
2003	RE Taxes - 2003	.00	.00	113.10	581.75	581.75-	100.00-
2004	RE Taxes - 2004	.00	.00	113.10	650.69	650.69-	100.00-
2005	RE Taxes - 2005	.00	.00	111.84	606.72	606.72-	100.00-
2006	RE Taxes - 2006	.00	.00	111.84	675.36	675.36-	100.00-
2007	RE Taxes - 2007	.00	.00	111.84	1,170.51	1,170.51-	100.00-
2008	RE Taxes - 2008	.00	.00	155.06	1,307.50	1,307.50-	100.00-
2009	RE Taxes - 2009	.00	.00	234.36	1,959.05	1,959.05-	95.90-
2010	RE Taxes - 2010	1,000.00	1,000.00	237.47	4,777.31	4,777.31-	138.86-
2011	RE Taxes - 2011	2,000.00	2,000.00	981.94	7,826.35	7,826.35-	58.52-
2012	RE Taxes - 2012	5,000.00	5,000.00	1,378.48	12,000.00	12,000.00-	21,806.32-
2013	RE Taxes - 2013	12,000.00	12,000.00	1,518.52	33,806.32	33,806.32-	181.71-
2014	RE Taxes - 2014	80,000.00	80,000.00	7,511.92	101,218.99	101,218.99-	26.52-
2015	RE Taxes - 2015	4,570,000.00	4,531,101.00	46,957.96	4,473,285.06	57,815.94	1.27
	REAL PROPERTY TAXES	4,670,000.00	4,631,101.00	60,354.72	4,630,704.83	396.17	.00
11020	PUBLIC SERVICE CORP TAXES						
2014	PSC - 2014	.00	.00	.00	58.63	58.63-	100.00-
2015	PSC - 2015	563,000.00	644,138.00	.00	644,138.24	.24-	.00
	PUBLIC SERVICE CORP TAXES	563,000.00	644,138.00	.00	644,196.87	58.87-	.00
11030	PERSONAL PROPERTY TAXES						
2010	PP Taxes - 2010	.00	.00	.00	804.73	804.73-	100.00-
2011	PP Taxes - 2011	.00	.00	33.20	845.24	845.24-	100.00-
2012	PP Taxes - 2012	.00	.00	280.53	1,935.94	1,935.94-	100.00-
2013	PP Taxes - 2013	10,000.00	10,000.00	1,636.50	5,256.34	4,743.66	47.43
2014	PP Taxes - 2014	35,000.00	35,000.00	982.22	47,030.21	12,030.21-	34.37-
2015	PP Taxes - 2015	2,189,414.00	2,160,414.00	20,703.19	2,121,177.39	39,236.61	1.81
	PERSONAL PROPERTY TAXES	2,234,414.00	2,205,414.00	23,635.64	2,177,049.85	28,364.15	1.28
11031	MOBILE HOME TAXES						
2010	MH Taxes - 2010	.00	.00	.00	66.94	66.94-	100.00-
2011	MH Taxes - 2011	.00	.00	.00	160.12	160.12-	100.00-
2012	MH Taxes - 2012	.00	.00	.00	102.02	102.02-	100.00-
2013	MH Taxes - 2013	150.00	150.00	.00	223.19	73.19-	48.79-
2014	MH Taxes - 2014	2,000.00	2,000.00	74.74	797.53	1,202.47	60.12
2015	MH Taxes - 2015	15,850.00	15,850.00	272.39	18,303.25	2,453.25-	15.47-

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7/01/2015 - 6/30/2016

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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
	MOBILE HOME TAXES	18,000.00	18,000.00	347.13	19,653.05	1,653.05	9.18
	FIRE AND RESCUE TAXES	9,100.00	6,381.00	150.09	6,258.61	122.39	1.91
2015	FR Taxes - 2015	9,100.00	6,381.00	150.09	6,258.61	122.39	1.91
	FIRE AND RESCUE TAXES	.00	.00	.00	13,608.00	13,608.00	100.00
11040	MACHINERY AND TOOLS TAXES	.00	.00	.00	17,010.00	17,010.00	100.00
2013	MT Taxes - 2013	.00	.00	.00	13,608.00	13,608.00	100.00
2014	MT Taxes - 2014	.00	.00	.00	17,010.00	17,010.00	100.00
2015	MT Taxes - 2015	1,394,196.00	1,280,777.00	.00	1,148,352.94	132,424.06	10.33
	MACHINERY AND TOOLS TAXES	1,394,196.00	1,280,777.00	.00	1,178,970.94	101,806.06	7.94
	MERCHANTS CAPITAL TAXES	.00	.00	.00	27.45	27.45	100.00
2013	Merchants Cap. Taxes - 2013	.00	.00	.00	27.45	27.45	100.00
2014	Merchants Cap. Taxes - 2014	.00	.00	.00	6.61	6.61	100.00
2015	Merchants Cap. Taxes - 2015	123,080.00	80,089.00	105.84	80,084.94	4.06	.00
	MERCHANTS CAPITAL TAXES	123,080.00	80,089.00	105.84	80,050.88	38.12	.04
	PENALTIES, INTEREST & TREAS ADM FEES	84,000.00	94,000.00	9,067.05	85,277.04	8,722.96	9.27
11060	Penalties - All Property Taxes	35,000.00	35,000.00	4,194.89	23,689.88	11,310.12	32.31
0001	Interest - All Property Taxes	20,000.00	20,000.00	3,150.88	21,815.01	1,815.01	9.07
0002	DMV - Regist. Withholding Fee (DMVF)	32,000.00	32,000.00	8,629.42	48,251.50	16,251.50	50.78
0010	Treas. Administrative Fees (ADFF)	15,000.00	15,000.00	.00	7,008.84	7,991.16	53.27
0011	Judicial Land Sale Fees (JLSF)	186,000.00	196,000.00	25,042.24	186,042.27	9,957.73	5.08
0012	PENALTIES, INTEREST & TREAS ADM FEES	9,197,790.00	9,061,900.00	109,635.66	8,922,927.30	138,972.70	1.53
	OTHER LOCAL TAXES	886,800.00	1,026,800.00	82,773.46	1,027,131.91	331.91	.03
12000	LOCAL SALES USE AND TAXES	103,224.00	136,354.00	9,793.76	121,352.95	15,001.05	11.00
12010	Local Sales Use and Taxes (LSTX)	45,162.00	59,540.00	4,250.42	52,737.99	6,802.01	11.42
0001	Remittance to Towns - Waverly	7,225.00	9,496.00	671.30	8,347.41	1,148.59	12.09
0002	Remittance to Towns - Wakefield	8,774.00	11,549.00	870.29	10,189.31	1,359.69	11.77
0003	Remittance to Towns - Jarratt	45,000.00	45,000.00	4,664.48	53,015.82	8,015.82	17.81
0004	Remittance to Towns - Stony Creek	767,415.00	854,861.00	71,902.17	887,520.07	32,659.07	3.82
0005	Transit Occupancy Tax 2% (TOTX)	95,000.00	95,000.00	7,210.25	91,077.50	3,922.50	4.12
0010	LOCAL SALES USE AND TAXES	95,000.00	95,000.00	7,210.25	91,077.50	3,922.50	4.12
	CONSUMER UTILITY TAXES	100.00	100.00	.00	128.75	28.75	28.75
12020	Consumer Utility Taxes (CUTX)	38,000.00	38,000.00	2,121.22	37,797.51	202.49	.53
0001	Consumer Utility Taxes (CUTX)	100.00	100.00	.00	128.75	28.75	28.75
0002	Business Lic. Tax-Sanitation (BTXSAN)	140,000.00	25,000.00	1,948.61	25,240.11	240.11	.96
0003	Local Consumption Tax (LCTX)	140,000.00	25,000.00	1,948.61	25,240.11	240.11	.96
0004	Business Utility Lic. Tax (BTXUTL)	140,000.00	25,000.00	1,948.61	25,240.11	240.11	.96
	Business License Tax-BPOL (PL&Year)	140,000.00	25,000.00	1,948.61	25,240.11	240.11	.96

MAJOR ACCT# - D E T A I L -
 7/01/2015 - 6/30/2016

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
	BUSINESS LICENSE TAXES	178,100.00	63,100.00	4,069.83	90,025.75	26,925.75	42.67
	FRANCHISE LICENSE TAXES						
12040	MOTOR VEHICLE LICENSES	.00	.00	25.00	461.97	461.97	100.00
2011	Vehicle Reg. Lic. Tax - 2011	.00	.00	28.18	468.18	468.18	100.00
2012	Vehicle Reg. Lic. Tax - 2012	.00	.00	100.00	590.27	590.27	100.00
2013	Vehicle Reg. Lic. Tax - 2013	.00	.00	225.00	1,470.87	1,470.87	100.00
2014	Vehicle Reg. Lic. Tax - 2014	.00	.00	434.37	34,305.26	34,305.26	100.00
2015	Vehicle Reg. Lic. Tax - 2015	226,500.00	226,500.00	6,075.43	184,932.09	41,567.91	18.35
2016	Vehicle Reg. Lic. Tax - 2016	226,500.00	226,500.00	6,887.98	222,228.64	4,271.36	1.88
	BANK STOCK TAXES						
12060	Bank Stock Taxes (BKTX)	2,600.00	2,600.00	.00	3,557.42	957.42	36.82
0001	BANK STOCK TAXES	2,600.00	2,600.00	.00	3,557.42	957.42	36.82
12070	RECORDATION TAXES						
	OTHER LOCAL TAXES	1,269,615.00	1,242,061.00	90,070.23	1,294,409.38	52,348.38	4.21
	PERMITS, FEES AND LICENSES						
13000	ANIMAL LICENSES	.00	.00	50.00	689.00	689.00	100.00
13010	Dog Tags - 2015 (DT2015)	8,300.00	8,300.00	134.00	7,031.00	1,269.00	15.28
2015	Dog Tags - 2015 (DT2015)	8,300.00	8,300.00	84.00	7,720.00	580.00	6.98
2016	Dog Tags - 2016 (DT2016)						
	ANIMAL LICENSES						
13030	PERMITS AND OTHER LICENSES	325.00	325.00	32.40	411.97	86.97	26.76
0005	Transfer Fees (TFEE)	24,000.00	27,600.00	1,150.00	20,975.00	6,625.00	24.00
0007	Zoning & Subdivision Permits(ZONE)	40,000.00	40,000.00	3,568.09	57,803.65	17,803.65	44.50
0008	Building Permits (BLGP)	800.00	800.00	.00	1,294.00	494.00	61.75
0024	Erosion & Sedimnt Ctr Permt (EROS)	800.00	800.00	.00	234.35	565.65	70.70
0029	Build. Academy Fees Paid to DHCD	800.00	800.00	66.29	1,114.91	314.91	39.36
0030	Build. Permit Academy Fee (BLAF)	225,000.00	225,000.00	.00	206,250.00	18,750.00	8.33
0031	Quality Control Fees (QUAL)	4,800,000.00	4,650,000.00	400,136.78	4,461,599.53	188,400.47	4.05
0032	Landfill Tip. Fees GFS4.4011 (LFTP)	5,090,125.00	4,943,725.00	404,953.56	4,749,214.71	194,510.29	3.93
	PERMITS AND OTHER LICENSES	5,098,425.00	4,952,025.00	405,037.56	4,756,934.71	195,090.29	3.93
	FINES, FEES AND LICENSES						
14000	FINES AND FORFEITURES	794,100.00	794,100.00	74,700.56	714,942.76	79,157.24	9.96
14010	Court & Oth. Fines and Forf. (FTNE)	.00	.00	100.35	2,137.11	2,137.11	100.00
0001	Town Cost & Int. fr fines(TCOST)	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69
0002	FINES AND FORFEITURES	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69
	FINES AND FORFEITURES	794,100.00	794,100.00	74,800.91	717,079.87	77,020.13	9.69

7/01/2015 6/30/2016 -D E T A I L-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY						
0001	Interest on Investments	13,000.00	13,000.00	761.90	18,247.05	5,247.05-	40.36-
	REVENUE FROM USE OF MONEY	13,000.00	13,000.00	761.90	18,247.05	5,247.05-	40.36-
15020	REVENUE FROM USE OF PROPERTY						
0001	Rental of Property - General (RENT)	48,000.00	48,000.00	1,561.92	51,477.33	3,477.33-	7.24-
0002	Cleanup Deposit from Renter (CDEP)	.00	.00	.00	100.00-	100.00-	100.00-
0003	Jail Inmate Telephone Com. (JITC)	26,000.00	26,000.00	2,167.22	26,302.60	302.60-	1.16-
	REVENUE FROM USE OF PROPERTY	74,000.00	74,000.00	3,729.14	77,679.93	3,679.93-	4.97-
	REVENUE FROM USE OF MONEY/PROPERTY	87,000.00	87,000.00	4,491.04	95,926.98	8,926.98-	10.26-
16000	CHARGES FOR SERVICES						
16010	COURT COSTS						
0002	Courthouse Maintenance Fees (CHMF)	.00	27,500.00	2,166.18	25,136.51	2,363.49	8.59
0003	Sheriff's Fees (SHFE) \$665.08 MAX	665.00	665.00	.00	665.08	.01-	.01-
0004	Court Room Security Fees (CRSF)	180,000.00	160,000.00	11,622.12	134,220.77	25,779.23	16.11
0005	Jail Processing Assess Fee(JPAF)	2,600.00	2,600.00	192.16	2,486.43	113.57	4.36
0006	DNA Fees (DNAF)	150.00	150.00	.00	148.05	1.95	1.30
0008	Tax Levy Sale Fees (TISF)	.00	.00	.00	1,852.25-	1,852.25-	100.00-
0009	Pub Safety Envir Serv chg (PSES)	.00	.00	.00	344.47	344.47-	100.00-
	COURT COSTS	183,415.00	190,915.00	13,980.46	164,853.56	26,061.44	13.65
16020	COMMONWEALTH'S ATTORNEY FEES						
0001	Commonwealth's Atty Fees (CWFE)	1,650.00	1,650.00	114.62	1,794.74	144.74-	8.77-
	COMMONWEALTH'S ATTORNEY FEES	1,650.00	1,650.00	114.62	1,794.74	144.74-	8.77-
16050	CHARGES FOR CORRECTION/DETENTION						
0003	Medical Co-Pay - Jail (COPY)	3,800.00	3,800.00	725.75	3,753.16	46.84	1.23
	CHARGES FOR CORRECTION/DETENTION	3,800.00	3,800.00	725.75	3,753.16	46.84	1.23
16060	CHARGES FOR OTHER PROTECTION						
0001	Board, Adop & Fees/Animals (DPND)	1,500.00	1,500.00	45.00	3,284.00	1,784.00-	118.93-
	CHARGES FOR OTHER PROTECTION	1,500.00	1,500.00	45.00	3,284.00	1,784.00-	118.93-
16080	CHARGES FOR SANITATION/WASTE REMVL						
16160	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00	12,500.00	24,408.47	591.53	2.36
0003	IDA Fees & etc(IDAF)	25,000.00	25,000.00	12,500.00	24,408.47	591.53	2.36
	CHARGES FOR COMMUNITY DEVELOPMENT	25,000.00	25,000.00	12,500.00	24,408.47	591.53	2.36
16210	CHG FOR CREDIT & DEBIT CARD USE						
0001	Ser. Chg for credit card use	3,000.00	3,000.00	96.40	2,597.27	402.73	13.42
	CHG FOR CREDIT & DEBIT CARD USE	3,000.00	3,000.00	96.40	2,597.27	402.73	13.42
	CHARGES FOR SERVICES	218,365.00	225,865.00	27,462.23	200,691.20	25,173.80	11.14
18000	MISCELLANEOUS REVENUE						

- D E T A I L -

7/01/2015 - 6/30/2016

- D E T A I L -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
18030	EXPENDITURE REFUNDS						
0051	E/R - Health Department (ERHD)	8,000.00	59,744.47	.00	59,744.47	.00	.00
0052	E/R - Telephone Expense (ERTL)	.00	.00	.00	245.88	245.88	100.00-
0099	Exp. Ref - Other (EROH)	17,000.00	18,150.00	.00	10,106.51	8,043.49	44.31
	EXPENDITURE REFUNDS	25,000.00	77,894.47	.00	70,096.86	7,797.61	10.01
18990	MISCELLANEOUS						
0003	Gifts, Donat. & Disaster Rel	.00	.00	45,276.62-	.00	.00	.00
0005	Sale of Materials & Supplies (SLMT)	3,500.00	144,900.00	237.72	5,026.46	139,873.54	96.53
0006	Sale of Surplus Property (SURP)	500.00	70,200.00-	.00	70,700.00	140,900.00-	200.71
0007	Clothing Collect. Recycle(CIOTHR)	3,500.00	3,500.00	.00	154.00	3,346.00	95.60
0008	Contrib.- Wav. Tornado Rel.(GIFTWT)	.00	.00	46,416.62	46,416.62	46,416.62-	100.00-
0010	Insurance Adjustments (INAD)	.00	23,362.66	15,890.48	44,693.06	21,330.40-	91.30-
0020	Local Int fr Clerk (LICK)	5,500.00	5,500.00	73.26	1,048.46	4,451.54	80.93
0099	Miscellaneous (MISC) inc Rescue veh	6,000.00	6,000.00	225.08	3,312.99	2,687.01	44.78
	MISCELLANEOUS	19,000.00	113,062.66	17,566.54	171,351.59	58,288.93-	51.55-
	MISCELLANEOUS REVENUE	44,000.00	190,957.13	17,566.54	241,448.45	50,491.32-	26.44-
19000	RECOVERED COSTS						
0101	Reimb.int. WoodFuel DHCD Ln(WOODFI)	.00	.00	1,545.79	19,751.19	19,751.19-	100.00-
0102	Reimb.Prn. WoodFuel DHCD Ln(WOODFP)	93,428.00	93,428.00	6,240.70	73,686.69	19,741.31	21.12
	RECOVERED COSTS	93,428.00	93,428.00	7,786.49	93,437.88	9.88-	.01-
19020	RECOVERED COSTS - OTHER						
0001	Clerk of Circuit Court (RCCK)	1,000.00	1,000.00	.00	554.80	445.20	44.52
0002	Wakefield Sheriff Patrol (WKSH)	68,000.00	68,829.42	5,836.22	74,449.77	5,620.35-	8.16-
0003	Jail Clean Up (JCUP)	19,500.00	19,500.00	2,065.00	17,885.00	1,615.00	8.28
0004	Trash Collections Reimb. (TRASHC)	62,000.00	62,000.00	3,983.90	47,672.49	14,327.51	23.10
0006	Jurors and Witnesses (JJWT)	6,000.00	6,000.00	261.80	5,595.61	404.39	6.73
0008	Sch Res Officer Reim. by Sch (SROF)	.00	.00	12,393.74-	.00	.00	.00
0009	Rescue Vehicle Shared Cost Reimb	145,000.00	.00	.00	.00	.00	.00
0010	Wav. Rescue Shared Cost-Med.(WRSCM)	130,000.00	130,000.00	.00	130,000.00	.00	.00
0099	Recov. Costs Oth. Restitu.(RCOTH)	.00	1,688.66	.00	1,848.66	160.00-	9.47-
	RECOVERED COSTS - OTHER	431,500.00	289,018.08	246.82-	278,006.33	11,011.75	3.81
	RECOVERED COSTS	524,928.00	382,446.08	7,539.67	371,444.21	11,001.87	2.87
20000	REVENUE FROM THE COMMONWEALTH						
21000	PAYMENT IN LIEU OF TAXES						
0101	Service Charge (PILT)	18,020.00	46,241.00	.00	46,241.67	.67-	.00
	PAYMENT IN LIEU OF TAXES	18,020.00	46,241.00	.00	46,241.67	.67-	.00
	PAYMENT IN LIEU OF TAXES	18,020.00	46,241.00	.00	46,241.67	.67-	.00
22000	NON-CATEGORICAL AID - STATE						
22010	NON - CATEGORICAL AID	18,000.00	18,000.00	.00	12,667.55	5,332.45	29.62
0005	Mobile Home Titling Tax (MHTT)						

MAJOR ACCT# DESCRIPTION BUDGET AMOUNT 7/01/2015 - 6/30/2016 APPR. AMOUNT CURRENT AMOUNT Y-T-D AMOUNT BALANCE % REMAIN.

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	7/01/2015 - 6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
	NON - CATEGORICAL AID						
0006	Tax on Deeds (Clerk) (DEED)	65,000.00	65,000.00	4,303.01	81,040.34	16,040.34	24.67
0007	Recordation Taxes (State) (RCRS)	18,000.00	18,000.00	.00	20,558.10	2,558.10	14.21
0008	R.R. & MVC Rolling Stock Tax (ROIL)	92,180.00	92,180.00	.00	90,144.00	2,036.00	2.20
0009	Auto Rental Tax (ARNT)	.00	.00	.00	347.21	347.21	100.00
0010	Communication Tax (COMT)	180,000.00	180,000.00	13,980.07	170,588.10	9,411.90	5.22
0012	Timber Sold 25% For./Big W(TIMFOR)	40,000.00	100,568.00	.00	100,567.78	.22	.00
	NON - CATEGORICAL AID	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08	.45
22011	LOCAL FINES FROM DOA TO BE DISTRIB						
0011	Local Fines fr DOA for Dist.(LFINE)	1,104,244.00	1,104,244.00	.00	43,807.29	1,060,436.71	96.03
0012	Remit Local Fines Waverly (JE'S)	209,672.00	209,672.00	.00	5,860.87	203,811.13	97.20
0013	Remit Local Fines to Wak. (JE'S)	322.00	322.00	.00	.00	322.00	100.00
0014	Distrib. fr local fines (LFINET)	894,250.00	894,250.00	.00	37,946.42	856,303.58	95.75
	LOCAL FINES FROM DOA TO BE DISTRIB	.00	.00	.00	.00	.00	.00
	NON-CATEGORICAL AID - STATE	413,180.00	473,748.00	18,283.08	475,913.08	2,165.08	.45
23000	SHARED EXPENSES - CATEGORICAL						
23010	COMMONWEALTH'S ATTORNEY						
0001	Commonwealth's Attorney (SFCA)	240,172.00	240,172.00	15,445.10	239,536.99	635.01	.26
	COMMONWEALTH'S ATTORNEY	240,172.00	240,172.00	15,445.10	239,536.99	635.01	.26
23020	SHERIFF SHARED EXPENSE						
0001	Sheriff (SESH)	1,316,592.00	1,316,592.00	116,133.76	1,303,052.78	13,539.22	1.02
	SHERIFF SHARED EXPENSE	1,316,592.00	1,316,592.00	116,133.76	1,303,052.78	13,539.22	1.02
23030	COMMISSIONER OF REVENUE						
0001	Commissioner of Revenue (SECR)	74,425.00	74,425.00	5,638.28	74,290.24	134.76	.18
	COMMISSIONER OF REVENUE	74,425.00	74,425.00	5,638.28	74,290.24	134.76	.18
23040	TREASURER SHARED EXPENSE						
0001	Treasurer (SETR)	85,578.00	85,578.00	6,646.55	85,421.75	156.25	.18
	TREASURER SHARED EXPENSE	85,578.00	85,578.00	6,646.55	85,421.75	156.25	.18
23050	MEDICAL EXAMINER SHARED EXP						
23060	REGISTRAR/ELECTORAL BD SHARED EXP						
0001	Registrar/Elect. Bd & Elects (SEEB)	38,000.00	38,000.00	48,290.00	48,290.00	10,290.00	27.07
	REGISTRAR/ELECTORAL BD SHARED EXP	38,000.00	38,000.00	48,290.00	48,290.00	10,290.00	27.07
23070	CLERK OF COURT SHARED EXP						
0001	Clerk of Court (SECK)	189,603.00	189,603.00	23,594.54	204,943.12	15,340.12	8.09
	CLERK OF COURT SHARED EXP	189,603.00	189,603.00	23,594.54	204,943.12	15,340.12	8.09
23080	JAIL SHARED EXPENSE						
0001	Jail (SEJA)	128,000.00	128,000.00	27,960.00	107,052.00	20,948.00	16.36
	JAIL SHARED EXPENSE	128,000.00	128,000.00	27,960.00	107,052.00	20,948.00	16.36
	SHARED EXPENSES - CATEGORICAL	2,072,370.00	2,072,370.00	243,708.23	2,062,586.88	9,783.12	.47

MAJOR ACCT #	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	FNCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
BOARD OF SUPERVISORS								
999	EXPENDITURES - GENERAL FUND							
11100-111	EXPENDITURES - GENERAL FUND							
1111-110	Salaries and Wages - Regular	45,752.00	45,752.00	3,825.00	45,623.78	.00	128.22	.28
1116-110	Other Pay	2,400.00	2,400.00	100.00	1,500.00	.00	900.00	37.50
1121-110	Employer FICA Tax	3,500.00	3,500.00	300.26	3,604.92	.00	104.92	2.99
1124-110	Health Care Benefits	38,710.00	38,710.00	3,385.00	38,215.00	.00	495.00	1.27
1128-110	Worker's Comp - Self Insured	190.00	190.00	.00	40.61	.00	149.39	78.62
1201-110	Organization Membership	430.00	430.00	.00	450.00	.00	20.00	4.65
1203-110	Workshops and Conferences	2,000.00	3,300.00	.00	2,785.00	.00	515.00	15.60
1204-110	Lodging	2,500.00	4,600.00	.00	2,909.30	.00	1,690.70	36.75
1205-110	Meals	500.00	500.00	.00	.00	.00	500.00	100.00
1206-110	Transportation (exclude mileage)	500.00	500.00	.00	.00	.00	500.00	100.00
1207-110	Mileage-Training/Conferences	1,000.00	2,600.00	109.47	214.49	.00	2,385.51	91.75
1225-110	Management Consulting Services	12,000.00	12,000.00	.00	8,630.00	.00	3,370.00	28.08
1229-110	Other Professional Services	4,000.00	4,000.00	.00	5,720.97	.00	1,720.97	43.02
1231-110	Postage	800.00	800.00	66.00	247.85	.00	552.15	69.01
1232-110	Overnight Mail	150.00	150.00	.00	.00	.00	150.00	100.00
1233-110	Printing	250.00	250.00	.00	65.00	.00	185.00	74.00
1234-110	Telecommunications	2,000.00	2,000.00	189.77	2,418.42	.00	418.42	20.92
1235-110	Advertising	3,500.00	3,500.00	128.70	1,855.92	.00	1,644.08	46.97
1241-110	Office Supplies	1,000.00	1,000.00	.00	424.44	.00	575.56	57.55
1264-110	Gasoline/Mileage-Non Training/Conf.	500.00	500.00	.00	997.46	.00	497.46	99.49
1294-110	Surety Insurance	550.00	550.00	.00	.00	.00	550.00	100.00
1295-110	Insurance Services (Non Vehicle)	1,950.00	1,950.00	.00	2,185.58	.00	235.58	12.08
1299-110	Miscellaneous Others	1,000.00	1,000.00	.00	80.98	.00	919.02	91.90
	--SUB TOTAL--	125,182.00	130,182.00	8,104.20	117,969.72	.00	12,212.28	9.38
	EXPENDITURES - GENERAL FUND	125,182.00	130,182.00	8,104.20	117,969.72	.00	12,212.28	9.38
ADMINISTRATOR								
21100-211	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	396,127.00	376,127.00	29,443.36	358,414.83	.00	17,712.17	4.70
1116-210	Other Pay	1,200.00	1,200.00	100.00	3,405.29	.00	2,205.29	183.77
1118-210	Salaries and Wages - Part-time	22,413.00	22,413.00	.00	1,487.50	.00	20,925.50	93.36
1121-210	Employer FICA Tax	32,019.00	32,019.00	2,141.60	26,332.50	.00	5,686.50	17.75
1123-210	VRS Contributions	42,306.00	42,306.00	3,144.56	38,227.94	.00	4,078.06	9.63
1124-210	Health Care Benefits	54,180.00	54,180.00	4,739.00	56,339.00	.00	2,159.00	3.98
1125-210	Group Life Insurance	4,714.00	4,714.00	350.36	4,259.30	.00	454.70	9.64
1126-210	Short & Long Term Disability Ins.	184.00	184.00	15.38	183.96	.00	.04	.02
1128-210	Worker's Comp - Self Insured	620.00	620.00	.00	299.92	.00	320.08	51.62
1201-210	Organization Membership	1,000.00	1,000.00	2,996.00	4,016.00	.00	3,016.00	301.60
1202-210	Publ., Subsc., Books, Ref. Mat'l	3,000.00	3,000.00	.00	781.06	.00	218.94	21.89
1203-210	Workshops and Conferences	2,200.00	2,200.00	.00	1,975.00	.00	1,025.00	34.16
1204-210	Lodging	800.00	800.00	.00	1,956.93	.00	243.07	11.04
1205-210	Meals	300.00	300.00	.00	314.25	.00	485.75	60.71
1206-210	Transportation (exclude mileage)	500.00	500.00	.00	1,550.40	.00	1,250.40	416.80
1207-210	Mileage-Training/Conferences	16,100.00	16,100.00	.00	.00	.00	500.00	100.00
1222-210	Auditing Services	16,100.00	16,100.00	.00	16,100.00	.00	.00	.00

MAJOR ACCT #	DESCRIPTION	BUDGET	APPR.	CURRENT	Y-T-D	ENCUMBRANCE	UNENCUMBERED	REMAIN.
		7/01/2015	6/30/2016	AMOUNT	AMOUNT	AMOUNT	BALANCE	
	EXPENDITURES - GENERAL FUND							
1225-210	Management Consulting Services	3,500.00	23,500.00	7,985.00	22,292.50	.00	1,207.50	5.13
1229-210	Other Professional Services	.00	.00	.00	150.00	.00	150.00	100.00
1231-210	Postage	3,250.00	3,250.00	.00	1,928.73	.00	1,321.27	40.65
1232-210	Overnight Mail	150.00	150.00	.00	65.47	.00	84.53	56.35
1233-210	Printing	1,000.00	1,000.00	.00	218.92	.00	781.08	78.10
1234-210	Telecommunications	8,000.00	8,000.00	1,123.06	9,793.30	.00	1,793.30	22.41
1235-210	Advertising	2,000.00	2,000.00	447.18	3,457.58	.00	1,457.58	72.87
1241-210	Office Supplies	10,000.00	10,000.00	469.78	8,417.96	.00	1,582.04	15.82
1251-210	Computer & Printer Purchase	.00	.00	.00	2,754.01	.00	2,754.01	100.00
1252-210	Equipment Lease/Rental	17,800.00	17,800.00	1,304.00	17,636.53	.00	163.47	.91
1255-210	Maintenance Service Contract	2,500.00	2,500.00	2,500.00	4,420.00	.00	1,920.00	76.80
1257-210	Furniture	.00	.00	.00	525.99	.00	525.99	100.00
1258-210	Computer Software/Applications	.00	.00	.00	187.54	.00	187.54	100.00
1262-210	Insurance	1,800.00	1,800.00	.00	2,200.90	.00	400.90	22.27
1264-210	Gasoline/Mileage-Non Training/Conf.	4,000.00	4,000.00	160.91	1,688.96	.00	2,311.04	57.77
1265-210	Vehicle Maintenance & Repairs	1,000.00	2,159.59	150.00	1,468.46	.00	691.13	32.00
1277-210	Water Services	200.00	200.00	137.71	868.10	.00	668.10	334.05
1292-210	Bank/Credit Card Fees	.00	.00	73.32	275.27	.00	275.27	100.00
1295-210	Insurance Services (Non Vehicle)	2,500.00	2,500.00	.00	2,549.85	.00	49.85	1.99
1299-210	Miscellaneous Others	1,500.00	1,500.00	.00	3,070.22	.00	3,070.22	100.00
2120-210-200	County Sponsored events	1,500.00	1,500.00	.00	.00	.00	1,500.00	100.00
	---SUB TOTAL---	637,863.00	639,022.59	57,231.22	599,614.17	.00	39,408.42	6.16
	637,863.00	639,022.59	57,231.22	57,231.22	599,614.17	.00	39,408.42	6.16
	EXPENDITURES - GENERAL FUND							
21200-221	BUILDING & GROUNDS							
1111-210	Salaries and Wages - Regular	191,172.00	191,172.00	15,228.06	173,125.63	.00	18,046.37	9.43
1116-210	Other Pay	.00	.00	50.00	5,406.84	.00	5,406.84	100.00
1121-210	Employer FTCA Tax	14,624.00	14,624.00	1,162.66	13,579.32	.00	1,046.68	7.14
1123-210	VRS Contributions	20,417.00	20,417.00	1,626.36	18,521.66	.00	1,895.34	9.28
1124-210	Health Care Benefits	46,440.00	46,440.00	4,062.00	43,407.00	.00	3,033.00	6.53
1125-210	Group Life Insurance	2,275.00	2,275.00	181.22	2,063.84	.00	211.16	9.28
1126-210	Short & Long Term Disability Ins.	.00	.00	26.64	166.74	.00	166.74	100.00
1128-210	Worker's Comp - Self Insured	4,300.00	4,300.00	.00	3,476.83	.00	823.17	19.14
1201-210	Organization Membership	15.00	15.00	.00	65.00	.00	50.00	333.33
1215-210	Inmate Pay for Cleanup B&G Maint.	500.00	500.00	.00	7.20	.00	492.80	98.56
1229-210	Other Prof. Ser. & Carpet Cleaning	1,000.00	1,000.00	.00	.00	.00	1,000.00	100.00
1234-210	Telecommunications	3,000.00	3,000.00	672.63	2,617.05	.00	382.95	12.76
1241-210	Office Supplies	450.00	450.00	.00	158.00	.00	292.00	64.88
1244-210	Uniform Services	6,000.00	6,000.00	90.00	2,291.71	.00	3,708.29	61.80
1247-210	Janitorial Supplies	13,000.00	13,000.00	1,291.23	10,658.00	.00	2,342.00	18.01
1253-210	Equipment Lease/Purchase	2,500.00	2,500.00	8.28	730.68	.00	1,769.32	70.77
1254-210	Equipment Maintenance	2,800.00	2,800.00	.00	1,008.49	.00	1,791.51	63.98
1262-210	Insurance	4,400.00	4,400.00	.00	2,751.13	.00	1,648.87	37.47
1263-210	Registrations/Inspections	200.00	200.00	.00	33.00	.00	167.00	83.50
1264-210	Gasoline/Mileage-Non Training/Conf.	13,000.00	13,000.00	542.63	5,055.09	.00	7,944.91	61.11
1265-210	Vehicle Maintenance & Repairs	7,000.00	8,688.66	820.12	6,877.56	.00	1,811.10	20.84
1272-210	Building Maintenance & Repairs	19,000.00	19,000.00	1,124.59	13,865.75	.00	5,134.25	27.02

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7/01/2015 - 6/30/2016

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1273-210	Building Systems Main & Repairs	45,000.00	45,000.00	2,665.39	56,278.48	.00	11,278.48	25.06
1274-210	Grounds Maintenance & Repairs	8,000.00	8,000.00	1,824.91	6,515.40	.00	1,484.60	18.55
1275-210	Maintenance Equipment Repairs	2,600.00	2,600.00	463.49	2,199.93	.00	400.07	15.38
1276-210	Electric	95,000.00	95,000.00	5,949.59	84,803.42	.00	10,196.58	10.73
1277-210	Water Services	2,080.00	2,080.00	257.34	2,215.40	.00	135.40	6.50
1278-210	Oil	7,500.00	7,500.00	.00	4,183.32	.00	3,316.68	44.22
1279-210	Propane Gas	25,000.00	25,000.00	2,496.66	25,614.65	.00	614.65	2.45
1295-210	Insurance Services (Non Vehicle)	25,000.00	25,000.00	.00	20,327.58	.00	4,672.42	18.68
1299-210	Miscellaneous Oth./First Aid Sup.	800.00	800.00	.00	260.70	.00	539.30	67.41
	--SUB TOTAL--	563,073.00	564,761.66	40,543.80	508,265.40	.00	56,496.26	10.00
	HOUSING	563,073.00	564,761.66	40,543.80	508,265.40	.00	56,496.26	10.00
21300-231	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	105,152.00	105,152.00	6,665.84	100,937.02	.00	4,214.98	4.00
1121-210	Employer FICA Tax	8,044.00	8,044.00	466.98	7,231.67	.00	812.33	10.09
1123-210	VRS Contributions	11,230.00	11,230.00	711.92	10,780.26	.00	449.74	4.00
1124-210	Health Care Benefits	23,220.00	23,220.00	1,354.00	22,639.00	.00	581.00	2.50
1125-210	Group Life Insurance	1,250.00	1,250.00	79.32	1,201.04	.00	48.96	3.91
1128-210	Worker's Comp - Self Insured	2,750.00	2,750.00	.00	2,235.99	.00	514.01	18.69
1201-210	Organization Membership	150.00	150.00	.00	150.00	.00	.00	.00
1202-210	Publ., Subsc., Books, Ref. Mat'l	150.00	150.00	.00	34.00	.00	116.00	77.33
1203-210	Workshops and Conferences	1,200.00	1,200.00	.00	505.00	.00	695.00	57.91
1204-210	Lodging	900.00	900.00	.00	385.10	.00	514.90	57.21
1205-210	Meals	700.00	700.00	.00	220.00	.00	480.00	68.57
1206-210	Transportation (exclude mileage)	200.00	200.00	.00	.00	.00	200.00	100.00
1207-210	Mileage-Training/Conferences	250.00	250.00	.00	70.22	.00	179.78	71.91
1217-210	Commission/Board Compensation	1,000.00	1,000.00	.00	50.00	.00	1,050.00	105.00
1231-210	Postage	1,500.00	1,500.00	.00	1,431.03	.00	68.97	4.59
1233-210	Printing	700.00	700.00	.00	705.40	.00	5.40	.77
1234-210	Telecommunications	9,200.00	9,200.00	1,595.92	8,181.69	.00	1,018.31	11.06
1235-210	Advertising	1,200.00	1,200.00	.00	321.60	.00	878.40	73.20
1241-210	Office Supplies	1,700.00	1,700.00	.00	1,009.40	.00	690.60	40.62
1252-210	Equipment Lease/Rental	4,000.00	4,000.00	644.07	5,137.74	.00	1,137.74	28.44
1258-210	Computer Software/Applications	250.00	250.00	.00	.00	.00	250.00	100.00
1262-210	Insurance	1,600.00	1,600.00	.00	1,100.45	.00	499.55	31.22
1264-210	Gasoline/Mileage-Non Training/Conf.	1,700.00	1,700.00	59.25	800.73	.00	899.27	52.89
1265-210	Vehicle Maintenance & Repairs	1,000.00	1,000.00	.00	57.56	.00	942.44	94.24
1295-210	Insurance Services (Non Vehicle)	1,000.00	1,000.00	.00	1,260.49	.00	260.49	26.04
1299-210	Miscellaneous	.00	.00	.00	81.13	.00	81.13	100.00
9003-210	CDRG Planning Grant-Pocahontas	.00	34,000.00	731.56	4,881.33	.00	29,118.67	85.64
	--SUB TOTAL--	180,046.00	214,046.00	12,308.86	171,307.85	.00	42,738.15	19.96
21400-000	EXPENDITURES - GENERAL FUND							
	--SUB TOTAL--	180,046.00	214,046.00	12,308.86	171,307.85	.00	42,738.15	19.96
21400-241	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	103,169.00	103,169.00	8,625.32	103,165.56	.00	3.44	.00
	--SUB TOTAL--	103,169.00	103,169.00	8,625.32	103,165.56	.00	3.44	.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-D E T A I L- ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1121-210	Employer FICA Tax	7,890.00	7,890.00	658.06	7,870.76	.00	19.24	.24
1123-210	VRS Contributions	11,018.00	11,018.00	921.18	11,018.00	.00	.04	.00
1124-210	Health Care Benefits	15,480.00	15,480.00	1,354.00	15,544.00	.00	64.00	.41
1125-210	Group Life Insurance	1,228.00	1,228.00	102.64	1,227.68	.00	.32	.02
1128-210	Worker's Comp - Self Insured	1,400.00	1,400.00	.00	1,527.02	.00	127.02	9.07
1201-210	Organization Membership	850.00	850.00	.00	346.00	.00	504.00	59.29
1202-210	Public., Subsc./ Books, Ref. Mat'l	300.00	300.00	.00	115.00	.00	185.00	61.66
1203-210	Workshops and Conferences	1,200.00	1,200.00	525.00	915.00	.00	285.00	23.75
1204-210	Lodging	750.00	750.00	713.24	713.24	.00	36.76	4.90
1205-210	Meals	550.00	550.00	.00	276.45	.00	273.55	49.73
1206-210	Transportation (exclude mileage)	150.00	150.00	.00	.00	.00	150.00	100.00
1207-210	Mileage-Training/Conferences	350.00	350.00	.00	.00	.00	350.00	100.00
1217-210	Commission/Board Compensation	9,000.00	9,000.00	700.00	6,350.00	.00	2,650.00	29.44
1225-210	Management Consulting Services	7,500.00	60,852.00	63.00	4,302.00	.00	56,550.00	92.93
1229-210	Other Professional Services	.00	.00	.00	1,400.00	.00	1,400.00	100.00
1231-210	Postage	1,000.00	1,000.00	.00	650.29	.00	349.71	34.97
1232-210	Overnight Postage	.00	.00	47.71	47.71	.00	47.71	100.00
1233-210	Printing	700.00	700.00	.00	399.00	.00	301.00	43.00
1234-210	Telecommunications	3,500.00	3,500.00	481.41	5,135.08	.00	1,635.08	46.71
1235-210	Advertising	1,600.00	1,600.00	300.30	3,405.45	.00	1,805.45	112.84
1241-210	Office Supplies	1,500.00	1,500.00	282.53	1,680.88	.00	180.88	12.05
1244-210	Uniform Services	250.00	250.00	.00	.00	.00	250.00	100.00
1252-210	Equipment Lease/Rental	3,500.00	3,500.00	358.91	3,873.05	.00	373.05	10.65
1258-210	Computer Software/Applications	200.00	200.00	.00	.00	.00	200.00	100.00
1262-210	Insurance	644.00	644.00	.00	550.23	.00	93.77	14.56
1264-210	Gasoline/Mileage-Non Training/Conf.	1,500.00	1,500.00	20.27	627.86	.00	872.14	58.14
1265-210	Vehicle Maintenance & Repairs	750.00	750.00	.00	779.95	.00	29.95	3.99
1295-210	Insurance Services (Non Vehicle)	600.00	600.00	.00	728.53	.00	128.53	21.42
	--SUB TOTAL--	176,579.00	229,931.00	15,153.57	172,648.78	.00	57,282.22	24.91
	BUILDING INSPECTIONS							
21400-242	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	146,671.00	146,671.00	11,968.72	143,370.46	.00	3,300.54	2.25
1116-210	Other Pay	.00	.00	100.00	2,858.39	.00	2,858.39	100.00
1121-210	Employer FICA Tax	11,220.00	11,220.00	836.64	10,196.45	.00	1,023.55	9.12
1123-210	VRS Contributions	15,664.00	15,664.00	1,278.26	15,311.94	.00	352.06	2.24
1124-210	Health Care Benefits	23,220.00	23,220.00	2,031.00	22,026.00	.00	1,194.00	5.14
1125-210	Group Life Insurance	1,745.00	1,745.00	142.42	1,706.06	.00	38.94	2.23
1128-210	Worker's Comp - Self Insured	3,330.00	3,330.00	.00	3,110.66	.00	219.34	6.58
1201-210	Organization Membership	300.00	300.00	.00	468.00	.00	168.00	56.00
1202-210	Public., Subsc., Books, Ref. Mat'l	1,500.00	1,500.00	.00	.00	.00	1,500.00	100.00
1203-210	Workshops and Conferences	1,500.00	1,500.00	.00	245.42	.00	1,254.58	83.63
1204-210	Lodging	1,000.00	1,000.00	120.00	120.00	.00	880.00	88.00
1205-210	Meals	750.00	750.00	15.00	183.52	.00	566.48	75.53
1206-210	Transportation (exclude mileage)	500.00	500.00	.00	.00	.00	500.00	100.00
1207-210	Mileage-Training/Conferences	150.00	150.00	47.17	261.22	.00	111.22	74.14
1231-210	Postage	700.00	700.00	.00	630.50	.00	69.50	9.92
1233-210	Printing	500.00	500.00	.00	12.45	.00	487.55	97.51
1234-210	Telecommunications	4,517.00	4,517.00	460.51	4,023.20	.00	493.80	10.93

MAJOR ACCT#	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1235-210	Advertising	500.00	500.00	.00	800.35	.00	300.35	60.07
1241-210	Office Supplies	2,100.00	2,100.00	.00	1,652.28	.00	447.72	21.32
1244-210	Uniform Services	610.00	610.00	.00	1,119.90	.00	509.90	83.59
1252-210	Equipment Lease/Rental	2,700.00	2,700.00	358.91	3,873.09	.00	1,173.09	43.44
1255-210	Maintenance Service Contract	1,300.00	1,300.00	.00	1,300.00	.00	.00	.00
1258-210	Computer Software/Applications	.00	.00	.00	187.54	.00	187.54	100.00
1262-210	Insurance	1,700.00	1,700.00	.00	1,100.45	.00	599.55	35.26
1264-210	Gasoline/Mileage-Non Training/Conf.	.00	.00	182.44	1,808.69	.00	1,808.69	100.00
1265-210	Vehicle Maintenance & Repairs	1,000.00	1,000.00	180.00	576.41	.00	423.59	42.35
1295-210	Insurance Services (Non Vehicle)	1,500.00	1,500.00	.00	1,457.06	.00	42.94	2.86
	--SUB TOTAL--	224,677.00	224,677.00	17,721.07	218,400.04	.00	6,276.96	2.79
21400--243	ZONING							
1111-210	EXPENDITURES - GENERAL FUND	750.00	750.00	.00	.00	.00	750.00	100.00
1203-210	Salaries and Wages - Regular	300.00	300.00	.00	.00	.00	300.00	100.00
1204-210	Workshops and Conferences	300.00	300.00	.00	.00	.00	300.00	100.00
1206-210	Lodging	250.00	250.00	.00	.00	.00	250.00	100.00
1207-210	Transportation (exclude mileage)	100.00	100.00	.00	.00	.00	100.00	100.00
1217-210	Mileage-Training/Conferences	.00	.00	.00	100.00	.00	100.00	100.00
1231-210	Commission/Board Compensation	100.00	100.00	.00	.00	.00	100.00	100.00
1235-210	Postage	600.00	600.00	.00	.00	.00	600.00	100.00
1241-210	Advertising	500.00	500.00	.00	270.44	.00	229.56	45.91
	Office Supplies	2,900.00	2,900.00	.00	370.44	.00	2,529.56	87.22
	--SUB TOTAL--	404,156.00	404,156.00	32,874.64	391,419.26	.00	66,088.74	14.44
21500--000	EXPENDITURES - GENERAL FUND							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
21500--251	PUBLIC SAFETY							
1254-210	EXPENDITURES - GENERAL FUND	8,000.00	10,107.70	.00	18,964.45	.00	8,856.75	87.62
1256-210	Equipment Maintenance	4,000.00	4,000.00	504.84	3,794.82	.00	205.18	5.12
1262-210	Communication Equipment	21,235.00	21,235.00	.00	20,229.57	.00	1,005.43	4.73
1265-210	Insurance	35,000.00	35,000.00	.00	37,389.68	.00	2,389.68	6.82
1279-210	Vehicle Maintenance & Repairs	1,500.00	1,500.00	94.43	1,854.15	.00	354.15	23.61
1295-210	Propane Gas & Electric	23,100.00	23,100.00	22,376.00	22,376.00	.00	724.00	3.13
2110-210-500	Insurance Services (Non Vehicle)	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
2110-210-501	Courthouse Vol Fire Dept	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
2110-210-502	Wakefield Vol Fire Dept	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
2110-210-503	Stony Creek Vol Fire Dept	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
2110-210-504	Jarratt Vol Fire Dept	6,000.00	6,000.00	6,000.00	6,000.00	.00	.00	.00
2110-210-505	State Fireman's Fund	26,468.00	26,468.00	.00	.00	.00	26,468.00	100.00
2110-210-506	Old Hickory Vol Fire Dept	1,800.00	1,800.00	.00	1,800.00	.00	1,800.00	100.00
	Waverly Vol Fire Dept	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
	--SUB TOTAL--	151,103.00	153,210.70	28,975.27	134,608.67	.00	18,602.03	12.14
21500--252	AMBULANCE & RESCUE							
1254-210	EXPENDITURES - GENERAL FUND	4,000.00	4,000.00	.00	.00	.00	4,000.00	100.00
1256-210	Equipment Maintenance	3,500.00	3,500.00	.00	161.10	.00	3,338.90	95.39
1262-210	Communication Equipment	8,492.00	8,492.00	.00	7,344.93	.00	1,147.07	13.50
1265-210	Insurance	9,000.00	9,000.00	.00	11,827.83	.00	2,827.83	31.42
1295-210	Vehicle Maintenance & Repairs	9,325.00	9,325.00	8,952.00	8,952.00	.00	373.00	4.00
	Insurance Services (Non Vehicle)							

GENERAL FUND - DETAIL EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
2110-210-520	EXPENDITURES - GENERAL FUND							
2110-210-521	Stony Creek Vol Rescue Squad	6,000.00	6,000.00	.00	.00	.00	6,000.00	100.00
2110-210-522	Waverly Vol Rescue Squad	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
2110-210-523	Four for Life - Emg. Med Services	9,816.00	9,816.00	.00	.00	.00	9,816.00	100.00
2110-210-524	Chesterfield Co. - Med. Flight Prg	1,600.00	1,600.00	.00	1,600.00	.00	.00	.00
	Emergency Med. SVC - Pd EMT.	694,000.00	694,000.00	29,760.00	661,565.00	.00	32,435.00	4.67
	--SUB TOTAL--	751,733.00	751,733.00	38,712.00	697,450.86	.00	54,282.14	7.22
21500-253	EMERGENCY SERVICES							
1111-210	Salaries and Wages - Regular	62,760.00	62,760.00	5,246.88	62,756.80	.00	3.20	.00
1115-210	Emergency Operation Pay #41.5	.00	.00	.00	4,943.48	.00	4,943.48	100.00
1121-210	Employer FICA Tax	4,801.00	4,801.00	403.90	5,188.93	.00	387.93	8.08
1123-210	VRS Contributions	6,702.00	6,702.00	560.36	6,702.36	.00	.36	.00
1124-210	Health Care Benefits	7,740.00	7,740.00	677.00	7,772.00	.00	32.00	.41
1125-210	Group Life Insurance	747.00	747.00	62.44	746.84	.00	.16	.02
1126-210	(LEOS) Line of Duty & Disability Ins	25,200.00	25,200.00	.00	25,930.00	.00	730.00	2.89
1128-210	Worker's Comp - Self Insured	1,200.00	1,200.00	.00	1,331.12	.00	131.12	10.92
1201-210	Organization Membership	175.00	175.00	20.00	20.00	.00	155.00	88.57
1202-210	Publ., Subsc., Books, Ref. Mat'l	500.00	500.00	.00	.00	.00	500.00	100.00
1203-210	Workshops and Conferences	1,800.00	1,800.00	.00	.00	.00	1,800.00	100.00
1204-210	Lodging	1,500.00	1,500.00	.00	80.00	.00	1,420.00	94.66
1205-210	Meals	600.00	600.00	.00	48.81	.00	551.19	91.86
1219-210	Other Fees/Compensation	150.00	150.00	.00	8.00	.00	142.00	94.66
1231-210	Postage	.00	.00	.00	20.82	.00	20.82	100.00
1232-210	Overnight Mail	.00	.00	.00	23.24	.00	23.24	100.00
1234-210	Telecommunications	5,000.00	5,000.00	549.98	5,060.92	.00	60.92	1.21
1235-210	Advertising	500.00	500.00	.00	.00	.00	500.00	100.00
1241-210	Office Supplies	1,000.00	1,000.00	259.99	568.40	.00	431.60	43.16
1244-210	Uniform Services	1,000.00	1,000.00	37.00	789.60	.00	210.40	21.04
1248-210	Civil Defense/Disaster Supplies	1,000.00	1,000.00	.00	547.52	.00	452.48	45.24
1251-210	Computer & Printer Purchase	.00	2,500.00	.00	1,051.11	.00	1,448.89	57.95
1252-210	Equipment Lease/Rental	2,500.00	2,500.00	.00	.00	.00	.00	.00
1254-210	Equipment Maintenance	55,000.00	55,000.00	2,339.67	51,618.23	.00	3,381.77	6.14
1255-210	Maintenance Service Contract	.00	.00	.00	5,960.04	.00	5,960.04	100.00
1256-210	Communication Equipment	16,000.00	16,000.00	.00	16,478.12	.00	478.12	2.98
1258-210	Computer Software/Applications	300.00	300.00	.00	.00	.00	300.00	100.00
1262-210	Insurance	400.00	400.00	.00	510.50	.00	110.50	27.62
1263-210	Registration/Inspections	100.00	100.00	.00	.00	.00	100.00	100.00
1264-210	Gasoline/Mileage-Non Training/Conf.	2,200.00	2,200.00	84.20	1,066.63	.00	1,133.37	51.51
1265-210	Vehicle Maintenance & Repairs	1,200.00	1,200.00	19.99	1,662.07	.00	462.07	38.50
1295-210	Insurance Services (Non Vehicle)	600.00	600.00	.00	364.26	.00	235.74	39.29
	--SUB TOTAL--	200,675.00	200,675.00	10,261.41	201,249.80	.00	574.80	.28
21500-254	EXPENDITURES - GENERAL FUND							
1233-210	Printing	.00	.00	183.41	183.41	.00	183.41	100.00
	--SUB TOTAL--	.00	.00	183.41	183.41	.00	183.41	100.00
21500-255	EXPENDITURES - GENERAL FUND							
2110-210	Forest Fire Extinction	24,000.00	24,000.00	.00	23,836.95	.00	163.05	.67
	--SUB TOTAL--	24,000.00	24,000.00	.00	23,836.95	.00	163.05	.67
	EXPENDITURES - GENERAL FUND	1,127,511.00	1,129,618.70	78,132.09	1,057,329.69	.00	72,289.01	6.39

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
21600-000	EXPENDITURES - GENERAL FUND							
	--SUB TOTAL--	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21600-261	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	69,656.00	69,656.00	5,868.18	70,186.04	0.00	532.04	0.76
1118-210	Salaries and Wages - Part-time	50,000.00	50,000.00	4,445.50	50,424.27	0.00	424.27	0.84
1121-210	Employer FICA Tax	9,153.00	9,153.00	779.01	9,107.26	0.00	45.74	0.49
1123-210	VRS Contributions	7,439.00	7,439.00	626.72	7,496.08	0.00	57.08	0.76
1124-210	Health Care Benefits	15,480.00	15,480.00	677.00	7,772.00	0.00	7,708.00	49.79
1125-210	Group Life Insurance	828.00	828.00	69.82	835.12	0.00	7.12	0.85
1128-210	Worker's Comp - Self Insured	1,836.00	1,836.00	0.00	1,561.77	0.00	274.73	14.96
1201-210	Organization Membership	250.00	250.00	0.00	45.00	0.00	205.00	82.00
1202-210	Publ., Subsc, Books, Ref. Mat'l	400.00	400.00	0.00	53.50	0.00	346.50	86.62
1203-210	Workshops and Conferences	600.00	600.00	210.00	210.00	0.00	390.00	65.00
1204-210	Lodging	600.00	600.00	0.00	0.00	0.00	600.00	100.00
1205-210	Meals	300.00	300.00	0.00	22.38	0.00	277.62	92.54
1215-210	Inmate Pay	200.00	200.00	0.00	0.00	0.00	200.00	100.00
1227-210	Medical Services	20,000.00	20,000.00	607.30	8,792.19	0.00	11,207.81	56.03
1231-210	Postage	50.00	50.00	0.00	0.48	0.00	49.52	99.04
1234-210	Telecommunications	5,500.00	5,500.00	584.79	5,057.22	0.00	442.78	8.05
1235-210	Advertising	1,500.00	1,500.00	0.00	467.00	0.00	1,033.00	68.86
1241-210	Office Supplies	2,500.00	2,500.00	930.20	2,916.92	0.00	416.92	16.67
1242-210	Agricultural Supplies	8,750.00	8,750.00	193.50	3,798.15	0.00	4,951.85	56.59
1244-210	Uniform Services	3,000.00	3,000.00	0.00	3,733.44	0.00	733.44	24.44
1245-210	Law Enforcement Supplies	2,000.00	2,000.00	0.00	2,552.28	0.00	552.28	27.61
1247-210	Janitorial Supplies	9,500.00	9,500.00	484.15	5,287.80	0.00	4,212.20	44.33
1251-210	Computer & Printer Purchase	0.00	0.00	0.00	737.97	0.00	737.97	100.00
1254-210	Equipment Maintenance	1,000.00	1,000.00	0.00	58.35	0.00	941.65	94.16
1259-210	Other Equipment Purchases	3,000.00	3,000.00	1,708.99	6,502.68	0.00	3,502.68	116.75
1262-210	Insurance	1,330.00	1,330.00	0.00	1,650.68	0.00	320.68	24.11
1264-210	Gasoline/Mileage-Non Training/Conf.	10,000.00	10,000.00	271.31	5,228.57	0.00	4,771.43	47.71
1265-210	Vehicle Maintenance & Repairs	5,000.00	5,000.00	327.42	8,151.33	0.00	3,151.33	63.02
1272-210	Building Maintenance & Repairs	5,000.00	5,000.00	0.00	5,089.64	0.00	89.64	1.79
1274-210	Grounds Maintenance & Repairs	3,000.00	3,000.00	0.00	1,479.46	0.00	1,520.54	50.68
1295-210	Insurance Services (Non Vehicle)	2,700.00	2,700.00	0.00	1,653.62	0.00	1,046.38	38.75
	--SUB TOTAL--	240,572.00	240,572.00	17,783.89	210,872.70	0.00	29,699.30	12.34
21600-262	EXPENDITURES - GENERAL FUND							
1111-210	Salaries and Wages - Regular	130,992.00	130,992.00	10,842.40	76,894.39	0.00	54,097.61	41.29
1118-210	SALARY & WAGES - PART TIME	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	100.00
1121-210	Employer FICA Tax	10,785.00	10,785.00	830.58	5,890.82	0.00	4,894.18	45.37
1123-210	VRS Contributions	13,990.00	13,990.00	1,157.96	8,247.40	0.00	5,742.60	41.04
1124-210	Health Care Benefits	30,960.00	30,960.00	2,031.00	17,511.00	0.00	13,449.00	43.43
1125-210	Group Life Insurance	1,532.00	1,532.00	129.02	918.88	0.00	613.12	40.02
1126-210	Short & Long Term Disability Ins.	1,546.00	1,546.00	0.00	0.00	0.00	1,546.00	100.00
1128-210	Worker's Comp - Self Insured	9,000.00	9,000.00	0.00	6,682.03	0.00	2,317.97	25.75
1203-210	Workshops and Conferences	300.00	300.00	0.00	1,190.00	0.00	890.00	296.66
1204-210	Lodging	0.00	0.00	0.00	716.74	0.00	716.74	100.00
1205-210	Meals	150.00	150.00	108.02	108.02	0.00	41.98	27.98
1207-210	Mileage-Training/Conferences	0.00	0.00	235.69	235.69	0.00	235.69	100.00

- D E T A I L -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1234-210	Telecommunications	1,490.00	1,490.00	1,247.02	3,118.91	.00	1,628.91-	109.32-
1241-210	Office Supplies	250.00	250.00	.00	.00	.00	250.00	100.00
1244-210	Uniforms Services	2,876.00	2,876.00	.00	1,110.21	.00	1,765.79	61.39
1251-210	Computer & Printer Purchase	.00	.00	.00	1,972.60	.00	1,972.60-	100.00-
1262-210	Insurance	1,300.00	1,300.00	.00	1,650.68	.00	350.68-	26.97-
1264-210	Gasoline/Mileage-Non Training/Conf.	10,000.00	10,000.00	394.50	4,579.84	.00	5,420.16	54.20
1265-210	Vehicle Maintenance & Repairs	1,500.00	1,500.00	1,733.13	4,035.27	.00	2,535.27-	169.01-
1274-210	Grounds Maintenance & Repairs	.00	.00	.00	257.40	.00	257.40-	100.00-
1295-210	Insurance Services (Non Vehicle)	1,400.00	1,400.00	.00	1,260.49	.00	139.51	9.96
1299-210	Miscellaneous Others	.00	.00	18.30	18.30	.00	18.30-	100.00-
	--SUB TOTAL--	230,071.00	230,071.00	19,444.36	336,398.67	.00	93,672.33	40.71
21600-263	EXPENDITURES - GENERAL FUND							
1276-210	Electric	24,000.00	24,000.00	3,116.47	38,523.39	.00	14,523.39-	60.51-
1277-210	Water Services	38,000.00	38,000.00	.00	32,555.00	.00	5,445.00	14.32
	--SUB TOTAL--	62,000.00	62,000.00	3,116.47	71,078.39	.00	9,078.39-	14.64-
21600-266	EXPENDITURES - GENERAL FUND							
1225-210	Management Cons. /EEE Consul.	60,000.00	60,000.00	907.50	52,832.70	.00	7,167.30	11.94
1229-210	Oth. Profess. Ser./Waste Management	90,000.00	90,000.00	7,174.25	85,131.89	.00	4,868.11	5.40
1255-210	Maintenance Service Contract	6,800.00	6,800.00	.00	3,400.00	.00	3,400.00	50.00
1276-210	Electric	.00	.00	153.42	1,844.40	.00	1,844.40-	100.00-
	--SUB TOTAL--	156,800.00	156,800.00	8,235.17	143,208.99	.00	13,591.01	8.66
21700-271	EXPENDITURES - GENERAL FUND							
1221-210	Accounting System	20,160.00	20,160.00	.00	24,683.00	.00	4,523.00-	22.43-
1225-210	Management Consulting Services	35,000.00	.00	.00	.00	.00	.00	.00
1255-210	Maintenance Service Contract	6,000.00	6,000.00	.00	4,553.46	.00	4,553.46-	100.00-
1258-210	Computer Software/application	61,160.00	26,160.00	.00	5,051.80	.00	948.20	15.80
	--SUB TOTAL--	61,160.00	26,160.00	.00	34,288.26	.00	8,128.26-	31.07-
	IT AND CENTRAL ACCOUNTING AS400							
		20,160.00	20,160.00	.00	24,683.00	.00	4,523.00-	22.43-
		35,000.00	.00	.00	.00	.00	.00	.00
		6,000.00	6,000.00	.00	4,553.46	.00	4,553.46-	100.00-
		61,160.00	26,160.00	.00	5,051.80	.00	948.20	15.80
		61,160.00	26,160.00	.00	34,288.26	.00	8,128.26-	31.07-
22100-281	EXPENDITURES - GENERAL FUND							
1111-220	Salaries and Wages - Regular	3,663,252.00	3,720,559.95	269,670.50	3,323,783.38	.00	396,776.57	10.66
1116-220	Other Pay FTCA Tax	71,169.00	46,169.00	.00	49,226.06	.00	3,057.06-	6.62-
1121-220	Employer FICA Tax	5,445.00	5,445.00	.00	3,055.37	.00	3,055.37-	100.00-
1123-220	VRS Contributions	7,601.00	7,601.00	.00	4,004.30	.00	1,440.70	26.45
1124-220	Health Care Benefits	7,740.00	7,740.00	.00	5,694.22	.00	1,906.78	25.08
1125-220	Group Life Insurance	847.00	847.00	.00	5,160.00	.00	2,580.00	33.33
1128-220	Worker's Comp - Self Insured	100.00	100.00	.00	634.45	.00	212.55	25.09
1201-220	Organization Membership	325.00	325.00	.00	300.00	.00	34.13	34.13
1202-220	Publ., Subsc., Books, Ref. Mat'l	1,000.00	1,000.00	.00	708.80	.00	291.20	29.12
1203-220	Workshops and Conferences	750.00	750.00	.00	55.00	.00	695.00	92.66
1204-220	Lodging	600.00	600.00	.00	.00	.00	600.00	100.00
1207-220	Mileage-Training/Conferences	175.00	175.00	.00	175.00	.00	175.00	100.00
1223-220	Legal Services	4,500.00	29,500.00	6,250.00	17,941.00	.00	11,559.00	39.18

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
	EXPENDITURES - GENERAL FUND							
1241-220	Office Supplies	500.00	500.00	.00	91.12	.00	408.88	81.77
1254-220	Equipment Maintenance	300.00	300.00	.00	.00	.00	300.00	100.00
1295-220	Insurance Services (Non Vehicle)	100.00	100.00	.00	364.26	.00	264.26	264.26
	--SUB TOTAL--	101,152.00	101,152.00	6,250.00	87,300.45	.00	13,851.55	13.69
	EXPENDITURES - GENERAL FUND	101,152.00	101,152.00	6,250.00	87,300.45	.00	13,851.55	13.69
23100-291	EXPENDITURES - GENERAL FUND							
	REGISTRAR/BOARD OF ELECTIONS							
1111-230	Salaries and Wages - Regular	84,547.00	84,547.00	6,408.66	76,652.76	.00	7,894.40	9.33
1117-230	Salaries and Wages - Overtime	.00	.00	.00	293.76	.00	293.76	100.00
1118-230	Salaries and Wages - Part-time	9,459.00	9,459.00	1,490.88	14,460.72	.00	5,001.72	52.87
1121-230	Employer FICA Tax	7,190.00	7,190.00	604.89	6,999.40	.00	190.60	2.65
1123-230	VRS Contributions	8,186.00	8,186.00	684.44	8,186.44	.00	.44	.00
1124-230	Health Care Benefits	15,480.00	15,480.00	1,354.00	15,544.00	.00	64.00	.41
1125-230	Group Life Insurance	912.00	912.00	76.26	912.12	.00	.12	.01
1128-230	Worker's Comp - Self Insured	150.00	150.00	.00	77.69	.00	72.31	48.20
1201-230	Organization Membership	200.00	200.00	.00	330.00	.00	130.00	65.00
1202-230	Publ., Subsc., Books, Ref. Mat'l	70.00	70.00	.00	.00	.00	70.00	100.00
1203-230	Workshops and Conferences	500.00	500.00	165.00	500.00	.00	.00	.00
1204-230	Lodging	750.00	750.00	.00	830.10	.00	80.10	10.68
1205-230	Meals	150.00	150.00	.00	57.22	.00	92.78	61.85
1207-230	Mileage-Training/Conferences	1,075.00	1,075.00	174.89	311.06	.00	763.94	71.06
1216-230	Election Officers	15,633.00	15,633.00	5,590.00	19,114.00	.00	3,481.00	22.26
1229-230	Other Professional Services	12,000.00	12,000.00	.00	18,692.24	.00	6,692.24	55.76
1231-230	Postage	2,300.00	2,300.00	.00	1,546.88	.00	753.12	32.74
1233-230	Printing	2,400.00	2,400.00	57.92	3,134.92	.00	265.08	11.04
1234-230	Telecommunications	3,335.00	3,335.00	598.55	4,781.74	.00	1,446.74	43.38
1235-230	Advertising	1,000.00	1,000.00	.00	186.60	.00	813.40	81.34
1241-230	Office Supplies	1,750.00	1,750.00	.00	1,126.76	.00	623.24	35.61
1253-230	Equipment Lease/Purchase	1,025.00	1,025.00	488.58	1,217.45	.00	192.45	18.77
1254-230	Equipment Maintenance	.00	.00	.00	55.00	.00	55.00	100.00
1264-230	Gasoline/Mileage-Non Training/Conf.	.00	.00	.00	607.58	.00	607.58	100.00
1271-230	Building Lease/Rental	3,600.00	3,600.00	3,600.00	3,600.00	.00	.00	.00
1295-230	Insurance Services (Non Vehicle)	300.00	300.00	.00	364.26	.00	64.26	21.42
	--SUB TOTAL--	172,012.00	172,012.00	21,294.07	178,582.54	.00	6,570.54	3.81
	EXPENDITURES - GENERAL FUND	172,012.00	172,012.00	21,294.07	178,582.54	.00	6,570.54	3.81
31100-311	EXPENDITURES - GENERAL FUND							
	COMMISSIONER OF REVENUE							
1111-310	Salaries and Wages - Regular	148,354.00	148,354.00	12,403.00	148,349.56	.00	4.44	.00
1121-310	Employer FICA TAX	11,349.00	11,349.00	886.42	10,480.82	.00	868.18	7.64
1123-310	VRS Contributions	15,844.00	15,844.00	1,324.64	15,843.68	.00	.32	.00
1124-310	Health Care Benefits	23,220.00	23,220.00	2,031.00	23,316.00	.00	96.00	.41
1125-310	Group Life Insurance	1,765.00	1,765.00	147.60	1,765.40	.00	.40	.02
1128-310	Worker's comp - Self Insured	200.00	200.00	.00	131.70	.00	68.30	34.15

SUSSEX COUNTY
GENERAL FUND - DETAIL EXPENDITURE SUMMARY
 7/01/2015 - 6/30/2016

6/30/2016 Onnie L. Woodruff, Treasurer
 FUND # - 100 EXPENSE
 - D E T A I L -

MAJOR ACCT #	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
	EXPENDITURES - GENERAL FUND							
1201-310	Organization Membership	800.00	800.00	.00	840.00	.00	40.00-	5.00-
1203-310	Workshops and Conferences	450.00	450.00	275.00	300.00	.00	150.00	33.33
1204-310	Lodging	450.00	450.00	.00	393.30	.00	56.70	12.60
1205-310	Meals	100.00	100.00	.00	48.91	.00	51.09	51.09
1206-310	Transportation (exclude mileage)	100.00	100.00	.00	.00	.00	100.00	100.00
1207-310	Mileage-Training/Conferences	250.00	250.00	.00	47.17	.00	202.83	81.13
1208-310	Tuition Reimbursement	300.00	300.00	.00	.00	.00	300.00	100.00
1221-310	Accounting System	600.00	600.00	.00	.00	.00	600.00	100.00
1224-310	Information Systems Services	.00	.00	.00	2,693.53	.00	2,693.53-	100.00-
1229-310	Other Professional Services	7,000.00	7,000.00	2,800.00	13,047.45	.00	6,047.45-	86,339-
1231-310	Postage	5,500.00	5,500.00	1,855.00	3,609.29	.00	1,890.71	34.37
1234-310	Telecommunications	2,500.00	2,500.00	388.30	3,410.00	.00	910.08-	36.40-
1235-310	Advertising	100.00	100.00	.00	.00	.00	100.00	100.00
1241-310	Office Supplies	3,000.00	3,000.00	909.41	2,126.31	.00	873.69	29.12
1252-310	Equipment Lease/Rental	3,500.00	3,500.00	.00	2,720.25	.00	779.75	22.27
1254-310	Equipment Maintenance	500.00	500.00	246.33	564.00	.00	253.67	50.73
1255-310	Maintenance Service Contract	1,500.00	1,500.00	.00	119.97	.00	936.00	62.40
1258-310	Computer Software/Applications	250.00	250.00	.00	.00	.00	130.03	52.01
	Computer Software/Applications	227,632.00	227,632.00	23,266.70	230,053.75	.00	2,421.75-	1.06-
	--SUB TOTAL--	227,632.00	227,632.00	23,266.70	230,053.75	.00	2,421.75-	1.06-
	EXPENDITURES - GENERAL FUND	227,632.00	227,632.00	23,266.70	230,053.75	.00	2,421.75-	1.06-
	EXPENDITURES - GENERAL FUND	227,632.00	227,632.00	23,266.70	230,053.75	.00	2,421.75-	1.06-
41100-411	EXPENDITURES - GENERAL FUND							
1111-410	Salaries and Wages - Regular	198,824.00	198,824.00	16,622.48	198,817.84	.00	6.16	.00
1116-410	Other Pay	600.00	600.00	50.00	600.00	.00	.00	.00
1118-410	Salary and Wages - Part Time	2,295.00	2,295.00	.00	.00	.00	2,295.00	100.00
1121-410	Employer FICA Tax	15,210.00	15,210.00	1,295.74	15,497.83	.00	287.83-	1.89-
1123-410	VRS Contributions	21,234.00	21,234.00	1,775.28	21,233.72	.00	.28	.00
1124-410	Health Care Benefits	30,960.00	30,960.00	2,708.00	31,088.00	.00	128.00-	.41-
1125-410	Group Life Insurance	2,366.00	2,366.00	197.82	2,366.08	.00	.08-	.00
1128-410	Worker's Comp - Self Insured	450.00	450.00	.00	176.51	.00	273.49	60.77
1201-410	Organization Membership	750.00	750.00	.00	725.00	.00	25.00	3.33
1202-410	Publ., Subsc., Books, Ref. Mat.]	150.00	150.00	.00	92.08	.00	57.92	38.61
1203-410	Workshops and Conferences	1,500.00	1,500.00	210.00	1,920.00	.00	420.00-	28.00-
1204-410	Lodging	1,500.00	1,500.00	318.92	1,511.18	.00	11.18-	.74-
1205-410	Meals	300.00	300.00	131.87	442.61	.00	142.61-	47.53-
1207-410	Mileage-Training/Conferences	1,000.00	1,000.00	75.21	685.76	.00	314.24	31.42
1221-410	Accounting System	600.00	600.00	.00	.00	.00	600.00	100.00
1222-410	Auditing Services	16,100.00	16,100.00	.00	16,100.00	.00	.00	.00
1224-410	Information Sys Serv VEC	1,200.00	1,200.00	.00	931.00	.00	269.00	22.41
1231-410	Postage	8,300.00	8,300.00	110.00	8,290.00	.00	10.00	.12
1234-410	Telecommunications	3,800.00	3,800.00	583.61	4,645.91	.00	845.91-	22.26-
1235-410	Advertising	300.00	300.00	.00	.00	.00	300.00	100.00
1241-410	Office Supplies	4,900.00	4,900.00	1,459.62	5,222.27	.00	322.27-	6.57-
1251-410	Computer & Printer Purchase	3,300.00	3,300.00	.00	2,312.55	.00	987.45	29.92
1252-410	Equipment Lease/Rental	700.00	700.00	.00	432.00	.00	268.00	38.28

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1254-410	Equipment Maintenance	800.00	800.00	.00	28.42	.00	771.58	96.44
1255-410	Maintenance Service Contract	1,000.00	1,000.00	.00	564.00	.00	436.00	43.60
1258-410	Computer Software/Applications	300.00	300.00	.00	219.92	.00	80.08	26.69
1264-410	Gasoline/Mileage-Non Training/Conf.	200.00	200.00	219.39	289.36	.00	89.36-	44.68-
1271-410	Water Services	75.00	75.00	56.92	56.92	.00	18.08	24.10
1277-410	Judicial Land Sale Expenses	15,000.00	15,000.00	.00	5,466.68	.00	9,533.32	63.55
1292-410	Bank/CC & Other Fees	11,000.00	11,000.00	1,024.25	10,832.65	.00	167.35	1.52
	--SUB TOTAL--	344,714.00	344,714.00	26,839.11	330,548.29	.00	14,165.71	4.10
41100-412	EXPENDITURES - GENERAL FUND							
1241-410	Office Supplies	1,200.00	1,200.00	.00	1,058.53	.00	141.47	11.78
1296-410	Refund to Towns	29,000.00	29,000.00	7,002.47	28,058.31	.00	941.69	3.24
1299-410	Misc. Oth.-DMV Stops	20,000.00	20,000.00	3,720.00	19,300.00	.00	700.00	3.50
	--SUB TOTAL--	50,200.00	50,200.00	10,722.47	48,416.84	.00	1,783.16	3.55
	EXPENDITURES - GENERAL FUND	394,914.00	394,914.00	37,561.58	378,965.13	.00	15,948.87	4.03
51100-000	EXPENDITURES - GENERAL FUND	394,914.00	394,914.00	37,561.58	378,965.13	.00	15,948.87	4.03
	EXPENDITURES - GENERAL FUND	.00	.00	.00	.00	.00	.00	.00
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
51100-511	EXPENDITURES - GENERAL FUND							
1111-510	Salaries and Wages - Regular	75,794.00	75,794.00	6,458.18	76,642.24	.00	848.24-	1.11-
1117-510	Salaries and Wages - Overtime	70,000.00	70,000.00	7,771.87	86,013.30	.00	16,013.30-	22.87-
1121-510	Employer FICA Tax	11,153.00	11,153.00	1,084.86	12,377.94	.00	1,224.94-	10.98-
1123-510	VRS Contributions	8,095.00	8,095.00	689.72	8,185.33	.00	90.33-	1.11-
1124-510	Health Care Benefits	15,480.00	15,480.00	1,354.00	15,544.00	.00	64.00-	.41-
1125-510	Group Life Insurance	902.00	902.00	76.84	911.97	.00	9.97-	1.10-
	--SUB TOTAL--	181,424.00	181,424.00	17,435.47	199,674.78	.00	18,250.78-	10.05-
51100-512	EXPENDITURES - GENERAL FUND							
1111-510	Salaries and Wages - Regular	831,589.00	840,642.64	67,771.08	796,908.59	.00	43,734.05	5.20
1116-510	Other Pay	600.00	600.00	50.00	5,320.71	.00	4,720.71-	786.78-
1121-510	Employer FICA Tax	63,616.00	64,994.23	5,179.66	61,258.42	.00	3,735.81	5.74
1123-510	VRS Contributions	88,813.00	90,737.12	7,237.96	84,912.63	.00	5,824.49	6.41
1124-510	Health Care Benefits	123,840.00	127,710.00	12,222.34	136,661.80	.00	8,951.80-	7.00-
1125-510	Group Life Insurance	9,907.00	10,121.39	806.44	9,460.81	.00	660.58	6.52
1128-510	Worker's Comp - Self Insured	20,171.00	20,171.00	.00	20,212.34	.00	41.34-	.20-
1201-510	Organization Membership	2,000.00	2,000.00	.00	2,064.00	.00	64.00-	3.20-
1202-510	Publ., Subsc., Books, Ref. Mat'l	1,500.00	1,500.00	.00	1,374.03	.00	125.97	8.39
1203-510	Workshops and Conferences	4,500.00	4,500.00	.00	4,329.00	.00	171.00	3.80
1203-510-601	Workshops and Conf.-DMV Grt.	.00	1,000.00	.00	.00	.00	1,000.00	100.00
1203-510-603	Work Shop & Conf. Prev. & Education	.00	4,045.41	.00	2,226.41	.00	1,819.00	44.96
1204-510	Lodging	6,500.00	6,500.00	.00	5,163.59	.00	1,336.41	20.56
1205-510	Meals	3,000.00	3,000.00	145.82	2,794.31	.00	205.69	6.85
1207-510	Mileage-Training/Conferences	3,500.00	3,500.00	300.00	324.03	.00	3,175.97	90.74
1215-510	Inmate Pay	1,000.00	1,000.00	.00	.00	.00	1,000.00	100.00
1224-510	Information System Services	.00	.00	.00	1,236.25	.00	1,236.25-	100.00-
1227-510	Medical Services inc/k9	1,000.00	1,000.00	.00	791.71	.00	208.29	20.82
1231-510	Postage	2,000.00	2,000.00	2.62	1,522.96	.00	477.04	23.85

MAJOR ACCT #	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1233-510	Printing	1,000.00	1,000.00	.00	389.84	.00	610.16	61.01
1234-510	Telecommunications	17,000.00	17,000.00	1,684.33	15,654.24	.00	1,345.76	7.91
1235-510	Advertising	500.00	500.00	.00	349.00	.00	151.00	30.20
1241-510	Office Supplies	7,000.00	7,000.00	322.78	4,955.09	.00	2,044.91	29.21
1242-510	Agricultural Supplies K-9	1,000.00	1,000.00	41.70	156.02	.00	843.98	84.39
1244-510	Uniform Services	15,000.00	15,000.00	580.47	12,531.98	.00	2,468.02	16.45
1245-510	Law Enforcement Supplies	35,000.00	35,829.42	724.99	19,101.71	.00	16,727.71	46.68
1245-510-601	Law Enforcement Sup. - DMV Grt.	.00	14,997.00	.00	14,997.00	.00	.00	.00
1251-510	Computer & Printer Purchase	3,350.00	3,350.00	.00	1,337.28	.00	2,012.72	60.08
1252-510	Equipment Lease/Rental	3,500.00	48,500.00	4,090.83	48,823.26	.00	323.26	.66
1254-510	Equipment Maintenance	700.00	700.00	.00	300.00	.00	400.00	57.14
1255-510	Maintenance Service Contract	18,475.00	19,475.00	.00	13,475.00	.00	6,000.00	30.80
1256-510	Communication Equipment	8,000.00	8,000.00	1,058.71	2,701.37	.00	5,298.63	66.23
1257-510	Furniture	.00	.00	.00	284.99	.00	284.99	100.00
1258-510	Computer Software/Applications	1,700.00	1,700.00	.00	1,954.60	.00	254.60	14.97
1259-510	Other Equipment Purchases	.00	.00	.00	646.40	.00	646.40	100.00
1262-510	Insurance	17,009.00	17,009.00	.00	18,157.47	.00	1,148.47	6.75
1264-510	Gasoline/Mileage-Non Training/Conf.	140,000.00	132,001.00	5,652.34	69,494.29	.00	62,506.71	47.35
1264-510-601	Gasoline/Mileage-DMV Grt.	.00	7,999.00	.00	7,999.00	.00	.00	100.00
1265-510	Vehicle Maintenance & Repairs	60,000.00	73,560.37	4,237.57	117,630.23	.00	44,069.86	59.90
1273-510	Building Systems Maint & Repair	.00	.00	.00	5,138.00	.00	5,138.00	100.00
1275-510	Maintenance Equipment Repairs	1,000.00	1,000.00	.00	.00	.00	1,000.00	100.00
1297-510	Information Fund	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
1298-510	Date Prog. Private Cont. Expenses	.00	.00	.00	50.00	.00	50.00	100.00
1299-510	Miscellaneous Others	2,000.00	2,000.00	30.00	1,623.41	.00	376.59	18.82
7001-510	Sheriff Auction	.00	.00	.00	2,988.90	.00	2,988.90	100.00
	--SUB TOTAL--	1,497,770.00	1,594,642.58	112,139.64	1,489,201.67	.00	105,440.91	6.61
51100-513	EXPENDITURES - GENERAL FUND							
1117-510	Salaries and Wages - Overtime	30,000.00	55,000.00	4,225.89	53,549.11	.00	1,450.89	2.63
1121-510	Employer FICA Tax	2,295.00	2,295.00	322.70	4,085.28	.00	1,790.28	78.00
	--SUB TOTAL--	32,295.00	57,295.00	4,548.59	57,634.39	.00	339.39	.59
51100-514	EXPENDITURES - GENERAL FUND							
1117-510	Salaries and Wages - Overtime	225,000.00	200,000.00	14,706.06	180,073.01	.00	19,926.99	9.96
1121-510	Employer FICA Tax	16,830.00	16,830.00	1,122.87	13,746.64	.00	3,083.36	18.32
1241-510	Supplies for Warrants	.00	.00	.00	2,314.45	.00	2,314.45	100.00
	--SUB TOTAL--	241,830.00	216,830.00	15,828.93	196,134.10	.00	20,695.90	9.54
51100-515	EXPENDITURES - GENERAL FUND							
1111-510	Salaries and Wages - Regular	39,468.00	39,468.00	3,299.70	39,467.00	.00	1.00	.00
1121-510	Employer FICA Tax	3,019.00	3,019.00	252.59	3,021.20	.00	2.20	.07
1123-510	VRS Contributions	4,215.00	4,215.00	352.40	4,215.00	.00	.00	.00
1124-510	Health Care Benefits	7,740.00	7,740.00	.00	7,740.00	.00	7,740.00	100.00
1125-510	Group Life Insurance	470.00	470.00	39.26	469.60	.00	.40	.08
1244-510	Uniform Services	400.00	400.00	.00	.00	.00	400.00	100.00
1264-510	Gasoline/Mileage-Non Training/Conf.	3,500.00	3,500.00	.00	.00	.00	3,500.00	100.00
1265-510	Vehicle Maintenance & Repairs	2,000.00	2,000.00	.00	338.29	.00	1,661.71	83.08
	--SUB TOTAL--	60,812.00	60,812.00	3,943.95	47,511.09	.00	13,500.91	21.87
51100-516	EXPENDITURES - GENERAL FUND							
	F911							

GENERAL FUND - DETAIL EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	FNCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1111-510	Salaries and Wages - Regular	89,256.00	89,256.00	7,462.20	89,253.76	.00	2.24	.00
1117-510	Salaries and Wages - Overtime	.00	.00	255.48	3,914.30	.00	3,914.30	100.00
1121-510	Employer FICA Tax	6,828.00	6,828.00	586.18	7,077.30	.00	249.30	3.65
1123-510	VRS Contributions	9,533.00	9,533.00	796.96	9,532.28	.00	.72	.00
1124-510	Health Care Benefits	15,480.00	15,480.00	1,354.00	15,544.00	.00	64.00	.41
1125-510	Group Life Insurance	1,062.00	1,062.00	88.80	1,062.12	.00	.12	.01
1203-510	Workshops and Conferences	.00	.00	.00	75.00	.00	75.00	100.00
1204-510	Lodging	.00	.00	80.00	80.00	.00	80.00	100.00
1205-510-602	Meals	.00	.00	190.59	190.59	.00	190.59	100.00
1224-510	Information System Services	.00	.00	275.00	1,235.00	.00	1,235.00	100.00
1234-510	Telecommunications	9,000.00	9,000.00	1,496.25	21,485.64	.00	12,485.64	138.72
1241-510	Office Supplies	.00	.00	.00	1,089.16	.00	1,089.16	100.00
1253-510	Equipment Lease/Purchase/fr 21500	45,000.00	.00	.00	.00	.00	.00	.00
1253-510-602	Equipment Purchase 911 PSAP Grt.	.00	31,204.00	.00	36,763.50	.00	5,559.50	17.81
1254-510	Equipment Maintenance	20,000.00	20,000.00	.00	5,500.91	.00	14,499.09	72.49
1255-510	Maintenance Service Contract	7,100.00	7,100.00	.00	10.04	.00	7,089.96	99.85
1255-510-602	Maint. Service Contr.- 911 PSAP Grt	.00	42,635.00	.00	42,635.00	.00	.00	.00
1258-510	Computer Software/Applications	.00	.00	.00	1,140.00	.00	1,140.00	100.00
1259-510	Other Equipment Purchases	.00	.00	.00	883.71	.00	883.71	100.00
	--SUB TOTAL--	203,259.00	232,098.00	12,585.46	237,472.31	.00	5,374.31	2.31
51100-517	EXPENDITURES - GENERAL FUND							
	SCHOOL RESOURCE OFFICERS							
1111-510	Salaries and Wages - Regular	69,589.00	104,939.00	8,885.22	96,949.56	.00	7,989.44	7.61
1121-510	Employer FICA Tax	5,324.00	8,037.95	680.07	7,420.09	.00	617.86	7.68
1123-510	VRS Contributions	7,432.00	11,207.38	948.94	10,354.26	.00	853.12	7.61
1124-510	Health Care Benefits	15,480.00	23,220.00	1,994.66	21,067.70	.00	2,152.30	9.26
1125-510	Group Life Insurance	828.00	1,248.67	105.74	1,153.78	.00	94.89	7.59
	--SUB TOTAL--	98,653.00	148,653.00	12,614.63	136,945.39	.00	11,707.61	7.87
51100-518	EXPENDITURES - GENERAL FUND							
	SCHOOL RESOURCE OFFICE THUR 2014							
	--SUB TOTAL--	2,316,043.00	2,491,754.58	179,096.67	2,364,573.73	.00	127,180.85	5.10
51500-551	EXPENDITURES - GENERAL FUND							
	CONFINEMENT OF INMATES							
1111-510	Salaries and Wages - Regular	884,275.00	902,291.38	73,047.22	866,258.56	.00	36,032.82	3.99
1116-510	Other Pay	600.00	600.00	50.00	4,060.03	.00	3,460.03	576.67
1117-510	Sal. & Wages Of cleanup detail only	15,000.00	15,000.00	1,443.54	15,864.61	.00	864.61	5.76
1118-510	Salaries and Wages - Part-time	7,000.00	17,487.02	446.13	19,425.54	.00	1,938.52	11.08
1121-510	Employer FICA Tax	67,647.00	69,025.23	5,701.82	68,633.04	.00	392.19	.56
1123-510	VRS Contributions	94,440.00	96,364.12	7,801.48	92,278.21	.00	4,085.91	4.24
1124-510	Health Care Benefits	176,780.00	180,650.00	14,217.00	160,954.50	.00	19,695.50	10.90
1125-510	Group Life Insurance	10,523.00	10,737.39	869.24	10,321.74	.00	415.65	3.87
1126-510	Short & Long Term Disability Ins.	.00	.00	14.22	14.22	.00	14.22	100.00
1128-510	Worker's Comp - Self Insured	16,300.00	16,300.00	.00	16,445.69	.00	145.69	.89
1203-510	Workshop and Conferences	.00	.00	175.00	175.00	.00	175.00	100.00
1204-510	Lodging	1,000.00	1,000.00	.00	611.30	.00	388.70	38.87
1205-510	Meals	600.00	600.00	117.81	705.22	.00	105.22	17.53
1207-510	Mileage-Training/Conferences	1,200.00	1,200.00	400.13	400.13	.00	799.87	66.65
1215-510	Inmate Pay	2,000.00	2,000.00	171.00	1,438.25	.00	561.75	28.08

6/30/2016 Onnie I. Woodruff, Treasurer
FUND 6-100 EXPENSE

SUSSEX COUNTY
GENERAL FUND - DETAIL EXPENDITURE SUMMARY

MAJOR ACCT# DESCRIPTION BUDGET AMOUNT 6/30/2016 APPR. AMOUNT CURRENT AMOUNT Y-T-D AMOUNT ENCUMBRANCE AMOUNT UNENCUMBERED BALANCE % REMAIN.

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
EXPENDITURES - GENERAL FUND								
1229-510	Other Professional Services	120,767.00	120,767.00	3,125.08	120,272.81	.00	494.19	.40
1231-510	Postage	1,500.00	1,500.00	.00	761.96	.00	738.04	49.20
1234-510	Telecommunications	3,000.00	3,000.00	147.32	3,104.79	.00	104.79	3.49
1235-510	Advertising	1,000.00	1,000.00	.00	250.85	.00	749.15	74.91
1241-510	Office Supplies	3,000.00	3,000.00	261.11	4,180.94	.00	1,180.94	39.36
1243-510	Linen Supplies	5,500.00	5,500.00	624.63	2,595.36	.00	2,904.64	52.81
1244-510	Uniform Services	8,500.00	8,500.00	486.15	9,313.29	.00	813.29	9.56
1245-510	Law Enforcement Supplies	3,000.00	3,000.00	396.01	1,610.26	.00	1,389.74	46.32
1246-510	Food Supplies	123,000.00	123,000.00	10,523.65	111,064.54	.00	11,935.46	9.70
1247-510	Janitorial Supplies	8,000.00	8,000.00	842.12	4,008.81	.00	3,991.19	49.88
1253-510	Equipment Lease/Purchase	3,500.00	3,500.00	230.52	3,346.43	.00	153.57	4.38
1255-510	Maintenance Service Contract	2,600.00	2,600.00	.00	2,553.00	.00	47.00	1.80
1259-510	Other Equipment Purchases	1,000.00	1,000.00	.00	154.01	.00	1,154.01	115.40
1264-510	Gasoline/Mileage-Non Training/Conf.	3,000.00	3,000.00	400.00	1,470.46	.00	1,529.54	50.98
1265-510	Vehicle Maintenance & Repairs	4,000.00	4,000.00	311.14	2,511.32	.00	1,488.68	37.21
1272-510	Building Maintenance & Repairs	35,000.00	35,000.00	13,821.77	27,707.45	.00	7,292.55	20.83
1273-510	Building Systems Main & Repairs	15,000.00	15,000.00	188.00	7,804.38	.00	7,195.62	47.97
1276-510	Electric	25,000.00	25,000.00	1,605.83	21,151.22	.00	3,848.78	15.39
1278-510	Oil	7,000.00	7,000.00	.00	3,097.62	.00	3,902.38	55.74
1279-510	Propane Gas	15,000.00	15,000.00	154.42	9,935.16	.00	5,064.84	33.76
1293-510	Inmate Medical Expenses	110,000.00	110,000.00	2,267.61	63,658.39	.00	46,341.61	42.12
1299-510	Miscellaneous Others	5,000.00	5,000.00	71.48	1,725.45	.00	3,274.55	65.49
	--SUB TOTAL--	1,780,732.00	1,816,622.14	139,911.43	1,659,556.52	.00	157,065.62	8.64
	EXPENDITURES - GENERAL FUND	1,780,732.00	1,816,622.14	139,911.43	1,659,556.52	.00	157,065.62	8.64

	EXPENDITURES - GENERAL FUND	4,096,775.00	4,308,376.72	319,008.10	4,024,130.25	.00	284,246.47	6.59
61100-611	EXPENDITURES - GENERAL FUND							
1212-610	Compensation Jury Commission	90.00	90.00	.00	90.00	.00	.00	.00
1213-610	Witness Fees	5,000.00	5,000.00	3,073.90	9,189.41	.00	4,189.41	83.78
1214-610	Comp Court Administrator	25,800.00	25,800.00	.00	19,353.24	.00	6,446.76	24.98
1217-610	Commission/Board Compensation	150.00	150.00	.00	150.00	.00	.00	.00
1223-610	Legal Services - Court Appt. Atty	5,500.00	5,500.00	240.00	1,334.81	.00	4,165.19	75.73
1231-610	Postage	.00	.00	.00	2,085.70	.00	2,085.70	100.00
1234-610	Telecommunications	2,000.00	2,000.00	453.94	2,842.93	.00	842.93	42.14
1241-610	Office Supplies	6,000.00	6,000.00	607.50	5,544.96	.00	455.04	7.58
1277-610	Water Services	250.00	250.00	.00	1,177.50	.00	72.50	29.00
	--SUB TOTAL--	44,790.00	44,790.00	4,375.34	40,766.55	.00	4,021.45	8.97
61100-612	EXPENDITURES - GENERAL FUND							
1201-610	Organization Membership	250.00	250.00	.00	.00	.00	250.00	100.00
1202-610	Publ., Subsc., Books, Ref. Mat'l	250.00	250.00	.00	369.00	.00	119.00	47.60
1203-610	Workshops and Conferences	700.00	700.00	.00	210.00	.00	490.00	70.00
1204-610	Lodging	2,000.00	2,000.00	.00	4,492.17	.00	2,492.17	124.60
1205-610	Meals	100.00	100.00	.00	14.63	.00	85.37	85.37
1206-610	Transportation	1,500.00	1,500.00	.00	.00	.00	1,500.00	100.00
1207-610	Mileage-Training/Conferences	300.00	300.00	.00	238.00	.00	62.00	20.66
1231-610	Postage	75.00	75.00	48.00	48.00	.00	27.00	36.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
1234-610	EXPENDITURES - GENERAL FUND							
1241-610	Telecommunications	8,000.00	8,000.00	1,093.11	7,758.26	.00	241.74	3.02
1251-610	Office Supplies	750.00	750.00	.00	1,104.00	.00	354.00	47.20
1252-610	Computer & Printer Purchase	1,000.00	1,000.00	.00	1,000.00	.00	1,000.00	100.00
1253-610	Equipment Lease/Rental	4,500.00	4,500.00	228.91	3,210.39	.00	1,289.61	28.65
1255-610	Equipment Lease/Purchase	4,000.00	4,000.00	.00	4,000.00	.00	4,000.00	100.00
1277-610	Maintenance Service Contract	300.00	300.00	.00	300.00	.00	300.00	100.00
	Water Services	250.00	250.00	142.42	526.22	.00	276.22	110.48
	--SUB TOTAL--	23,975.00	23,975.00	1,512.44	17,970.67	.00	6,004.33	25.04
61100-613	EXPENDITURES - GENERAL FUND							
1201-610	Organization Membership	25.00	25.00	.00	20.00	.00	5.00	20.00
1234-610	Telecommunications	7,100.00	7,100.00	598.26	8,374.60	.00	1,274.60	17.95
	--SUB TOTAL--	7,125.00	7,125.00	598.26	8,394.60	.00	1,269.60	17.81
61100-614	EXPENDITURES - GENERAL FUND							
1229-610	Sixth Judicial CSU - VJCCA	8,941.00	8,941.00	.00	8,941.00	.00	.00	.00
	--SUB TOTAL--	8,941.00	8,941.00	.00	8,941.00	.00	.00	.00
	EXPENDITURES - GENERAL FUND	84,831.00	84,831.00	6,486.04	76,074.82	.00	8,756.18	10.32
	CLERK OF COURTS	84,831.00	84,831.00	6,486.04	76,074.82	.00	8,756.18	10.32
62100-621	EXPENDITURES - GENERAL FUND							
1111-620	Salaries and Wages - Regular	240,199.00	240,199.00	19,566.84	234,034.80	.00	6,164.20	2.56
1121-620	Employer FICA Tax	18,861.00	18,861.00	1,526.76	18,260.52	.00	600.48	3.18
1123-620	VRS Contributions	24,585.00	24,585.00	2,089.74	24,994.96	.00	409.96	1.66
1124-620	Health Care Benefits	30,960.00	30,960.00	2,708.00	31,733.00	.00	773.00	2.49
1125-620	Group Life Insurance	2,740.00	2,740.00	232.84	2,784.96	.00	44.96	1.64
1126-620	Short & Long Term Disability Ins.	.00	.00	16.54	197.84	.00	197.84	100.00
1128-620	Worker's Comp - Self Insured	185.00	185.00	.00	192.76	.00	7.76	4.19
1201-620	Organization Membership	320.00	320.00	.00	320.00	.00	.00	.00
1222-620	Auditing Services	2,500.00	2,500.00	.00	2,071.20	.00	428.80	17.15
1231-620	Postage	1,000.00	1,000.00	66.00	66.00	.00	934.00	93.40
1233-620	Printing	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
1234-620	Telecommunications	2,000.00	2,000.00	313.22	2,355.10	.00	355.10	17.75
1236-620	Microfilming & Scanning Services	9,000.00	9,000.00	675.10	8,744.87	.00	255.13	2.83
1236-620-700	Microfilm, Rest.& Binding Record Gt	.00	.00	.00	12,000.00	.00	12,000.00	100.00
1241-620	Office Supplies	3,000.00	3,000.00	38.80	2,247.93	.00	752.07	25.06
1252-620	Equipment Lease/Rental	2,500.00	2,500.00	192.10	2,305.20	.00	194.80	7.79
1252-620-700	Equipment - Record Grant	12,000.00	12,000.00	.00	4,490.00	.00	7,510.00	62.58
1254-620	Equipment Maintenance	2,000.00	2,000.00	.00	1,158.90	.00	841.10	42.05
1255-620	Maintenance Service Contract	6,600.00	6,600.00	.00	5,100.00	.00	1,500.00	22.72
1277-620	Water Services	240.00	240.00	31.38	427.82	.00	187.82	78.25
1292-620	Bank/CC & Other Fees	1,000.00	1,000.00	80.31	1,288.91	.00	288.91	28.89
	--SUB TOTAL--	361,690.00	361,690.00	27,537.63	354,774.77	.00	6,915.23	1.91
	EXPENDITURES - GENERAL FUND	361,690.00	361,690.00	27,537.63	354,774.77	.00	6,915.23	1.91
63100-631	EXPENDITURES - GENERAL FUND							
	COMMONWEALTH'S ATTORNEY	361,690.00	361,690.00	27,537.63	354,774.77	.00	6,915.23	1.91

MAJOR ACCT #	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
	EXPENDITURES - GENERAL FUND							
1111-630	Salaries and Wages - Regular	309,921.00	323,211.00	24,760.84	318,579.63	.00	4,631.37	1.43
1117-630	Salaries and Wages - Overtime	1,500.00	1,500.00	.00	.00	.00	1,500.00	100.00
1118-630	Salaries and Wages - Part Time	12,000.00	12,000.00	480.00	480.00	.00	11,520.00	96.00
1121-630	Employer FICA Tax	23,709.00	23,709.00	1,901.58	22,623.87	.00	1,085.13	4.57
1123-630	VRS Contributions	33,100.00	33,100.00	2,644.46	32,908.66	.00	191.34	.57
1124-630	Health Care Benefits	30,960.00	30,960.00	3,385.00	40,150.00	.00	9,190.00	29.68
1125-630	Group Life Insurance	3,688.00	3,688.00	294.64	3,666.84	.00	21.16	.57
1126-630	Short & Long Term Disability Ins.	.00	.00	31.60	377.96	.00	377.96	100.00
1128-630	Worker's Comp - Self Insured	262.00	262.00	.00	244.46	.00	17.54	6.69
1201-630	Organization Membership	1,000.00	1,000.00	.00	1,270.00	.00	270.00	27.00
1202-630	Pub., Subsc., Books, Ref. Mat'l	1,000.00	1,000.00	559.00	1,246.40	.00	246.40	24.64
1203-630	Workshops and Conferences	1,000.00	1,000.00	.00	50.00	.00	950.00	95.00
1204-630	Lodging	2,000.00	2,000.00	.00	1,233.36	.00	766.64	38.33
1205-630	Meals	400.00	400.00	.00	144.00	.00	256.00	64.00
1206-630	Transportation (exclude mileage)	300.00	300.00	.00	.00	.00	300.00	100.00
1207-630	Mileage-Training/Conferences	600.00	600.00	.00	617.71	.00	17.71	2.95
1224-630	Information Systems Services	2,000.00	2,000.00	.00	2,876.80	.00	876.80	43.84
1231-630	Postage	1,000.00	1,000.00	14.79	723.32	.00	276.68	27.66
1233-630	Printing	800.00	800.00	137.50	981.16	.00	181.16	22.64
1234-630	Telecommunications	8,500.00	8,500.00	1,076.04	9,741.83	.00	1,241.83	14.60
1241-630	Office Supplies	2,000.00	2,000.00	1,279.46	2,790.70	.00	790.70	39.53
1251-630	Computer & Printer Purchases	1,000.00	1,000.00	.00	.00	.00	1,000.00	100.00
1252-630	Equipment Lease/Rental	250.00	250.00	.00	177.96	.00	250.00	100.00
1255-630	Maintenance Service Contract	250.00	250.00	.00	177.96	.00	72.04	28.81
1258-630	Computer Software/Applications	350.00	350.00	.00	3,266.00	.00	2,916.00	833.14
1264-630	Gasoline/Mileage-Non Training/Conf.	.00	.00	.00	75.68	.00	75.68	100.00
1277-630	Water Services	125.00	125.00	86.38	359.38	.00	234.38	187.50
1292-630	Bank/CC & Other Fees	.00	.00	.00	95.55	.00	95.55	100.00
1295-630	Insurance Services (Non Vehicle)	185.00	185.00	.00	.00	.00	185.00	100.00
	--SUB TOTAL--	437,900.00	451,190.00	36,651.29	444,681.27	.00	6,508.73	1.44
63100-632	EXPENDITURES - GENERAL FUND							
1111-630	Salaries and Wages - Regular	49,203.00	49,203.00	4,113.52	49,200.92	.00	2.08	.00
1121-630	Employer FICA Tax	3,764.00	3,764.00	313.72	3,752.12	.00	11.88	.31
1123-630	VRS Contributions	5,255.00	5,255.00	439.32	5,254.64	.00	.36	.00
1124-630	Health Care Benefits	7,740.00	7,740.00	677.00	7,772.00	.00	32.00	.41
1125-630	Group Life Insurance	585.00	585.00	48.96	585.60	.00	.60	.10
1128-630	Worker's Comp - Self Insured	146.00	146.00	.00	43.68	.00	102.32	70.08
1203-630	Workshops and Conferences	75.00	175.00	100.00	100.00	.00	75.00	42.85
1229-630	Other Professional Services	.00	1,280.00	.00	.00	.00	1,280.00	100.00
1231-630	Postage	200.00	500.00	300.00	494.50	.00	5.50	1.10
1233-630	Printing	150.00	1,150.00	1,130.26	1,284.26	.00	134.26	11.67
1234-630	Telecommunications	1,070.00	1,070.00	107.43	684.60	.00	385.40	36.01
1241-630	Office Supplies	600.00	1,666.00	497.53	1,009.84	.00	656.16	39.38
1251-630	Computer & Printer Purchases	.00	2,447.00	.00	.00	.00	2,447.00	100.00
1257-630	Furniture	.00	1,842.61	1,672.61	1,672.61	.00	169.39	9.19
1258-630	Computer Software/Applications	.00	500.00	.00	.00	.00	500.00	100.00
	--SUB TOTAL--	68,788.00	77,323.00	9,400.35	71,854.77	.00	5,468.23	7.07
	EXPENDITURES - GENERAL FUND	506,688.00	528,513.00	46,051.64	516,536.04	.00	11,976.96	2.26
	EXPENDITURES - GENERAL FUND	506,688.00	528,513.00	46,051.64	516,536.04	.00	11,976.96	2.26

SUSSEX COUNTY
GENERAL FUND - DETAIL EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
6/30/2016	Onnie L. Woodruff, Treasurer							
FUND # 100 EXPENSE								
	CONTRIBUTIONS TO OUTSIDE AGENCIES							
81000	HEALTH							
81100	HEALTH							
81100-800	--SUB TOTAL--							
81100-801	HEALTH							
2110-810	Cater Health District	176,489.00	176,489.00	.00	176,489.00	.00	.00	.00
	--SUB TOTAL--							
81100-802	HEALTH							
	--SUB TOTAL--							
81100-803	HEALTH							
2110-810	Old Dominion Emerg. Medical Serv.	982.00	982.00	.00	982.00	.00	.00	.00
	--SUB TOTAL--							
81100-804	HEALTH							
	--SUB TOTAL--							
81100-805	HEALTH							
2110-810	District 19 Community Services Bd	64,499.00	64,499.00	.00	64,499.00	.00	.00	.00
	--SUB TOTAL--							
	HEALTH							
	--SUB TOTAL--							
81300	COMMUNITY SUPPORT SERVICES							
81300-811	COMMUNITY SUPPORT SERVICES							
2110-810	Crater Area Aging	7,060.00	7,060.00	.00	7,060.00	.00	.00	.00
	--SUB TOTAL--							
81300-812	COMMUNITY SUPPORT SERVICES							
2110-810	Sussex SS Christmas Program	1,000.00	1,000.00	.00	1,000.00	.00	.00	.00
	--SUB TOTAL--							
81300-813	COMMUNITY SUPPORT SERVICES							
	--SUB TOTAL--							
81300-814	COMMUNITY SUPPORT SERVICES							
2110-810	The Improvement Assoc	64,000.00	64,000.00	.00	64,000.00	.00	.00	.00
	--SUB TOTAL--							
81300-815	COMMUNITY SUPPORT SERVICES							
	--SUB TOTAL--							
81300-816	COMMUNITY SUPPORT SERVICES							
2110-810	Red Cross	2,000.00	2,000.00	.00	2,000.00	.00	.00	.00
	--SUB TOTAL--							
81300-817	COMMUNITY SUPPORT SERVICES							
	--SUB TOTAL--							
81300-818	COMMUNITY SUPPORT SERVICES							
	--SUB TOTAL--							
81300-819	COMMUNITY SUPPORT SERVICES							
2110-810	Mission Ministries-Wav. Tornado Rel	46,416.62	46,416.62	.00	46,416.62	.00	46,416.62	100.00
	--SUB TOTAL--							
81300-820	COMMUNITY SUPPORT SERVICES							
2110-810	Virginia Legal Aid Society	1,049.00	1,049.00	.00	1,049.00	.00	.00	.00
	--SUB TOTAL--							
81300-821	COMMUNITY SUPPORT SERVICES							
	--SUB TOTAL--							

DETAILED

UNENCUMBERED BALANCE

% REMAIN.

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-D E T A I L- ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
81300-822	COMMUNITY SUPPORT SERVICES							
2110-810	COMMUNITY SUPPORT SERVICES							
	VA Cooperative Extension	71,838.00	74,819.00	10,186.51	71,097.21	.00	3,721.79	4.97
	--SUB TOTAL--	71,838.00	74,819.00	10,186.51	71,097.21	.00	3,721.79	4.97
81300-823	COMMUNITY SUPPORT SERVICES							
2110-810	Chowan Basin Soil & Water Conserv.	3,355.00	3,355.00	.00	3,355.00	.00	.00	.00
	--SUB TOTAL--	3,355.00	3,355.00	.00	3,355.00	.00	.00	.00
81300-824	COMMUNITY SUPPORT SERVICES							
2110-810	South Centre Corr. Res Con & Dev Co	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
	--SUB TOTAL--	2,000.00	2,000.00	.00	.00	.00	2,000.00	100.00
81300-828	COMMUNITY SUPPORT SERVICES							
	Job Connection/Information Site	.00	.00	.00	.00	.00	.00	.00
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81300-829	COMMUNITY SUPPORT SERVICES							
2110-810	Chowan Basin Proj. / City Franklin	7,200.00	7,200.00	.00	7,200.00	.00	.00	.00
	--SUB TOTAL--	7,200.00	7,200.00	.00	7,200.00	.00	.00	.00
81300-830	COMMUNITY SUPPORT SERVICES							
	Relay for Life	.00	.00	.00	.00	.00	.00	.00
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81300-831	COMMUNITY SUPPORT SERVICES							
	Habitat for Humanity	.00	.00	.00	.00	.00	.00	.00
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
	COMMUNITY SUPPORT SERVICES	159,502.00	162,483.00	56,603.13	202,177.83	.00	39,694.83	24.43
81400	LIBRARY/CULTURAL							
81400-825	LIBRARY/CULTURAL							
2110-810	Wakefield Foundation	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
	--SUB TOTAL--	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
81400-826	LIBRARY/CULTURAL							
2110-810	Blackwater/Regional Library	163,567.00	163,567.00	.00	163,567.00	.00	.00	.00
	--SUB TOTAL--	163,567.00	163,567.00	.00	163,567.00	.00	.00	.00
81400-827	LIBRARY/CULTURAL							
2110-810	MBC Museum	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
	--SUB TOTAL--	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
	LIBRARY/CULTURAL	183,567.00	183,567.00	.00	183,567.00	.00	.00	.00
81500	EDUCATIONAL							
81500-831	EDUCATIONAL							
2110-810	John Tyler Community College	1,000.00	1,000.00	.00	1,000.00	.00	.00	.00
	--SUB TOTAL--	1,000.00	1,000.00	.00	1,000.00	.00	.00	.00
81500-832	EDUCATIONAL							
	Virginia State University	.00	.00	.00	.00	.00	.00	.00
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81500-833	EDUCATIONAL							
2110-810	Southside Virginia Education Center	4,000.00	4,000.00	.00	4,000.00	.00	.00	.00
	--SUB TOTAL--	4,000.00	4,000.00	.00	4,000.00	.00	.00	.00
	EDUCATIONAL	5,000.00	5,000.00	.00	5,000.00	.00	.00	.00
81600	RECREATIONAL							
81600-840	RECREATIONAL							
2110-810	Sussex Youth & Adult Recreation Ctr	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00
	--SUB TOTAL--	6,000.00	6,000.00	.00	6,000.00	.00	.00	.00

6/30/2016 Onnie L. Woodruff, Treasurer
FUND # -100 EXPENSE
 SUSSEX COUNTY
GENERAL FUND - DETAIL EXPENDITURE SUMMARY
 7/01/2015 - 6/30/2016

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
81600-841	RECREATIONAL							
	--SUB TOTAL--							
81600-842	RECREATIONAL							
	--SUB TOTAL--							
81600-843	RECREATIONAL							
2110-810	Senior Citizens, Eastern	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
	--SUB TOTAL--	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
81600-844	RECREATIONAL							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81600-845	RECREATIONAL							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81600-846	RECREATIONAL							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81600-847	RECREATIONAL							
2110-810	Recreation - Unallocated Acct.	19,000.00	19,000.00	.00	.00	.00	19,000.00	100.00
	--SUB TOTAL--	19,000.00	19,000.00	.00	.00	.00	19,000.00	100.00
	RECREATIONAL	35,000.00	35,000.00	.00	16,000.00	.00	19,000.00	54.28
81800	ECONOMIC DEVELOPMENT							
81800-860	ECONOMIC DEVELOPMENT							
2110-810	Crater Planning District Commission	9,790.00	9,790.00	.00	9,790.00	.00	.00	.00
	--SUB TOTAL--	9,790.00	9,790.00	.00	9,790.00	.00	.00	.00
81800-861	ECONOMIC DEVELOPMENT							
2110-810	IDA	500.00	500.00	.00	.00	.00	500.00	100.00
	--SUB TOTAL--	500.00	500.00	.00	.00	.00	500.00	100.00
81800-862	ECONOMIC DEVELOPMENT							
2110-810	Virginia's Gateway Region	27,050.00	27,050.00	.00	27,050.00	.00	.00	.00
	--SUB TOTAL--	27,050.00	27,050.00	.00	27,050.00	.00	.00	.00
81800-863	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81800-864	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81800-865	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81800-868	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81800-869	ECONOMIC DEVELOPMENT							
2110-810	Crater Small Bus Dev Cent Longwod U	3,000.00	3,000.00	.00	3,000.00	.00	.00	.00
	--SUB TOTAL--	3,000.00	3,000.00	.00	3,000.00	.00	.00	.00
81800-870	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
81800-871	ECONOMIC DEVELOPMENT							
	--SUB TOTAL--	.00	.00	.00	.00	.00	.00	.00
	ECONOMIC DEVELOPMENT	40,340.00	40,340.00	.00	39,840.00	.00	500.00	1.23
	CONTRIBUTIONS TO OUTSIDE AGENCIES	665,379.00	668,360.00	56,603.13	688,554.83	.00	20,194.83	3.02

GENERAL FUND - 100 EXPENSE

GENERAL FUND - DETAIL EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-D E T A I I- ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
93100	TRANSFERS TO OTHER FUNDS							
0105	Transfer To VPA/DSS Fund	410,230.00	358,533.00	68,745.05	252,803.74	.00	105,729.26	29.48
0110	Trf To CSA Fund 23.87% match	158,000.00	209,697.00	13,166.63	209,697.00	.00	.00	.00
0251	Transfer To School Fund	7,959,170.00	8,032,350.29	2,212,668.37	7,991,248.81	.00	41,101.48	.51
0302	Trf To Cap. Improvement & CP FD	250,000.00	549,946.00	249,316.85	266,316.85	.00	283,629.15	51.57
0305	Transfer to Mega-Site Indust Park	.00	5,114.00	.00	.00	.00	5,114.00	100.00
	TRANSFERS TO OTHER FUNDS	8,777,400.00	9,155,640.29	2,543,896.90	8,720,066.40	.00	435,573.89	4.75
93200	EXP ACCOUNT NON DEPARTMENT							
9401	Contingency Account	25,000.00	11,710.00	301.08	301.08	.00	11,408.92	97.42
	EXP ACCOUNT NON DEPARTMENT	25,000.00	11,710.00	301.08	301.08	.00	11,408.92	97.42
	TRANSFERS TO OTHER FUNDS	8,802,400.00	9,167,350.29	2,544,197.98	8,720,367.48	.00	446,982.81	4.87
95000	DEBT SERVICE							
9130	Middle School Literary Loan Fund	486,676.00	486,676.00	.00	486,676.23	.00	.23-	.00
9200	D.S.For High Sch. VPSA & Lit. Loan	936,329.00	936,329.00	400.00	936,729.19	.00	400.19-	.04-
9310	OZAB 2005 Bonds 12/30/05	58,270.00	58,270.00	.00	58,270.00	.00	.00	.00
9320	OZAB 2006 bonds 6-06	109,203.00	109,203.00	.00	109,203.25	.00	.25-	.00
9330	DHCD Loan-WoodFuel Dev Reimb 3.54%	93,438.00	93,438.00	.00	93,437.88	.00	.12	.00
9410	Flem. School VPSA 2012 Debt Service	415,471.00	415,471.00	700.00	416,167.50	.00	696.50-	.16-
	DEBT SERVICE	2,099,387.00	2,099,387.00	1,100.00	2,100,484.05	.00	1,097.05-	.05-
	DEBT SERVICE	2,099,387.00	2,099,387.00	1,100.00	2,100,484.05	.00	1,097.05-	.05-
99900	NON DEPARTMENTAL							
1128	Worker's Comp - Self Ins Unemploy C	.00	.00	.00	2,454.56	.00	2,454.56-	100.00-
2210	Rev Refund WoodFuel Developers	106,661.00	106,661.00	.00	.00	.00	106,661.00	100.00
	NON DEPARTMENTAL	106,661.00	106,661.00	.00	2,454.56	.00	104,206.44	97.69
	NON DEPARTMENTAL	106,661.00	106,661.00	.00	2,454.56	.00	104,206.44	97.69
	NON DEPARTMENTAL	21,407,955.00	22,071,620.96	3,367,131.57	20,800,031.77	.00	1,271,589.19	5.76
	--FUND TOTAL--							

- D E T A I L -		- D E T A I L -				- D E T A I L -	
MAJOR ACCT#	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
999	REVENUE - CP / DS RESERVE FUND						
10000	REVENUE FROM LOCAL SOURCES						
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY	.00	.00	719.00	2,552.00	2,552.00-	100.00-
0001	Interest on Investments Reg RCPF	.00	.00	719.00	2,552.00	2,552.00-	100.00-
	REVENUE FROM USE OF MONEY						
	REVENUE FROM USE OF MONEY/PROPERTY	.00	.00	719.00	2,552.00	2,552.00-	100.00-
19000	RECOVERED COSTS						
20000	REVENUE FROM THE COMMONWEALTH						
24040	OTHER CATEGORICAL AID						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	TRANSFER FROM OTHER FUNDS	.00	.00	719.00	2,552.00	2,552.00-	100.00-
	--FUND TOTAL--						

MAJOR ACCT#	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	EXPENDITURES - RESERVE FOR CF/DS FD							
93100	TRANSFER TO OTHER FUNDS							
0302	Transfer to Capital Projects Fund	20,000.00	123,718.00	.00	212,289.00	.00	88,571.00-	71.59-
0305	Trf to Mega Site Indust. Park	.00	92,150.00	.00	25,149.12	.00	67,000.88	72.70
	TRANSFER TO OTHER FUNDS	20,000.00	215,868.00	.00	237,438.12	.00	21,570.12-	9.99-
	TRANSFER TO OTHER FUNDS	20,000.00	215,868.00	.00	237,438.12	.00	21,570.12-	9.99-
	--FUND TOTAL--	20,000.00	215,868.00	.00	237,438.12	.00	21,570.12-	9.99-

- D E T A I L -

7/01/2015 - 6/30/2016

- D E T A I L -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
999	REVENUE - CAPITAL PROJECT FUND						
10000	REVENUE FROM LOCAL SOURCES						
15000	REVENUE FROM USE OF MONEY/PROPERTY						
15010	REVENUE FROM USE OF MONEY	.00	.00	162.00	800.00	800.00-	100.00-
0001	Interest Earned on Bank Deposits	.00	.00	162.00	800.00	800.00-	100.00-
	REVENUE FROM USE OF MONEY			162.00	800.00	800.00-	100.00-
16000	REVENUE FROM USE OF MONEY/PROPERTY	.00	.00	162.00	800.00	800.00-	100.00-
16010	CHARGES FOR SERVICES						
0005	COURT COSTS						
	Courthouse Maintenance Fees (CHMF)	35,500.00	.00	.00	.00	.00	.00
	COURT COSTS	35,500.00	.00	.00	.00	.00	.00
20000	REVENUE FROM THE COMMONWEALTH						
24000	CATEGORICAL AID - STATE						
24040	CATEGORICAL AID - OTHER						
40000	OTHER FINANCING SOURCES						
41000	NON-REVENUE RECEIPTS						
41040	PROCEEDS FROM INDEBTNESS						
41050	FUND TRANSFERS						
0100	Transfer from General Fund	250,000.00	383,289.00	249,316.85	266,316.85	116,972.15	30.51
0135	Transfer from - Reserve for CP/DS	20,000.00	290,375.00	.00	212,289.00	78,086.00	26.89
0999	Trf in fr Fd. 999 Escrow Acct	400,000.00	400,000.00	.00	400,000.00	400,000.00	100.00
	FUND TRANSFERS	670,000.00	1,073,664.00	249,316.85	478,605.85	595,058.15	55.42
	NON-REVENUE RECEIPTS	670,000.00	1,073,664.00	249,316.85	478,605.85	595,058.15	55.42
	-- FUND TOTAL--	705,500.00	1,073,664.00	249,478.85	479,405.85	594,258.15	55.34

MAJOR ACCT #	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	EXPENDITURES - CAPITAL PROJECT FD							
90000	CAPITAL PROJECTS							
91000	CAPITAL IMPROVEMENT PLAN	400,000.00	400,000.00	.00	.00	.00	400,000.00	100.00
91100	NEW CONSTRUCTION, ADD. OR RE	165,000.00	.00	.00	.00	.00	.00	.00
91200	TECHNOLOGY INFRASTRUCTURE	105,000.00	171,114.00	170,586.18	170,586.18	.00	527.82	.30
91201	REPLACE E911 EQUIPMENT	670,000.00	571,114.00	170,586.18	170,586.18	.00	400,527.82	70.13
91300	VEHICLES							
0001	Fire Truck							
0002	Rescue Vehicle - Ambulance							
0011	Sheriff Patrol Vehicle							
91500	MISCELLANEOUS PROJECTS							
93100	CAPITAL IMPROVEMENT PLAN	670,000.00	571,114.00	170,586.18	170,586.18	.00	400,527.82	70.13
0999	TRANSFERS TO OTHER FUNDS	.00	20,000.00	.00	20,000.00	.00	.00	.00
	Trf out to Fd 999 Escrow Acct.	.00	20,000.00	.00	20,000.00	.00	.00	.00
	TRANSFERS TO OTHER FUNDS	.00	20,000.00	.00	20,000.00	.00	.00	.00
94000	CAPITAL PROJECTS							
94000-120	CAPITAL PROJECTS							
	Jarratt Senior Center	.00	.00	.00	.00	.00	.00	.00
94100	LANDFILL CLOSURE							
94250	COMMUNICATIONS	.00	3,559,429.00	28,189.24	2,392,967.84	.00	1,166,461.16	32.77
8212	New Radio System Cost	.00	3,559,429.00	28,189.24	2,392,967.84	.00	1,166,461.16	32.77
94300	EMERG REPAIR JARRATT SENIOR CTR							
94400	RENOVATION OF COUNTY BLDGS	.00	257,550.00	.00	8,233.15	.00	249,316.85	96.80
8212	Renov/Repair Bldg/Phone Sys. Etc.	.00	104,160.00	.00	89,363.00	.00	14,797.00	14.20
8216	Hist, Courthouse Roof Replacement	.00	361,710.00	.00	97,596.15	.00	264,113.85	73.01
94500	SCHOOL PROJECTS							
94700	ANIMAL POUND BLDG & COMPLEX							
94800	WASTE SITE PURCHASE	.00	100,000.00	.00	95,487.45	.00	4,512.55	4.51
8212	Purchase of Waste Site	.00	100,000.00	.00	95,487.45	.00	4,512.55	4.51
94900	WASTE SITE PURCHASE							
0501	COMMONWEALTH ATTYN OFFICE BLDG	.00	.00	.00	8,706.16	.00	8,706.16	100.00
	IT & Other Construction Cost	.00	.00	.00	8,706.16	.00	8,706.16	100.00
	COMMONWEALTH ATTYN OFFICE BLDG	.00	4,021,139.00	28,189.24	2,594,757.60	.00	1,426,381.40	35.47

SUSSEX COUNTY
EXPENDITURE SUMMARY

4/30/2016 *GI.060* Onnie L. Woodruff, Treasurer
FUND # - 302 EXPENDITURES - CAPITAL PROJECT FD

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	DETAILED ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
95300	STONY CREEK SCHOOL SITE							
96000	PUBLIC PARK DEVELOPEMENT	670,000.00	4,612,253.00	198,775.42	2,785,343.78	.00	1,826,909.22	39.60
	-- FUND TOTAL --							

FUND # - 305 REVENUE - MEGA SITE INDUST. PARK

MAJOR ACCT#	DESCRIPTION	- D E T A I L -		7/01/2015 -	6/30/2016	CURRENT	Y-T-D	BALANCE	%
		BUDGET	APPR.	AMOUNT	AMOUNT	AMOUNT	AMOUNT		REMAIN.
999	REVENUE - MEGA SITE INDUST. PARK								
10000	REVENUE FROM LOCAL SOURCE								
15000	REVENUE FROM USE OF MONEY/PROPERTY								
18990	MISCELLANEOUS								
20000	REVENUE FROM THE COMMONWEALTH								
24000	CATEGORICAL AID - STATE								
24040	CATEGORICAL AID - OTHER	.00	875,378.00	.00	875,378.00	.00	226,353.93	649,024.07	74.14
0016	Tobacco Com. Mega Site Prk. (TOBCMS)	.00	875,378.00	.00	875,378.00	.00	226,353.93	649,024.07	74.14
	CATEGORICAL AID - OTHER								
	CATEGORICAL AID - STATE	.00	875,378.00	.00	875,378.00	.00	226,353.93	649,024.07	74.14
40000	OTHER FINANCING SOURCES								
41000	NON-REVENUE RECEIPTS								
41040	PROCEEDS FROM INDEBTNESS								
41050	TRANSFER FROM OTHER FUNDS								
0100	Transfer from Gen Fund (100)	.00	5,114.00	.00	5,114.00	.00	.00	5,114.00	100.00
0135	Transfer from RCPF (135)	.00	92,150.00	.00	92,150.00	.00	25,149.12	67,000.88	72.70
	TRANSFER FROM OTHER FUNDS	.00	97,264.00	.00	97,264.00	.00	25,149.12	72,114.88	74.14
	NON-REVENUE RECEIPTS	.00	97,264.00	.00	97,264.00	.00	25,149.12	72,114.88	74.14
	--FUND TOTAL--	.00	972,642.00	.00	972,642.00	.00	251,503.05	721,138.95	74.14

MAJOR ACCT#	DESCRIPTION	7/01/2015 - BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-D E T A I L-	BALANCE	§ REMAIN.
999	REVENUE - CABIN POINT INDUST. PARK							
10000	REVENUE FROM LOCAL SOURCE							
20000	REVENUE FROM THE COMMONWEALTH							
24000	CATEGORICAL AID - STATE							
24040	CATEGORICAL AID - OTHER							
0016	Tobacco Com. Cabin Pt. Prk. (TOBCCP)	.00	.00	.00	39,932.51		39,932.51	100.00-
	CATEGORICAL AID - OTHER	.00	.00	.00	39,932.51		39,932.51	100.00-
40000	CATEGORICAL AID - STATE							
41000	OTHER FINANCING SOURCES							
41040	NON-REVENUE RECEIPTS							
41050	PROCEEDS FROM INDEBTNESS							
	TRANSFER FROM OTHER FUNDS							
	--FUND TOTAL--	.00	.00	.00	39,932.51		39,932.51	100.00-

6/30/2016 Onnie L. Woodruff *GI060* SUSSEX COUNTY
FUND # - 306 EXPENDITURES - CABIN POINT PARK EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	7/01/2015 BUDGET AMOUNT	6/30/2016 APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	-D E T A I L- ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
999	EXPENDITURES - CABIN POINT PARK							
91400	EXPENDITURES - CABIN POINT PARK	.00	.00	.00	2,606.82	.00	2,606.82	100.00
0101	Professional Services - Land Dev	.00	.00	.00	2,606.82	.00	2,606.82	100.00
	EXPENDITURES - CABIN POINT PARK							
	EXPENDITURES - CABIN POINT PARK	.00	.00	.00	2,606.82	.00	2,606.82	100.00
	-- FUND TOTAL --	.00	.00	.00	2,606.82	.00	2,606.82	100.00



7.06

Sussex County

Environmental



Monthly Report

July 21, 2016
Board Meeting



Origin / Material Summary Report

Atlantic Waste Disposal: S05136 (USA)

Date 06/01/2016 12:00 AM to 06/30/2016 11:59 PM
 Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
Origin Total	WCL	2	0.0	0.00	\$0.00	\$0.00	(\$3,923.51)	(\$3,923.51)
DC	Special Misc-Tons	2	0.0	0.00	\$0.00	\$0.00	(\$3,923.51)	(\$3,923.51)
Origin Total		2	0.0	46.75	\$1,054.22	\$0.00	\$0.00	\$1,054.22
DE	Sandblast Grit-Tons	2	0.0	46.75	\$1,054.22	\$0.00	\$0.00	\$1,054.22
DE	Special Misc-Tons	1	0.0	7.04	\$211.20	\$0.00	\$7.60	\$218.80
Origin Total		1	0.0	11.04	\$331.20	\$0.00	\$0.00	\$331.20
MD	Sludge Indus-Tons	2	0.0	18.08	\$542.40	\$0.00	\$7.60	\$550.00
MD	Sludge Indus-Tons	1	0.0	23.29	\$686.59	\$0.00	\$115.69	\$802.28
Origin Total		10	0.0	244.99	\$7,810.30	\$0.00	\$1,662.80	\$9,473.10
NC	MSWT	11	0.0	268.28	\$8,496.89	\$0.00	\$1,778.49	\$10,275.38
Origin Total		103	0.0	2333.59	\$64,003.11	\$0.00	\$6,273.90	\$70,277.01
NJ	Auto Fluff-Tons	103	0.0	2333.59	\$64,003.11	\$0.00	\$6,273.90	\$70,277.01
Origin Total		186	0.0	14192.53	\$195,431.21	\$0.00	\$0.00	\$195,431.21
NY	MSWT	186	0.0	14192.53	\$195,431.21	\$0.00	\$0.00	\$195,431.21
Origin Total		3252	0.0	74502.31	\$1,691,135.20	\$0.00	\$18,859.49	\$1,709,994.69
NY	OLCHT	1	0.0	22.98	\$0.00	\$0.00	\$0.00	\$0.00
Origin Total		3253	0.0	74525.29	\$1,691,135.20	\$0.00	\$18,859.49	\$1,709,994.69
SUSS BUS	MSWT	18	0.0	123.70	\$0.00	\$0.00	\$0.00	\$0.00
Origin Total		18	0.0	123.70	\$0.00	\$0.00	\$0.00	\$0.00
SUSS RES	MSWT	293	0.0	719.46	\$0.00	\$0.00	\$0.00	\$0.00
Origin Total		293	0.0	719.46	\$0.00	\$0.00	\$0.00	\$0.00
VA	Auto Fluff-Tons	210	0.0	4036.49	\$55,362.69	\$0.00	\$0.00	\$55,362.69
VA	C&D-Tons	4	0.0	33.76	\$695.46	\$0.00	\$0.00	\$695.46
VA	CDTC	12	0.0	48.39	\$1,523.98	\$0.00	\$240.91	\$1,764.89
VA	MSWT	610	0.0	11165.24	\$203,077.90	\$0.00	\$26,898.18	\$229,976.08
VA	OLCHT	3800	100.0	102882.09	\$0.00	\$0.00	\$0.00	\$0.00
VA	Sludge Indus-Tons	117	0.0	2711.11	\$88,944.64	\$0.00	\$17,096.29	\$106,040.93
VA	Special Misc-Tons	20	0.0	272.85	\$8,663.70	\$0.00	\$1,226.32	\$9,890.02
Origin Total		4773	100.0	121149.93	\$358,268.37	\$0.00	\$45,461.70	\$403,730.07



Origin / Material Summary Report

Atlantic Waste Disposal: S05136 (USA)

Date 06/01/2016 12:00 AM to 06/30/2016 11:59 PM
Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
Ticket Totals		8643	100.0	213377.61	\$2,318,931.40	\$0.00	\$68,457.67	\$2,387,389.07



Origin / Material Summary Report

Atlantic Waste Disposal: S05136 (USA)

Date 05/01/2016 12:00 AM to 05/31/2016 11:59 PM
 Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
	TPF	1	0.0	0.00	\$0.00	\$0.00	\$779.05	\$779.05
	WCL	1	0.0	0.00	\$0.00	\$0.00	(\$9,701.63)	(\$9,701.63)
Origin Total		2	0.0	0.00	\$0.00	\$0.00	(\$8,922.58)	(\$8,922.58)
DC	Special Misc-Tons	3	0.0	74.33	\$1,676.14	\$0.00	\$0.00	\$1,676.14
Origin Total		3	0.0	74.33	\$1,676.14	\$0.00	\$0.00	\$1,676.14
DE	MSWT	1	0.0	9.66	\$374.61	\$0.00	\$78.98	\$453.59
DE	Sandblast Grit-Tons	3	0.0	45.32	\$1,359.60	\$0.00	\$48.95	\$1,408.55
DE	Special Misc-Tons	4	0.0	28.55	\$864.65	\$0.00	\$4.01	\$868.66
Origin Total		8	0.0	83.53	\$2,598.86	\$0.00	\$131.94	\$2,730.80
MD	Sludge Indus-Tons	8	0.0	171.60	\$4,864.86	\$0.00	\$819.72	\$5,684.58
Origin Total		8	0.0	171.60	\$4,864.86	\$0.00	\$819.72	\$5,684.58
NC	MSWT	102	0.0	2296.08	\$62,964.04	\$0.00	\$6,323.61	\$69,287.65
Origin Total		102	0.0	2296.08	\$62,964.04	\$0.00	\$6,323.61	\$69,287.65
NJ	Auto Fluff-Tons	180	0.0	14382.12	\$198,041.84	\$0.00	\$0.00	\$198,041.84
NJ	MSWT	1	0.0	4.88	\$189.25	\$0.00	\$39.38	\$228.63
Origin Total		181	0.0	14387.00	\$198,231.09	\$0.00	\$39.38	\$198,270.47
NY	MSWT	2906	0.0	64900.17	\$1,465,868.8	\$0.00	\$16,719.77	\$1,482,588.5
Origin Total		2906	0.0	64900.17	\$1,465,868.8	\$0.00	\$16,719.77	\$1,482,588.5
SUSS BUS	MSWT	21	0.0	137.17	\$0.00	\$0.00	\$0.00	\$0.00
Origin Total		21	0.0	137.17	\$0.00	\$0.00	\$0.00	\$0.00
SUSS RES	MSWT	276	0.0	662.32	\$0.00	\$0.00	\$0.00	\$0.00
Origin Total		276	0.0	662.32	\$0.00	\$0.00	\$0.00	\$0.00
VA	Auto Fluff-Tons	215	0.0	4347.46	\$59,864.55	\$0.00	\$0.00	\$59,864.55
VA	C&D-Tons	3	0.0	31.07	\$640.04	\$0.00	\$0.00	\$640.04
VA	CDTC	9	0.0	51.14	\$1,435.67	\$0.00	\$188.24	\$1,623.91
VA	MSWT	557	0.0	10020.96	\$182,074.72	\$0.00	\$26,956.86	\$209,031.58
VA	OLCHT	4187	0.0	113330.13	\$0.00	\$0.00	\$0.00	\$0.00
VA	SludgeIndus-Tons	173	0.0	4052.63	\$132,154.76	\$0.00	\$23,233.26	\$155,388.02
VA	Special Misc-Tons	15	0.0	120.91	\$2,949.76	\$0.00	\$149.33	\$3,099.09
Origin Total		5159	0.0	131954.30	\$379,119.50	\$0.00	\$50,527.69	\$429,647.19



Origin / Material Summary Report
Atlantic Waste Disposal: S05136 (USA)

Customer: All | Operation Type: All | Ticket Type: All | Customer Type: All | PMT Category: All | Profile:
 Date 05/01/2016 12:00 AM to 05/31/2016 11:59 PM

Origin	Material	Loads	Yards	Tons	Material Rev	Tax Rev	Surch. Rev	Total
		8666	0.0	214666.50	\$2,115,323.30	\$0.00	\$65,639.53	\$2,180,962.83
Ticket Totals								

Community Development



July 21, 2016

Monthly Report



MEMORANDUM

DATE: July 8, 2016
 TO: Vandy Jones, Deputy County Administrator
 FROM: Andre M. Greene, Director of Community Development *AMG*
 SUBJECT: June 2016 - Monthly Report

Please accept this as the June 2016 update for the Community Development Department.

- June 2016

<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>
15	10	2	5	85	\$1,563,291	\$8,974.78

- June 2016

<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>
15	13	5	2	44	\$723,920	\$5,496.57

- Iluka Resources – Installation of a temporary office/construction trailer has begun.
- Waste Management Leachate Plant – Concrete tanks - construction has begun.
- Waste Management Leachate Plant – Five steel tanks – construction has begun.
- Waste Management Leachate Plant – Underground electrical – construction has begun.
- Waste Management Leachate Plant – Building/Process electrical - construction has begun.
- Waste Management Leachate Plant – Two (2) building shells - construction has begun.
- Waste Management Leachate Plant – Building Electrical – installation has begun.
- Waverly Mini Mart – Re-opening. Project completed – store is open for business.
- Improvement Association – Plans for the new commercial office and educational building have been reviewed; awaiting re-submittal of plans.

- IndMar Coating – New commercial building - construction has begun and inspections are being performed.
- Davis Oil – Convenience store and Wendy’s restaurant – construction has begun and inspections are being performed.
- Davis Oil – Fuel tanks and canopy – construction has begun and inspections are being performed.
- Wakefield Municipal Airport – Fuel Farm – construction has begun and inspections being performed.
- Town of Wakefield – Installing an exterior egress stairway due to installation of chairlift located in the stairway inside the building. Plans have been submitted, approved, and permits issued. Inspections performed and found the stairway not to the engineered drawings and non-compliant. The chairlift has been completed and approved; however the project cannot be completed until the stairway has been completed.
- Hunting Quarter Church – construction has begun and inspections are being completed.
- Bethesda Church – Awaiting re-submittal of plans.

Site Plan/Erosion and Sediment Control

- Church of JCLDS Wakefield – plans approved for parking lot.
- Davis Oil – (Convenience Store and off site area) – construction has begun and inspections are being performed.
- Waste Management – Construction has begun and inspections are being performed.
- Improvement Association – Plans for new commercial office and educational building have been reviewed; awaiting; awaiting re-submittal of plans.
- One (1) land disturbance permit was issued.
- One (1) E & S plan was reviewed and is pending approval.
- One (1) Agreement- in- Lieu of an Erosion & Sediment Control Plan was received.
- One pre-construction meeting was held.

Planning/Zoning/Community Development/Economic Development

- Seven (7) zoning permits were issued.
- One (1) plat was approved.
- Two E-911 addresses were assigned.
- Staff attended and facilitated a regular meeting/public hearing of the Sussex County Planning Commission on June 6, 2016.
- Staff attended a management team meeting for the Pocahontas Neighborhood Improvement Project on June 21, 2016.
- Staff attended the community meeting for the proposed Sappony Solar Project at the Hampton Inn-Stony Creek on June 21, 2016.
- Staff attended and received housing inspection training for the Housing Choice Voucher (Section 8) Program on June 29, 2016.
- Staff attended a meeting with VEDP, Gateway, and an industrial prospect on June 28, 2016.

NEW BUSINESS #10.01
Meals Tax Discussion

The subject of a meals tax was brought up during the budget planning process. Per the County Attorney, the following must occur:

Section 58.1-3833: This tax shall be levied only if the tax is approved in a referendum within the county which shall be held in accordance with § 24.2-684 and initiated either by a resolution of the board of supervisors or on the filing of a petition signed by a number of registered voters of the county equal in number to 10 percent of the number of voters registered in the county, as appropriate on January 1 of the year in which the petition is filed with the court of such county. The clerk of the circuit court shall publish notice of the election in a newspaper of general circulation in the county once a week for three consecutive weeks prior to the election. If the voters affirm the levy of a local meals tax, the tax shall be effective in an amount and on such terms as the governing body may by ordinance prescribe. If such resolution of the board of supervisors or such petition states for what projects and/or purposes the revenues collected from the tax are to be used, then the question on the ballot for the referendum shall include language stating for what projects and/or purposes the revenues collected from the tax are to be used.

In addition, according to Beau Blevins, VACo's Director of Intergovernmental Affairs, the VACo Finance Steering Committee has been meeting to discuss issues surrounding meals tax. As a matter of fact, he stated that the Committee has requested that he start looking at the next steps and start drafting a potential statement to support legislative action giving counties the ability to adopt a meals tax without a referendum.

Mr. Blevins is supposed to contact me with an updated report within the next few days. At this time, staff is requesting that the Board provide direction on how they wish to proceed.

Mr. Blevins provided a copy of an analysis of potential county meals tax using taxable sales from food and drinking establishments and a copy follows this summary sheet.

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Places		Meals Tax		Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate		Town APA Meals Revenue	Hypothetical County Rate	County Meals Tax	Est. Net
	Drinking Places	Food and Drinking Places	Rate 2015	Rate 2015				Town Meals Tax Rate	Town Meals Revenue				
	PDC	2015 #	2015 Taxable Sales	2015	2015	FY 2015							
Lee County	1	20	\$8,737,058		\$0	\$0					0.070	\$611,594	
Norton City	1	25	\$16,863,504	0.07	\$1,180,445	\$1,360,014					0.070	\$1,138,788	City
Scott County	1	30	\$16,268,402		\$0	\$0					0.070	\$1,001,714	
Wise County	1	47	\$29,390,011		\$0	\$0	Wise		0.070	1,055,587			
Buchanan County	2	25	\$12,193,755		\$0	\$0					0.020	\$243,875	
Dickenson County	2	18	\$6,025,180	0.02	\$120,504	n/a							existing
Russell County	2	35	\$21,342,914		\$0	\$0					0.020	\$426,858	
Tazewell County	2	75	\$48,780,710		\$0	\$0	Bluefield, Richlands		0.050	\$1,957,583	0.050	\$481,453	
Bland County	3	17	\$5,061,106	0.04	\$202,444	\$99,490							existing
Bristol City	3	70	\$68,280,311	0.07	\$4,779,622	\$5,749,073							City
Carroll County	3	34	\$18,424,336	0.04	\$736,973	\$384,398							existing
Galax City	3	44	\$22,928,170	0.07	\$1,604,972	\$1,949,064							City
Grayson County	3	19	\$3,095,199		\$0	\$0					0.040	\$123,808	
Smyth County	3	57	\$25,677,647		\$0	\$0					0.040	\$1,027,106	
Washington County	3	107	\$54,478,975		\$0	\$0	Abingdon		0.070	\$851,031	0.040	\$1,328,128	
Wythe County	3	56	\$38,529,546	0.04	\$1,541,182	\$772,865	Wytheville		0.070	\$2,516,774			existing
Floyd County	4	29	\$8,563,927		\$0	\$0					0.040	\$342,557	
Giles County	4	31	\$16,126,773		\$0	\$0					0.040	\$645,071	
Montgomery County	4	186	\$153,483,549	0.04	\$6,139,342	\$282,496	christiansburg		.06, .075	\$11,409,091	0.040		existing
Pulaski County	4	60	\$43,397,356	0.04	\$1,735,894	\$1,407,016	Pulaski		0.060	\$667,037	0.040		existing
Radford City	4	41	\$21,198,998	0.055	\$1,165,945	\$1,121,722					0.040		City
Alleghany County	5	27	\$12,693,504	0.04	\$507,740	\$351,684	clifton forge		0.050	\$209,931			existing
Botetourt County	5	63	\$24,076,098	0.04	\$963,044	\$1,244,855							existing
Covington City	5	22	\$9,642,989	0.08	\$771,439	\$951,890							City
Craig County	5	5	\$636,738	0.04	\$25,470	\$79,856							existing
Roanoke City	5	294	\$230,485,877	0.05	\$11,524,294	\$13,856,899							City
Roanoke County	5	151	\$119,915,024	0.04	\$4,796,601	\$4,015,526	Vinton		0.050	\$915,818			existing
Salem City	5	101	\$67,684,052	0.06	\$4,061,043	\$4,464,873							City
Augusta County	6	102	\$44,123,591	0.04	\$1,764,944	\$2,320,903							existing

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

Food and		Drinking	Food and Drinking	Meals Tax	Calculated	APA Meals Tax	Towns	Town Meals	Town APA	Hypothetical	County Rate	County Meals	Est. Net
Placed	Places	Places	Places	Rate	2015	FY 2015		Tax Rate	Meals Revenue	County Rate		Tax	Meals
PDC	2015 #	2015 Taxable Sales	2015	2015	2015								
Bath County	6	\$2,554,042		0.04	\$102,162	\$691,592							existing
Buena Vista City	6	\$4,658,076		0.06	\$279,485	\$326,384							City
Harrisonburg City	6	\$140,133,098		0.065	\$9,108,651	\$11,050,508							City
Highland County	6	\$891,191			\$0	\$0							City
Lexington City	6	\$16,694,951		0.06	\$1,001,697	\$1,073,777							City
Rockbridge County	6	\$22,113,566		0.04	\$884,543	\$1,341,603							existing
Rockingham County	6	\$48,200,127		0.04	\$1,928,005	\$1,034,025	Bridgewater	0.060	\$466,633				existing
Staunton City	6	\$44,949,280		0.06	\$2,696,957	\$3,099,130							City
Waynesboro City	6	\$56,340,162		0.06	\$3,380,410	\$4,040,759							City
Clarke County	7	\$6,725,229			\$0	\$0							\$269,009
Frederick County	7	\$90,615,954		0.04	\$3,624,638	\$4,533,520							existing
Page County	7	\$18,932,895		0.04	\$757,316	\$272,757	Luray	0.040	\$634,526				existing
Shenandoah County	7	\$38,008,667			\$0	\$0	woodstock, strasburg	.05, .05	\$1,685,769				-\$165,422
Warren County	7	\$38,923,407		0.04	\$1,556,936	\$871,933	Front Royal	0.040	\$1,446,707				existing
Winchester City	7	\$104,134,258		0.06	\$6,248,055	7,456,044							City
Alexandria City	8	\$393,635,379		0.04	\$15,745,415	\$17,635,886							City
Arlington County	8	\$712,618,176		0.04	\$28,504,727	\$36,508,911							existing
Fairfax City	8	\$160,193,810		0.04	\$6,407,752	\$5,771,329							City
Fairfax County	8	\$2,155,644,776			\$0	\$0	vienna, hernden	.03, .025	\$4,461,205				\$81,764,586
Falls Church City	8	\$63,414,644		0.04	\$2,536,586	\$2,820,872							City
Loudoun County	8	\$681,915,605			\$0	\$0	Leesburg, purcellville	.035, .05	\$6,628,677				\$20,647,947
Manassas City	8	\$90,748,720		0.04	\$3,629,949	\$3,406,893							City
Manassas Park City	8	\$6,960,653		0.04	\$278,426	\$344,444							City
Prince William County	8	\$613,133,458			\$0	\$0	dumfries	0.040	\$643,717				\$23,881,621
Culpeper County	9	\$58,093,764			\$0	\$0	culpeper	0.060	\$3,727,506				-\$241,880
Fauquier County	9	\$88,132,416			\$0	\$0	warrenton	0.040	\$2,265,639				\$1,259,658
Madison County	9	\$6,720,476		0.04	\$268,819	\$380,853							existing
Orange County	9	\$33,909,411		0.04	\$1,356,376	\$742,794	Orange	0.080	\$1,096,455				existing
Rappahannock County	9	\$3,843,729		0.04	\$153,749	\$179,707							existing
Albemarle County	10	\$134,550,616		0.04	\$5,382,025	\$6,950,994							existing

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and		Food and Drinking		Meals Tax		Calculated		APA Meals Tax		Towns	Town Meals	Town APA	Hypothetical	County Meals	Est. Net		
	Drinking	Placing	Placing	Placing	Rate	2015	2015	FY 2015	Tax Rate	Meals Revenue		County Rate	County Tax					
	Places	2015 #	2015 Taxable Sales	2015	2015	2015	2015	2015	2015	2015								
Charlotteville City	PDC	293	\$192,139,787	0.05	\$9,606,989	\$8,703,398										City		
Filivanna County		26	\$8,400,298		\$0	\$0										0.040	\$336,012	
Greene County		35	\$14,594,343	0.04	\$583,774	\$697,086											existing	
Louisa County		53	\$27,656,887	0.04	\$1,106,275	\$853,460											existing	
Nelson County		35	\$7,478,168	0.04	\$299,127	\$976,490											existing	
Amherst County		44	\$25,986,742	0.04	\$1,039,470	\$918,812											existing	
Appomattox County		22	\$10,819,626		\$0	\$0											0.040	\$432,785
Bedford County		129	\$42,789,664	0.04	\$1,711,587	\$1,409,267	Bedford										0.040	existing
Campbell County		106	\$48,964,574		\$0	\$28,916											0.040	\$1,958,583
Lynchburg City		239	\$173,745,316	0.065	\$11,293,446	\$0												City
Danville City		120	\$107,334,254	0.06	\$6,440,055	\$7,013,637												City
Franklin County		97	\$47,800,620	0.04	\$1,912,025	\$1,043,851	Rocky Mount											existing
Henry County		65	\$37,560,903	0.04	\$1,502,436	\$2,127,100												existing
Martinsville City		47	\$25,979,814	0.065	\$1,688,688	\$1,665,418												City
Patrick County		35	\$8,359,673		\$0	\$0												\$334,387
Pittsylvania County		52	\$21,301,215	0.04	\$852,049	\$724,142												existing
Brunswick County		17	\$5,061,106		\$0	\$0												\$202,444
Halifax County		60	\$33,556,701	0.04	\$1,342,268	\$288,339	South Boston											existing
Mecklenburg County		68	\$38,128,555		\$0	\$0	South Hill											\$343,297
Amelia County		18	\$5,973,537		\$0	\$0												\$238,941
Buckingham County		10	\$5,097,922		\$0	\$0												\$203,917
Charlotte County		19	\$3,492,863		\$0	\$0												\$139,715
Cumberland County		7	\$1,913,927		\$0	\$0												\$76,557
Lunenburg County		17	\$2,338,931		\$0	\$0												\$93,557
Nottoway County		32	\$12,151,069		\$0	\$0	blackstone											\$231,924
Prince Edward County		55	\$32,190,135		\$0	\$0	Farmville											-\$95,006
Charles City County		15	\$0		\$0	\$0												n/a
Chesterfield County		502	\$485,100,158		\$0	\$0												\$19,404,006
Goochland County		52	\$27,487,365		\$0	\$0												\$1,099,495

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Establishments	Food and Drinking Places	Meals Tax Rate 2015	Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	Est. Net Meals Tax
	Food and Drinking Establishments									
	PDC									
	Hanover County	15	198	\$142,549,007	\$0	\$0 Ashland	0.050	\$1,945,952	0.040	\$3,756,008 existing
	Henrico County	15	672	\$664,826,274	\$26,593,051	\$26,783,247				\$3,756,008 existing
	New Kent County	15	47	\$15,959,545	\$638,382	\$748,545				\$3,756,008 existing
	Powhatan County	15	42	\$18,478,225	\$0	\$0				\$3,756,008 existing
	Richmond City	15			\$0	30,444,280				\$3,756,008 existing
	Caroline County	16	50	\$25,146,554	\$1,005,862	\$1,109,995				\$3,756,008 existing
	Fredericksburg City	16	177	\$148,268,379	\$8,896,103	\$10,115,765				\$3,756,008 existing
	King George County	16	39	\$17,650,440	\$706,018	\$999,806				\$3,756,008 existing
	Spotsylvania County	16	236	\$170,513,199	\$6,820,528	\$8,154,067				\$3,756,008 existing
	Stafford County	16	189	\$149,700,757	\$5,988,030	\$7,102,018				\$3,756,008 existing
	Lancaster County	17	38	\$14,125,340	\$0	\$0				\$3,756,008 existing
	Northumberland County	17	23	\$4,869,765	\$0	\$0				\$3,756,008 existing
	Richmond County	17	17	\$6,194,154	\$0	\$0				\$3,756,008 existing
	Westmoreland County	17	33	\$11,915,852	\$0	\$0 colonial beach	0.050	\$416,940	0.040	\$3,756,008 existing
	Essex County	18	32	\$18,751,378	\$0	\$0				\$3,756,008 existing
	Gloucester County	18	79	\$45,329,548	\$1,813,182	\$1,896,892				\$3,756,008 existing
	King and Queen County	18			\$0	\$0				\$3,756,008 existing
	King William County	18	33	\$12,581,378	\$503,255	\$288,588 west pt	0.040	\$268,396	0.040	\$3,756,008 existing
	Mathews County	18	24	\$4,982,950	\$0	\$0				\$3,756,008 existing
	Middlesex County	18	36	\$8,522,032	\$340,881	\$349,873				\$3,756,008 existing
	Colonial Heights City	19	87	\$95,426,452	\$5,725,587	\$6,321,168				\$3,756,008 existing
	Dinwiddie County	19	25	\$12,938,841	\$517,554	\$711,002				\$3,756,008 existing
	Emporia City	19	27	\$21,929,501	\$1,644,713	\$1,833,497				\$3,756,008 existing
	Greensville County	19	7	\$5,787,818	\$231,513	\$192,835				\$3,756,008 existing
	Hopewell City	19	50	\$29,862,521	\$1,642,439	\$1,776,247				\$3,756,008 existing
	Petersburg City	19	90	\$45,936,126	\$2,756,168	\$2,571,793				\$3,756,008 existing
	Prince George County	19	34	\$16,969,448	\$678,778	\$998,751				\$3,756,008 existing
	Surry County	19	8	\$1,420,460	\$0	\$0				\$3,756,008 existing
	Sussex County	19	15	\$5,386,026	\$0	\$0				\$3,756,008 existing

Analysis of Potential County Meals Tax Using Taxable Sales From Food and Drinking Establishments

	Food and Drinking Places		Food and Drinking Places	Meals Tax		Calculated 2015	APA Meals Tax FY 2015	Towns	Town Meals Tax Rate	Town APA Meals Revenue	Hypothetical County Rate	County Meals Tax	Est. Net
	Drinking Places	2015 #		Rate 2015	2015								
Accomack County		91	\$38,490,236	0.04	\$0		\$0	0.050		0.040	\$1,539,609	existing	
Northampton County		34	\$19,084,834		\$763,393		\$294,727	0.050				existing	
Chesapeake City	447		\$376,970,529	0.055	\$20,733,379		\$24,523,112					City	
Franklin City	34		\$17,657,380	0.065	\$1,147,730		\$1,439,601					City	
Hampton City	283		\$220,210,597	0.075	\$16,515,795		\$19,470,911					City	
Isle of Wight County	67		\$30,638,029	0.04	\$1,225,521		\$335,721	0.060	\$1,448,159			existing	
James City County	114		\$115,792,046	0.04	\$4,631,682		\$6,600,364					existing	
Newport News City	405		\$287,581,178	0.075	\$21,568,588		\$24,136,927					City	
Norfolk City	568		\$419,447,279	0.065	\$27,264,073		\$27,618,544					City	
Poquoson City	33		\$10,396,466	0.06	\$623,788		\$747,032					City	
Portsmouth City	175		\$97,262,903	0.065	\$6,322,089		\$7,736,074					City	
Southampton County	19		\$3,970,811	0.04	\$158,832		\$169,062					existing	
Suffolk City	158		\$106,123,620	0.065	\$6,898,035		\$8,378,267					City	
Virginia Beach City	1,058		\$931,731,657	0.055	\$51,245,241		\$59,968,375					City	
Williamsburg City	95		\$98,423,072	0.05	\$4,921,154		\$6,819,384					City	
York County	151		\$122,365,520	0.04	\$4,894,621		\$5,804,260					existing	

NEW BUSINESS #10.02
Authorization to Advertise RFP for Emergency Medical Services

Sussex County's volunteer rescue squads currently have three (3) contracts for emergency medical services. There are two (2) EMS contracts with Medical Transport, LLC (MTI) which operates out of the Waverly Volunteer Rescue Squad. One of the contracts is between the Squad and MTI and the other contract is between the County and MTI. However, the County pays for both contracts. The third contract which is with Life Star Ambulance Services and they operate out of the Stony Creek Volunteer Rescue Squad.

Both contracts went into effect several years ago and staff is recommending that an RFP process be completed for and that the Board authorize one contractor to provide countywide services.

Request: That the Board of Supervisors authorize staff to prepare and advertise a Request For Proposals for Emergency Medical Services.

NEW BUSINESS #10.03
Consideration of Real Estate Rate

At the Board meeting held on Monday, June 27th, the real estate tax rate in the amount of fifty-eight cents per hundred dollar valuation was approved. Vice Chair Seward has requested that this item be placed on the agenda for Board discussion and a perhaps offer a request to lower the rate to fifty-seven and one-half cents per hundred dollar valuation.

The County Attorney will provide more guidance on this subject matter at the meeting.

NEW BUSINESS #10.04
Planning Commission Membership

Following this summary sheet is information provided by Mr. Andre M. Greene, Director of Community Development, as it relates to the Planning Commission Membership. A copy of Mr. Greene's documentation follows this summary sheet.

Staff is requesting directions from the Board at this time.



MEMORANDUM

DATE: July 8, 2016

TO: Deborah A. Davis, County Administrator

FROM: Andre M. Greene, Director of Community Development

SUBJECT: Sussex County's Planning Commission Membership

At a budget work session with the Board of Supervisors a question was raised as to whether or not the Sussex County Planning Commission had too many members. I posed this question to the Planning Commission, as requested, at their regular meeting held on June 6th. The majority of the Planning Commission members stated that they do not feel the Commission is too large and as one Commissioner firmly stated, "they did not request to be enlarged as that decision was made by the Board of Supervisors." One Commissioner (Bracy) did articulate that he felt the Commission had too many members and stated that he would be willing to resign. Since the Planning Commission meeting, Commissioner Gurney Cowling, Jr. has called the office to verbally resign his position. I have requested his resignation in writing but, to date, I have not received it.

As requested by the Board, staff has compiled a summary which outlines the number of Planning Commission members that serve on the Planning Commission in various counties through-out Virginia (see attached). Also, for your review and convenience, I have attached Section 15.2-2212 of the Code of Virginia which outlines the Board's responsibility, as the governing body, as it relates to the Planning Commission.

It is staff's opinion that any decision(s) regarding the size and/or composition of the Planning Commission should be made by the Board of Supervisors.

PLANNING COMMISSION MEMBERSHIP IN VARIOUS VIRGINIA LOCALITIES

COUNTY	TOTAL # PLANNING COMMISSIONERS	TOTAL # ELECTION DISTRICTS
Amelia	11	5
Brunswick	10	5
Charles City	7	3
Clarke	12	5
Cumberland	9	5
Dinwiddie	7	5
Essex	11	4
Fairfax	12	10
Fredrick	13	7
Gloucester	13	7
Greensville	9	4
Isle of Wight	11	5
King George	10	5
King William	9	5
Lunenburg	8	7
Nottoway	14	5
Prince George	7	*2
Southampton	9	7
Surry	11	5
Sussex	13	6

- Prince George County has only two (2) elections districts but has a total of five (5) BOS members

§ 15.2-2212. Qualifications, appointment, removal, terms and compensation of members of local planning commissions

A local planning commission shall consist of not less than five nor more than fifteen members, appointed by the governing body, all of whom shall be residents of the locality, qualified by knowledge and experience to make decisions on questions of community growth and development; provided, that at least one-half of the members so appointed shall be owners of real property. The local governing body may require each member of the commission to take an oath of office.

One member of the commission may be a member of the governing body of the locality, and one member may be a member of the administrative branch of government of the locality. The term of each of these two members shall be coextensive with the term of office to which he has been elected or appointed, unless the governing body, at the first regular meeting each year, appoints others to serve as their representatives. The remaining members of the commission first appointed shall serve respectively for terms of one year, two years, three years, and four years, divided equally or as nearly equal as possible between the membership. Subsequent appointments shall be for terms of four years each. The local governing bodies may establish different terms of office for initial and subsequent appointments including terms of office that are concurrent with those of the appointing governing body. Vacancies shall be filled by appointment for the unexpired term only.

Members may be removed for malfeasance in office. Notwithstanding the foregoing provision, a member of a local planning commission may be removed from office by the local governing body without limitation in the event that the commission member is absent from any three consecutive meetings of the commission, or is absent from any four meetings of the commission within any 12-month period. In either such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.

The local governing body may provide for compensation to commission members for their services, reimbursement for actual expenses incurred, or both.

Code 1950, §§ 15-901, 15-916, 15-963; 1956, cc. 282, 497; 1960, c. 309; 1962, c. 407, § 15.1-437; 1973, c. 160; 1974, c. 521; 1986, c. 208; 1988, c. 256; 1997, c. 587; 2006, c. 687.