

**Sussex County Board of Supervisors Regular Meeting**  
**Thursday, November 18, 2021 – 6 pm**  
**General District Courtroom – Sussex Judicial Center**  
**15098 Courthouse Road, Sussex VA 23884**

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**1. Commencement**

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

**2. Approval of Consent Agenda**

- 2.01 Approval of Minutes: Corrected September 16 and October 21, 2021 Regular Meeting
- 2.02 Warrants and Vouchers
- 2.03 Treasurer's Report – *for information only*
- 2.04 Financial Update – *for information only*
- 2.05 Departmental Reports – *for information only*
- 2.06 Fuel Tank Donation to Surry County
- 2.07 Surry Building Official Memorandum of Agreement (MOA) Amendment
- 2.08 Opioid Settlement

**3. Recognitions/Awards/Presentation**

- 3.01 Animal Services Update – Ms. Debbie Broughton
- 3.02 County Property Reassessment – Mr. Pearson

**4. Public Hearing**

- 4.01 Sale of County-owned Property
  - A. Citizens Comments
  - B. Board Member Comments
  - C. Action, if any
- 4.02 Regional Industrial Facilities Authority (RIFA) Consideration of Ordinance and Resolutions
  - A. Citizens Comments
  - B. Board Member Comments
  - C. Action, if any

**5. Appointments**

- 5.01 Nomination for Appointment to Board of Equalization
- 5.02 Sussex Service Authority Alternate At-Large Position
- 5.03 Appointment to the Department of Social Services Advisory Board

**6. Action Items**

- 6.01 Use of ARPA Funding
- 6.02 Board of Supervisors Vacancy – Waverly District

**7. Citizens' Comments**

**8. Unfinished Business** – none

**9. New Business** – none

**10. Board Members Comments**

10.01 Blackwater District

10.02 Courthouse District

10.03 Henry District

10.04 Stony Creek District

10.05 Wakefield District

10.06 Waverly District

**11. Closed Session** – none

**12. Recess/Adjournment**

12.01 Recess/Adjournment

12.02 Next Regular Meeting, December 16, 2021 @ 6 p.m.

**At a Regular Meeting of the  
Sussex County Board of Supervisors  
Thursday, October 21, 2021 at 6 pm**

**BOARD MEMBERS PRESENT**

C. Eric Fly, Sr.  
Debbie P. Jones  
Wayne O. Jones  
Susan M. Seward  
Rufus E. Tyler, Sr.  
Steve White, Tie Breaker

**BOARD MEMBERS ABSENT**

Marian D. Johnson

**STAFF PRESENT:**

Richard Douglas, County Administrator  
Jeff Gore, County Attorney  
Ellen G. Boone, Commissioner of the Revenue  
Deste J. Cox, Treasurer  
G. Reid Foster, Public Safety  
Pamela Jones, Sheriff's Office  
Kelly W. Moore, Director of Finance  
Michael Poarch, Planner  
Beverly Walkup, Director of Planning  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board of Supervisors

**1. Commencement**

1.01 Call to Order/Determine Quorum (6:15 p.m.)

The October 21, 2021 rescheduled meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

1.02 The Invocation

The Invocation was offered by Supervisor Tyler.

1.03 The Pledge of Allegiance

The Pledge of Allegiance was recited by all.

1.04 Agenda Amendments

There were no agenda amendments.

### 1.05 Approval of Agenda

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR \_\_\_\_\_ and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the October 21, 2021 regular agenda was approved as presented. All Board members present voted aye.

## **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR \_\_\_\_\_, seconded by SUPERVISOR \_\_\_\_\_ and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Consent agenda inclusive of the following: (a) September 13 Joint Finance and Personnel Committee and September 16, 2021 Regular Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; (e) Departmental Reports; and (f) Appropriation of Law Enforcement Bonus. All Board members present voted aye.

## **3. Recognitions/Awards/Presentation**

### 3.01 CDBG Program Update and Mission Ministries Housing Donation – Ms. Beverly Walkup

Ms. Beverly Walkup, Planning Director, gave a brief CDBG program update on the Urgent Need and Pocahontas Block Grants.

Ms. Walkup introduced Mr. Robert Spain, with CHA, the new Program Management Consultant.

Mission Ministries will be in attendance to present donations in the amount of \$2,500 (Mission Ministries \$1,900 and Food Pantry \$600.).

Ms. Walkup recognized and introduced Sharon with Mission Ministries.

Resolution 21-94 FY22 Budget Amendment was included in the Board packet.

ON MOTION OF SUPERVISOR \_\_\_\_\_, seconded by SUPERVISOR \_\_\_\_\_ and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and adopts resolution for FY22 budget amendment, to-wit:

WHEREAS, the Sussex County Board of Supervisors held its regular meeting on October 21, 2021 at the Sussex County Courthouse; and

WHEREAS, Mission Ministries, along with the help of Horizon Health, will makes a donation from a disaster relief fund to Sussex County's disaster relief fund; and

WHEREAS, Mission Ministries donated \$1,900 and Horizon Health donated \$600 to help with a housing project; and

WHEREAS, the Sussex County Board of Supervisors accepts this heartfelt donation in the amount of \$2,500.

NOW THEREFORE BE IT RESOLVED that the Sussex County Board of Supervisors hereby adopts the following budget amendment for the Community Development be and is hereby made for the period of July 1, 2021 through June 30, 2022.

FUND # 100 GENERAL FUND

REVENUE

Fund 100 Local Revenue	\$2,500
Total Revenues	\$2,500

EXPENDITURE

Fund 100 Community Development	\$2,500
Total Expenditures	\$2,500

All Board members present voted aye.

3.02 Erosion and Sediment Control (ESC) Certification Recognition for Mr. Michael Poarch – Ms. Beverly Walkup

Ms. Beverly Walkup stated that the Commonwealth of Virginia requires each locality to have a Certified Combined Administrator on staff for Erosion and Sediment Control. If not, the County would have to contract this service out to a firm or individual that is certified under the state's requirements.

Mr. Michael Poarch was hired in March 2021 under The Berkley Group contract. He completed his certification as Erosion and Sediment Control Combined Administrator within 4 months satisfying this requirement, and saving the County money and time by providing this service in-house.

A copy of the Erosion and Sediment Control Combined Administrator Certification for Michael Poarch was included in the Board packet.

3.03 Proposed Regional Industrial Facilities Authority (RIFA) – Mr. Keith Boswell, Virginia Gateway Region

Keith Boswell, Executive Director of Virginia's Gateway Region, gave an overview of a proposed Regional Industrial Facilities Authority (RIFA) to accommodate joint economic development projects. Staff has been working with regional county administrators/city managers, Gateway staff, and their retained legal counsel to develop this concept, and strongly recommends that the Board of Supervisors move forward with the process of establishing a RIFA. A RIFA Agreement Creating Virginia's Gateway RIFA, RIFA ordinance, RIFA Bylaws, and draft Notice of Public Hearing are attached for your review.

It was noted that if engaged in lots of projects, there are potential costs.

Staff recommends that a public hearing be scheduled for the November regular meeting to consider the establishment of a RIFA.

Copies of RIFA Agreement Creating Virginia's Gateway RIFA, RIFA ordinance, RIFA Bylaws, and draft Notice of Public Hearing were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the Public Hearing for the November regular meeting to consider the establishment of a Regional Industrial Facilities Authority (RIFA).

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

Voting nay: none

Absent: Supervisor Johnson

#### 3.04 VDOT Proposed through Truck Restrictions – Mr. Jerry Kee, VDOT

Mr. Jerry Kee, with VDOT, advised that this was an informational meeting. He discussed a proposal from the Prince George County Board of Supervisors to restrict truck traffic on Rowanty Road and Zion Road, which extend between Prince George County and Sussex County in the vicinity of I-95, State Route 35, and Cabin Point Road (see attached map). These roads have seen an increased amount of truck traffic in an effort of truck drivers to avoid the I-95 scales. While Railroad Bed Road has a minimal section in Prince George County, staff recommends that this road also be added for consideration, due to its close proximity to Zion Road. If the Board of Supervisors is in agreement to move forward with the truck restriction process, a public hearing would be scheduled and anticipated to be held in January 2022.

Staff recommends that a public hearing be scheduled by VDOT in coordination with Prince George County to consider these truck restrictions, but to also include Railroad Bed Road.

A copy of the VDOT Proposed Truck Restricted Road Map was included in the Board packet. Mr. Kee provided the Board with a copy of the VDOT manual as well.

ON MOTION OF SUPERVISOR TYLER, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes a Public Hearing, at the appropriate time, by VDOT in coordination with Prince George County to consider these truck restrictions, but to also include Railroad Bed Road

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

Voting nay: Supervisor Fly

Absent: Supervisor Johnson

## **4. Public Hearing**

### 4.01 Henry Technology Park and Commerce Center Hunting Lease

Chairman Seward opened the Public Hearing.

County Administrator Douglas stated that staff requested bids and advertised a public hearing to consider hunting leases for the county-owned Henry Technology Park and Commerce Center property near Jarratt. This property has been under lease to a hunt club for the past several years, but the current lease and lease extensions have ended. As BFPC finalizes its assessment of county-owned industrial sites and recommendations on how to proceed with each site, staff recommends that a one-year non-renewable lease be considered.

Mr. Douglas stated that the public hearing has been properly advertised. County Administrator Douglas stated that bids were received from Cemetery Ridge Hunting Club and Bent Barrel Hunting Club.

The bids were discussed.

Public comments were heard from:

- Ron Keller (Cemetery Ridge Hunting Club)
- Scott Enos (Cemetery Ridge Hunting Club)

Board comments were heard from Supervisors W. Jones.

Chairman closed the Public Hearing.

Copies of the advertisement and previous lease were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by D. JONES and carried: RESOLVED that Cemetery Ridge Hunting Club received the one-year non-renewable hunting lease for the Henry Technology Park and Commerce Center property.

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

Voting nay: Supervisor Fly

Absent: Supervisor Johnson

#### 4.02 Conditional Use Permit #2021-02. Pit Crew, LLC, applicant

Chairman Seward opened the Public Hearing.

Ms. Beverly Walkup, Director of the Planning, provided the staff report for Conditional Use Permit #2021-02, Pit Crew, LLC, applicant.

Ms. Beverly Walkup, stated that the applicant, Pit Crew LLC is seeking a conditional use permit to construct and operate a materials recycling/sorting facility for non-hazardous carwash waste on approximately 10 acres of land. The property is located on the west side of Rt. 460 (General Mahone Highway) approximately 1.5 miles south of its intersection with Rt. 602 (Cabin Point Road). The property is Zoned General Agriculture A-1 in the Waverly Election district.

The proposed location for the materials recycling/sorting facility is on tax parcel 7-A-19 consisting 10 acres out of 147 acres. The property is bordered between Rt. 460 and the Norfolk Southern

Railroad. To the north, there is mostly agricultural and forested land. To the south, there are pieces of land zoned for industrial development known as “Sussex County Megasite” as well as Sussex Service Authority (SSA) Wastewater Treatment Plant and Atlantic Waste Landfill. To the west, there are some forested areas and Smithfield Grain. To the east, there is a service shop, service garage, and a couple of residential dwellings.

The applicant has been established and specializing in the extraction, transportation, processing, and disposal of non-hazardous carwash waste for 23 years. Currently, Pit Crew is operating a facility in Prince George, VA where they store their equipment and transfer waste on 5 acres of land. The subject property is currently unoccupied and considered as agricultural land. The applicant seeks to expand his material recycling/sorting business to this location due to its close proximity to the landfill where compacted sediment that comes from the sorting process is sold and utilized

The Planning Commission held an advertised public hearing on the application on October 4, 2021. The Commission unanimously recommended approval of the application with the following conditions:

- 1) Provide screening for all operations from Rt. 460; 6 to 8 feet high fencing with landscaping.
- 2) Maintain existing tree line around the site.

There were no public comments. Board member comments was heard from Supervisor Fly.

This public hearing has been properly advertised. A copy of the staff report, further detail information and a copy of the advertisement were included in the Board packet.

Chairman Seward closed the Public Hearing.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Conditional Use Permit #2021-02, Pit Crew, LLC, applicant, with the following conditions:

- 1) Provide screening for all operations from Rt. 460; 6 to 8 feet high fencing with landscaping.
- 2) Maintain existing tree line around the site.

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

Voting nay: none

Absent: Supervisor Johnson

## **5. Appointments**

### 5.01 Nominations for the Board of Equalization

County Administrator Douglas stated that the County is currently undergoing a reassessment for 2022. As part of the reassessment, the County makes recommendations for nomination to the Circuit Clerk Judge for appointment to the Board of Equalization. In 2018, the Board of Equalization was put in place; however, no terms were set and one member is no longer eligible



to continue to serve. Staff contacted members appointed in 2018. They were willing to continue to serve if it's the Board's desire.

The four members currently serving on the Board of Equalization are: (1) Ms. Antionette Jones, 13174 Shands Road, Stony Creek, Virginia 23882; (2) Mr. Dennis Mason, 407 East Main Street, Wakefield, VA 23888; (3) Ms. Carla Mayes, 2837 Petersburg Road, Waverly, VA 23890; and, (4) Mr. Jerry Parham, 33117 Sussex Drive, Waverly, VA 23890.

FYI: The Board of Equalization is composed of five members. Staff has contacted members appointed by the Circuit Court Judge in 2018. All are willing to continue serve, if reappointed.

The five member panel must meet the following requirements: (1) Each member must be a resident of the County; (2) A majority of the board must be freeholders; (3) Thirty percent shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers or legal or financial professionals; and, (4) Each member shall attend and participate in the basic course of instruction given by the Department of Taxation.

No action was taken at the time. This item will be on the November agenda.

#### 5.02 Appointment to Sussex Service Authority

This item was on the October Board meeting agenda. County Administrator Douglas stated that staff was advised by Mr. Frank Irving, of Sussex Service Authority, that there was a vacancy for an unexpired term on the Sussex Service Authority for an alternate in the At-Large position.

The position is for any citizen who resides in Sussex County (prefer them to be in our service area, but not mandatory) and is not an elected official. The position is currently held by Sam Harrison but he has moved out of Sussex County and is no longer eligible. He will continue to serve until his replacement has been appointed.

This position will serve through December 2022 at which time they can be renewed for another four-year term.

Board members are to provide names at the November meeting.

#### 5.03 Appointment to the Department of Social Services Advisory Board

This item was tabled from the September 16, 2021 Board of Supervisors regular meeting.

At previous Board meetings, the Board discussed contacting members of the former DSS Administrative Board in regards to their interest in serving on the Advisory Board. There was also the Board's general consensus to have representation from each district.

The former Board consisted of seven members with one being a Board of Supervisors representative. Three members—Stony Creek, Wakefield and Waverly Districts—were interested contingent upon further information provided.

No action was taken.

## **6. Action Items**

### 6.01 Request for Funding for Fire Engine Equipment and Change Order

County Administrator Douglas stated that Mr. Reid Foster, Public Safety Coordinator, is requesting funding to cover change orders for the three new fire engines (serving Waverly, Courthouse, and Jarratt) and equipment for the same. Specifically, \$175,054 is requested from the \$250,000 contribution for fire equipment as part of the Cabin Point solar project approval process. The attached memo and equipment list provides detailed information on this request.

Change orders totaling \$42,122 are primarily related to new NFPA safety requirements and changes to compartment shelving, where equipment is being mounted, and how switches are located inside the cabs. Based on a request from the fire chiefs for equipment needed for the new fire engines, Mr. Foster obtained quotes and is recommending piggy back procurement for this equipment through the City of Chesapeake, totaling \$133,000. Also to account for any additional price increases and other potential equipment needs, Mr. Foster is requesting an allocation of \$12,000 in contingency funding.

Staff recommends approval of the attached resolution authorizing the use of \$175,054 from the fire equipment contribution for the Cabin Point solar project to cover fire engine change orders, necessary equipment, and contingencies.

Mr. G. Reid Foster's letter to Mr. Douglas, County Administrator, RE: Engine Funding, dated October 5, 2021 and Appropriation Resolution #21-99

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves Resolution #21-99 transferring \$175,054 from the fire equipment contribution as part of the Cabin Point solar project (Fund 302/Local Revenue) to the Public Safety operating budget (Fund 100/Fire, Rescue & Emergency), to cover the cost of change orders, necessary equipment, and contingencies related to the acquisition of three new fire engines.

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

Voting nay: none

Absent: Supervisor Johnson

### 6.02 Branch Street (Wakefield) Surplus Property

County Administrator Douglas stated that a couple property owners in the Pocahontas Neighborhood/Branch Street in Wakefield have expressed interest in acquiring from Sussex County three small parcels located at the southeast intersection of Branch Street and Higgins Street. These parcels were likely obtained as part of a previous county housing program but now must be maintained by the county (including lawn maintenance). Staff has not identified a public purpose or benefit for retaining these properties in public ownership.

Staff recommends that a public hearing be advertised for the November meeting to consider disposal of the three lots.

It was also discussed drafting a Surplus Property Policy.

A map illustrating adjacent land ownership was included in the Board packet.

By general consensus, Administration is to advertise for a Public Hearing at the November meeting. The Board will consider bids at that meeting.

#### 6.03 OEMS Rescue Squad Assistance Fund Grant Award

The Sussex County Sheriff's Office was recently awarded \$49,507 in funding from the Virginia Office of Emergency Medical Services, Financial Assistance for Emergency Medical Services Grant Program/Rescue Squad Assistance Fund (RSAF). This funding will address the implementation of state-mandated emergency medical dispatch, which is defined as "a systematic program of handling medical calls pursuant to which trained dispatchers determine the nature and priority of the call, dispatch the appropriate response and give the caller instructions to help treat until the arrival of the appropriate responder." This grant requires a 50 percent local match for some portions of the project and a 20 percent local match for others, with a total local requirement of \$14,252.

Staff recommends approval of the attached resolution appropriating \$14,251.81 in local revenues and \$49,507.21 in OEMS grant funds, for a total of \$63,759.02, to the Sheriff's Department for the implementation of emergency medical dispatch.

EMD literature was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby accepts and approves Resolution #21-101 appropriating \$14,251.81 in local revenues and \$49,507.21 in OEMS grant funds, for a total of \$63,759.02, to the Sheriff's Department for the implementation of emergency medical dispatch.

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

Voting nay: none

Absent: Supervisor Johnson

#### 6.04 VACo Voting Credentials

County Administrator Douglas stated that the Virginia Association of Counties' (VACo) Annual Conference will convene Sunday, November 14<sup>th</sup> through Tuesday, November 16<sup>th</sup>, 2021 at the Hilton Norfolk (the Main) in Norfolk, Virginia. The Annual Business Meeting of the Virginia Association of Counties will be held Tuesday, November 16, 2021. Each County is to designate a representative and an alternate of its Board of Supervisors to cast vote(s) at the Annual Business Meeting.

It has been advised that per Article VI, VACo Bylaws, if a member of the Board of Supervisors cannot be present, the County can designate a non-elected official from the county or a Board of Supervisors member from another county to cast a proxy vote(s) for the Sussex County.

A copy of Voting Credential Forms and Information was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby designates Susan Seward, Chairman, as the representative and Wayne Jones, Vice Chairman, as the alternate to cast votes at the Annual Business Meeting. All Board members present voted aye.

## **7. Citizens' Comments**

- Brenda Drew (Virginia HCV Program) – Thanked the Board; Housing Choice Voucher Program; Sussex still first priority; tie up loose ends of County business.
- John Stringfield (Wakefield District) – Property on Branch Street in Wakefield.

## **8. Unfinished Business**

There was no Unfinished Business.

## **9. New Business**

There was no New Business.

## **10. Board Member Comments**

10.01 Blackwater District – Election day – vote.

10.02 Courthouse District – none

10.03 Henry District – none

10.04 Stony Creek District – none

10.05 Wakefield District – Community Day cancelled. Parade in December.

10.06 Waverly District – absent

## **11. Closed Session**

11.01 Convene to Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby enters Closed Session for

consultation with legal counsel or actual or probable future litigation, pursuant to Va. Code Section 2.2-3711(A)7. All Board members present voted aye.

#### 11.02/03. Reconvene to Open Session/Certification of Closed Session

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby reconvened to Open Session and 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, 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 Fly, D. Jones, W. Jones, Seward, Tyler

Voting nay: none

Absent: Supervisor Johnson

#### 11.04 Action Resulting from Closed Session

There was no action on the Closed Session meeting.

## **12. Adjournment**

#### 12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR TYLER and carried: RESOLVED that the October 21, 2021 rescheduled meeting of the Sussex County Board of Supervisors hereby adjourned at 9:35 p.m.

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

Voting nay: none

Absent: Supervisor Johnson

#### 12.02 Next Meeting

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

DRAFT

**At a Regular Meeting of the  
Sussex County Board of Supervisors  
Thursday, September 16, 2021 at 6 pm**

**BOARD MEMBERS PRESENT**

C. Eric Fly, Sr.  
Marian D. Johnson  
Debbie P. Jones  
Wayne O. Jones  
Susan M. Seward  
Rufus E. Tyler, Sr.  
Steve White, Tie Breaker (Virtual)

**STAFF PRESENT:**

Richard Douglas, County Administrator  
Jeff Gore, County Attorney  
Ellen G. Boone, Commissioner of the Revenue  
Deste J. Cox, Treasurer  
Lisa Danuser, Solid Waste Manager  
William Hagy, Director of Social Services  
Kelly W. Moore, Director of Finance  
Michael Poarch, Planner  
Beverly H. Walkup, Planning Director  
Shilton R. Butts, Assistant to the County Administrator/  
Deputy Clerk to the Board of Supervisors

**1. Commencement**

**1.01 Call to Order/Determine Quorum**

The September 16, 2021 regular meeting of the Sussex County Board of Supervisors was called to order by Chair Seward.

**1.02 The Invocation**

The Invocation was offered by Supervisor Johnson.

**1.03 The Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

**1.04 Agenda Amendments**

It was requested to add under Item #6 Action Items, as Item 6.11 Sheriff's Department Request for Funding for Mandated Bonuses.

There was also a request to add under Item 9. New Business, as Item 9.02 Historical Assets.

### 1.05 Approval of Agenda

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the September 16, 2021 regular agenda inclusive of: (1) adding under Item 6. Action Items, as Item 6.11 Sheriff's Department Request for Funding Law Enforcement Bonuses and (2) under Item 9. New Business, as Item 9.02 Historical Assets. All Board members present voted aye.

## **2. Approval of Consent Agenda**

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Consent agenda inclusive of the following: (a) August 19, 2021 regular Meeting minutes; (b) the Approval of Warrants and Vouchers; (c) the Treasurer's Report; (d) Financial Update; and (e) Departmental Reports. All Board members present voted aye.

## **3. Recognitions/Awards/Presentation**

### 3.01 Solid Waste Services Update – Ms. Lisa Danuser

Ms. Lisa Danuser was in attendance and gave an update on Solid Waste Services, to include convenience center staffing and operational improvements, increased services to be provided at the convenience centers (bulk containers, appliances, scrap metal, and tires), illegal dumping removal, and litter removal.

## **4. Public Hearing**

### 4.01 American Rescue Plan Act of 2021 (ARPA)

County Administrator Douglas stated that purpose of the public hearing was to receive public input on the use of American Rescue Plan Act of 2021 (ARPA).

Chairman Seward opened the Public Hearing.

County Administrator Douglas stated that the majority of the ARPA funds are proposed to be used for operating and capital items removed in the current year operating budget, as well as matching funds for the proposed VATI broadband project. However, no action was required at that time.

There was discussion to schedule a Budget Work Session for the ARPA funds and presenting at the October 2021 Board meeting.

Public comments were heard William Ricks (Retired Sussex County School Teacher/Property Owner/Sussex County Youth and Adult Recreation Association).



Board comments were heard from Supervisors Tyler and Seward.

Chairman Seward closed the Public Hearing.

No action was taken. Budget Work Session to be scheduled.

Copies of State and Local Fiscal Recovery Funds Fact Sheet; FAQ July 19, 2021, County Administrator's ARPA Spending List, and the Notice of Public Hearing were included in the Board packet.

*Supervisor Tyler departed at approximately 7:07 p.m.*

## **5. Appointments**

### **5.01 Department of Social Services Advisory Board**

At its regular Board meeting in August 2021, the Board discussed contacting members of the former DSS Administrative Board in regards to their interest in serving on the Advisory Board. There was also the Board's general consensus to have representation from each district.

The former Board consisted of seven members with one being a Board of Supervisors representative. Three members—Stony Creek, Wakefield and Waverly Districts—were interested contingent upon further information provided.

This item was tabled. No action was taken.

## **6. Action Items**

### **6.01 Flatfoot Solar, 2232 Review Appeal of Planning Commission Determination Sussex Drive (Route 40), Stony Creek Election District**

Ms. Beverly Walkup, Planning Director, provided the staff report for the Flatfoot Solar, 2232 Review Appeal of Planning Commission Decision from April 5, 2021 by Flatfoot Solar Public Facility Application Review for REF #2021 in Sussex County.

Flatfoot Solar, LLC are the applicants. The request is for review of the Flatfoot Solar pursuant to Virginia Code Section 15.2-2232. The application was submitted August 31, 2020—revised February 9, 2021.

The Flatfoot Solar, 1.62 MW<sub>AC</sub> project location is within the Stony Creek district on the southern side of Sussex Drive (Route 40)., west of Concord Sappony Road, 2.8 miles west of Stony Creek in Sussex County, Virginia—parcel numbers 65-A-45 and 65-A-37. The acreage affected is ten.

The Planning Commission considered the subject application on April 5, 2021 and voted to recommend denial of the application and determined that the proposed use is not substantially in accord with the Comprehensive Plan with written reasons for its decision as follows:

1. The project area is in the Stony Creek/1-95/U.S. 301NA Route 40 planning area.
2. The project is located on land primarily used for timber production.
3. The project is adjacent to a residential land use and near (within a 3-mile buffer of the project limits) a Virginia Department of Forestry conservation easement, 39 architectural resources, and 52 archaeological resources.
4. The project location is in close proximity to a number of residences.
5. The proposed entryway into the project site is only approximately 25 feet from an existing residence, and there is concern for accumulating dust and noise to residences in close proximity.
6. The total impacts it may have on the residential area are not known due to a lack of communication with existing residents.

#### APPLICANT'S APPEAL

The applicant appealed the Planning Commission's determination in a memorandum dated August 24, 2021 (Attachment A). The applicant sets forth a case that the project meets, or meets the intent of, most of the criteria set forth in the Comprehensive Plan. They provide narrative and maps to demonstrate their case. They assert that the proposed facility is a temporary land use of approximately 40 years and is more compatible to the surrounding area and proposed future land uses than many other types of land uses such as commercial or industrial.

#### STAFF COMMENTS AND ANALYSIS (from the 2232 report presented on April 5, 2021)

##### A. Applicant's Position

In the application materials dated August 31, 2020 and revised February 9, 2021 (Attachment D), the Applicant set forth its reasons why the proposed project is substantially in accord with the Comprehensive Plan.

The Applicant identifies the following items in support of its project:

- The proposed project is
  - Located in an agricultural district
  - Less than 1,500 contiguous acres
  - Less than 65% solar panel coverage
  - Greater than two (2) miles from a permitted solar facility
  - Adjacent to a few residential properties with existing forest buffers
  - Not proximate to eligible historic, cultural, or recreational areas or scenic viewsheds
  - Adjacent to surface waters and wetlands, but mitigation measures are proposed to protect these areas
- A Dominion transmission line is near the property for interconnection to the grid.

- The project will generate minimal offsite noise, little glare, and no emissions or safety hazards.
- After the construction is complete, there will be limited ongoing maintenance, and the ingress/egress traffic will remain similar to current use patterns.
- The project will generate tax revenue and create temporary construction jobs.
- Solar facilities are a low intensity use that do not require county infrastructure or resources.

## Staff Analysis

Staff has analyzed the proposed project considering the recently approved amendments and other relevant sections of the County's Comprehensive Plan, primarily:

- Chapter II, section B, item 23. Utility-scale Solar Facilities
- Chapter II, section C, item 2. Vision Statement
- Chapter IX, section B. Land Use Conflicts
- Chapter X, section D. Stony Creek/1-95/U.S. 301/VA Route 40 Planning Area goals and objectives

In addition to the items identified by the Applicant above, analysis considerations include:

- The project is 2.8 miles from the town boundary for Stony Creek.
- The project is in the Stony Creek/1-95/U.S. 301/VA Route 40 planning area.
- The project is located on land partially used for timber production, but the surrounding wetlands make seven (7) acres of timberland challenging to harvest.
- The project is proximate to one Virginia Department of Forestry (DOF) conservation easement.
- The project is proximate to 52 archaeological resources and 39 architectural resources within a 3-mile buffer of the project limits.

The location, character, and extent of the proposed utility-scale solar project are in accord with these guidelines set forth in the Comprehensive Plan, Chapter II, section B, item 23. Utility-scale Solar Facilities.

- The project section of the parcels is zoned agricultural.
- The total size is less than 1,500 contiguous acres.
- There is no more than 65% solar panel coverage.
- The location is further than two (2) miles from other existing or permitted solar facilities.

The location, character, and extent of the proposed utility-scale solar project are not in accord with these guidelines set forth in the Comprehensive Plan, Chapter II, section B, Item 23. Utility-scale Solar Facilities.

- The project is less than three (3) miles from the town boundary for Stony Creek.
- The project is in the Stony Creek/1-95/U.S. 301/VA Route 40 planning area.
- The project is located on seven (7) acres primarily used for timber production.

- The project is adjacent to a residential land use and near (within a 3-mile buffer of the project limits) a Virginia Department of Forestry conservation easement, 39 architectural resources, and 52 archaeological resources

Staff has analyzed the Comprehensive Plan elements, and the proposed project does not meet the Comprehensive Plan's land use goals, objectives, and strategies. Staff finds that the proposed utility-scale solar facility is not substantially in accord with the Sussex County Comprehensive Plan, or parts thereof.

As recommended in the Comprehensive Plan, the Commission, however, should look beyond the plan and consider whether proposed developments, even if consistent with the plan, advance the best interests of public health, safety, and general welfare. This very general criterion calls for consideration of a wide range of issues, including, but not limited to the potential impact of a development on:

- The natural environment
- Important natural resources
- The County economy
- Important historical, architectural, archeological, and cultural resources
- Neighboring development
- Community function, character, and attractiveness

#### BOARD OF SUPERVISORS ACTION

The Board may uphold the Planning Commission's determination or overturn it based on the evidence presented or other reasons related to the 2232 review process. The reasons for the Board's action should be clearly stated and documented in writing.

If the Planning Commission's determination is upheld, then there is no conditional use permit to be considered. If the Planning Commission's determination is overturned, then REF# 2021-01 will be deemed substantially in accordance with the Comprehensive Plan and the application may continue and be scheduled for a Planning Commission public hearing.

Brendan Grajewski and Scott Foster, with Flatfoot Solar, were present for discussion and to answer questions.

Applicant's Notice of Appeal dated August 24, 2021 (with supplemental material); Memo dated April 4, 2021 provided at the April 5, 2021 Planning Commission meeting; Staff Report, Planning Commission April 5, 2021 meeting; and, CUP Application, submitted August 31, 2020 and revised February 9, 2021 were included with the Board packet.

A PowerPoint presentation was provided to the Board members.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby upholds the Planning Commission's decision to deny the application and determine that the proposed use is not

substantially in accord with the Comprehensive Plan with written reasons for its decisions as follows:

1. The project area is in the Stony Creek/1-95/U.S. 301NA Route 40 planning area.
2. The project is located on land primarily used for timber production.
3. The project is adjacent to a residential land use and near (within a 3-mile buffer of the project limits) a Virginia Department of Forestry conservation easement, 39 architectural resources, and 52 archaeological resources.
4. The project location is in close proximity to a number of residences.
5. The proposed entryway into the project site is only approximately 25 feet from an existing residence, and there is concern for accumulating dust and noise to residences in close proximity.
6. The total impacts it may have on the residential area are not known due to a lack of communication with existing residents.

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

Voting nay: W. Jones

Absent during vote: Supervisor Tyler

#### 6.02 Literary Loan Refinancing Resolution

County Administrator Douglas stated that as presented at the August 2021 Board of Supervisors meeting, Davenport recommended that Sussex County consider a refunding of 2005 and 2008 literary loans for school construction, with an estimated net savings over the next seven years of \$210,644 due to lower interest rates (beginning with an annual savings of \$37,836 in FY22). The county submitted an initial application to the Virginia Public School Authority (VPSA) in late August, and Davenport has worked with the Sussex County School Board on required refinancing approval. As a final step of the process, the Board of Supervisors will need to adopt a resolution by October 4.

Staff recommended approval of the attached resolution prepared by bond counsel Sands Anderson to submit a debt refunding application to VPSA for the 2005 and 2008 literary loans.

A copy of the VPSA Pool Fall 2021 BOS Bond Resolution was included in the Board packet.

**ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JOHNSON and carried: RESOLVED** that the Sussex County Board of Supervisors hereby approves the Resolution prepared by bond counsel Sands Anderson to submit a debt refunding application to VPSA for the 2005 and 2008 literary loans, to-wit:

Resolution #21-80 authorizing the issuance of a General obligation school refunding bond of the County of Sussex, Virginia, to be sold to the Virginia public school authority and providing for the form and details thereof:

WHEREAS, the Board of Supervisors (the "Board") of the County of Sussex, Virginia (the "County"), has determined that it is necessary and expedient to borrow an amount not to exceed \$4,250,000 and to issue its general obligation school refunding bond (as more specifically defined

below, the "Local School Bond") for the purpose of refinancing all or a portion of the County's \$7,225,403 Literary Loan Obligation, Series 2005, (the "2005 Obligation") which financed capital improvements to Sussex Central High School (the "2005 Project") and the County's \$7,002,530 Literary Loan Obligation, Series 2008, (the "2008 Obligation, and, together with the 2005 Obligation, the "Refunded Bonds") which financed capital improvements to Sussex Middle School (the "2008 Project," and, together with the 2005 Project plus costs of issuance for the Local School Bond, the "Projects"), all of which constitute capital projects for public school purposes;

WHEREAS, no public hearing or request from the School Board of the County is required in connection with the issuance of the Local School Bond in accordance with the requirements of Section 15.2-2643, Code of Virginia 1950, as amended (the "Virginia Code") as it refunds existing County obligations thereunder;

WHEREAS, Virginia Public School Authority ("VPSA") has offered to purchase the Local School Bond along with the local school bonds of certain other localities with a portion of the proceeds of certain bonds to be issued by VPSA in the calendar year 2021 (the "VPSA Bonds");

WHEREAS, the Bond Sale Agreement (as defined below) shall indicate an amount requested (or such other amount as may be requested by the County and permitted by VPSA, the "Proceeds Requested") from VPSA in connection with the sale of the Local School Bond of an amount sufficient to refinance the Projects subject to the parameters established in paragraph 4 hereof, and an amount sufficient to finance the costs of issuance of the Local School Bond;

WHEREAS, VPSA's objective is to pay the County a purchase price for the Local School Bond which, in VPSA's judgment, reflects the Local School Bond's market value (the "VPSA Purchase Price Objective"), taking into consideration of such factors as the amortization schedule the County has requested for the Local School Bond relative to the amortization schedules requested by other localities, the purchase price to be received by VPSA from the sale of the VPSA Bonds and other market conditions relating to the sale of the VPSA Bonds; and

WHEREAS, such factors may result in the Local School Bond having a purchase price other than par and consequently (i) the County may have to issue the Local School Bond in a principal amount that is greater than or less than the Proceeds Requested in order to receive an amount of proceeds that is substantially equal to the Proceeds Requested, or (ii) if the maximum authorized principal amount of the Local School Bond set forth in section 1 below does not exceed the Proceeds Requested by at least the amount of any discount, the purchase price to be paid to the County, given the VPSA Purchase Price Objective and market conditions, will be less than the Proceeds Requested.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SUSSEX, VIRGINIA:

1. Authorization of Local School Bond and Use of Proceeds. The Board hereby determines that it is advisable to contract a debt and issue and sell its general obligation school refunding bond in an aggregate principal amount not to exceed \$4,250,000 (the "Local School Bond") for the purpose of refunding the Refunded Bonds and refinancing the Projects. The Board hereby authorizes the issuance and sale of the Local School Bond in the form and upon the terms established pursuant to this Resolution.

2. Sale of the Local School Bond. The sale of the Local School Bond, within the parameters set forth in paragraph 4 of this Resolution, to VPSA is authorized. Given the VPSA Purchase Price Objective and market conditions, the County acknowledges that the limitation on the maximum principal amount of the Local School Bond set forth in paragraph 1 of this Resolution restricts VPSA's ability to generate the Proceeds Requested, however, the Local School Bond may be sold for a purchase price not lower than 95% of the Proceeds Requested. The Chairman of the Board, the County Administrator, or either of them (each a "Delegate") and such other officer or officers of the County as either may designate are hereby authorized and directed to enter into an agreement with VPSA providing for the sale of the Local School Bond to VPSA (the "Bond Sale Agreement"). The Bond Sale Agreement shall be in substantially the form submitted to the Board at this meeting, which form is hereby approved, with such completions, insertions, omissions and changes not inconsistent with this Resolution as may be approved by the County officer executing the Bond Sale Agreement.

3. Details of the Local School Bond. The Local School Bond shall be dated 17 days prior to the date of its issuance and delivery or such other date designated by VPSA; shall be designated "General Obligation School Refunding Bond, Series 2021 [ ]"; shall bear interest from its dated date payable semi-annually on each January 15 and July 15 beginning July 15, 2022 (each an "Interest Payment Date"), at the rates established in accordance with paragraph 4 of this Resolution; and shall mature on July 15 in the years (each a "Principal Payment Date") and in the amounts acceptable to a Delegate (the "Principal Installments"), subject to the provisions of paragraph 4 of this Resolution.

4. Interest Rates and Principal Installments. Each Delegate is hereby authorized and directed to accept the interest rates on the Local School Bond established by VPSA, provided that each interest rate shall be five one-hundredths of one percent (0.05%) over the interest rate to be paid by VPSA for the corresponding principal payment date of the VPSA Bonds, a portion of the proceeds of which will be used to purchase the Local School Bond, and provided further that (a) each Delegate is hereby authorized and directed to select the particular portion or portions of the Refunded Bonds (if any) to be refunded and direct VPSA to provide a Proceeds Requested that achieves the refunding of the selected portion or portions (if any) provided that the refunding of the Refunded Bonds selected shall result in an aggregate net present value debt service savings of not less than three percent (3.00%) of the par amount of the Refunded Bonds to be refunded and (b) the Local School Bond shall not mature later than June 30, [2029.] The Interest Payment Dates and the Principal Installments are subject to change at the request of VPSA. Each Delegate is hereby authorized and directed to accept changes in the Interest Payment Dates and the Principal Installments at the request of VPSA based on the final term to maturity of the VPSA Bonds, requirements imposed on VPSA by the nationally-recognized rating agencies and the final principal amount of the Local School Bond; provided, however, that the principal amount of the Local School Bond shall not exceed the amount authorized by this Resolution and the final maturity of the Local School Bond shall not exceed 30 years from the date of the issuance and delivery of the Local School Bond. The execution and delivery of the Local School Bond as described in paragraph 8 hereof shall conclusively evidence the approval and acceptance of all of the details of the Local School Bond by the Delegate as authorized by this Resolution. Each Delegate is hereby authorized and directed to cause the redemption proceedings, including the giving of redemption notices to the holder of the Refunded Bonds shall be done pursuant to the terms of the Refunded Bonds (or otherwise as agreed to by the holder).

5. Form of the Local School Bond. The Local School Bond shall be initially in the form of a single, temporary typewritten bond substantially in the form attached hereto as Exhibit A.

6. Payment; Paying Agent and Bond Registrar. The following provisions shall apply to the Local School Bond:

(a) For as long as VPSA is the registered owner of the Local School Bond, all payments of principal, premium, if any, and interest on the Local School Bond shall be made in immediately available funds to VPSA at, or before 11:00 a.m. on the applicable Interest Payment Date, Principal Payment Date or date fixed for prepayment or redemption, or if such date is not a business day for Virginia banks or for the Commonwealth of Virginia, then at or before 11:00 a.m. on the business day next succeeding such Interest Payment Date, Principal Payment Date or date fixed for prepayment or redemption.

(b) All overdue payments of principal and, to the extent permitted by law, interest shall bear interest at the applicable interest rate or rates on the Local School Bond.

(c) The County Administrator is authorized to designate a Bond Registrar and Paying Agent for the Local School Bond. The County may, in its sole discretion, replace at any time the Bond Registrar with another qualified bank or trust company as successor Bond Registrar and Paying Agent for the Local School Bond. The County shall give prompt notice to VPSA of the appointment of any successor Bond Registrar and Paying Agent.

7. Prepayment or Redemption. Unless otherwise directed by VPSA, the Principal Installments of the Local School Bond held by VPSA coming due on or before July 15, 2031, and the definitive bond for which the Local School Bond held by VPSA may be exchanged that mature on or before July 15, 2031, are not subject to prepayment or redemption prior to their stated maturities. The Principal Installments of the Local School Bond held by VPSA coming due on or after July 15, 2032, and the definitive bond(s) for which the Local School Bond held by VPSA may be exchanged that mature on or after July 15, 2032, are subject to prepayment or redemption at the option of the County prior to their stated maturities in whole or in part, on any date on or after July 15, 2031, upon payment of the prepayment or redemption prices (expressed as percentages of Principal Installments to be prepaid or the principal amount of the Local School Bond to be redeemed) set forth below plus accrued interest to the date set for prepayment or redemption:

<u>Dates</u>	<u>Prices</u>
July 15, 2031 through July 14, 2032	101%
July 15, 2032 through July 14, 2033	100½
July 15, 2033 and thereafter	100

Provided, however, that the Principal Installments of the Local School Bond shall not be subject to prepayment or redemption prior to their stated maturities as described above without first obtaining the written consent of VPSA or other registered owner of the Local School Bond. Notice of any such prepayment or redemption shall be given by the Bond Registrar to VPSA or other registered owner by registered mail not more than ninety (90) and not less than sixty (60) days before the date fixed for prepayment or redemption.



If VPSA refunds the VPSA Bonds in the future and such refunding causes the Local School Bond to be deemed refunded, the prepayment or redemption of the Local School Bond will be subject to VPSA approval and subject to similar prepayment or redemption provisions as set forth above that correspond to the call period of the VPSA bonds issued in part to refund the Local School Bond.

8. Execution of the Local School Bond. The Chairman or Vice Chairman and the Clerk or any Deputy Clerk of the Board are authorized and directed to execute and deliver the Local School Bond and to affix the seal of the County thereto.

9. Pledge of Full Faith and Credit. For the prompt payment of the principal of, premium, if any, and the interest on the Local School Bond as the same shall become due, the full faith and credit of the County are hereby irrevocably pledged, and in each year while any portion of the Local School Bond shall be outstanding there shall be levied and collected in accordance with law an annual ad valorem tax upon all taxable property in the County subject to local taxation sufficient in amount to provide for the payment of the principal of and premium, if any, and the interest on the Local School Bond as such principal, premium, if any, and interest shall become due, which tax shall be without limitation as to rate or amount and in addition to all other taxes authorized to be levied in the County to the extent other funds of the County are not lawfully available and appropriated for such purpose.

10. Use of Proceeds Certificate and Tax Compliance Agreement. The Chairman of the Board, the County Administrator and such other officer or officers of the County or the School Board as either may designate are hereby authorized and directed to execute and deliver on behalf of the County a Use of Proceeds Certificate and Tax Compliance Agreement (the "Tax Compliance Agreement") setting forth the expected use and investment of the proceeds of the Local School Bond and containing such covenants as may be necessary in order to show compliance with the provisions of the Internal Revenue Code of 1986, as amended (the "Code"), and applicable regulations relating to the exclusion from gross income of interest on the VPSA Bonds issued as tax-exempt. The Board covenants on behalf of the County that (i) the proceeds from the issuance and sale of the Local School Bond will be invested and expended as set forth in such Tax Compliance Agreement and that the County shall comply with the other covenants and representations contained therein and (ii) the County shall comply with the provisions of the Code so that interest on the VPSA Bonds issued as tax-exempt will remain excludable from gross income for federal income tax purposes.

11. State Non-Arbitrage Program; Proceeds Agreement. The Board hereby determines that it is in the best interests of the County to authorize and direct the County Treasurer to participate in the State Non-Arbitrage Program in connection with the Local School Bond. The Chairman of the Board, the County Administrator and such officer or officers of the County as either may designate are hereby authorized and directed to execute and deliver a Proceeds Agreement with respect to the deposit and investment of proceeds of the Local School Bond by and among the County, the other participants in the sale of the VPSA Bonds, VPSA, the investment manager and the depository, substantially in the form submitted to the Board at this meeting, which form is hereby approved.

12. Continuing Disclosure Agreement. The Chairman of the Board, the County Administrator and such other officer or officers of the County as either may designate are hereby authorized and directed to execute a Continuing Disclosure Agreement, as set forth in Appendix D to the Bond Sale Agreement, setting forth the reports and notices to be filed by the County and

containing such covenants as may be necessary in order to show compliance with the provisions of the Securities and Exchange Commission Rule 15c2-12, under the Securities Exchange Act of 1934, as amended, and directed to make all filings required by Section 4 of the Bond Sale Agreement should the County be determined by VPSA to be a MOP (as defined in the Bond Sale Agreement).

13. Refunding. The Board hereby acknowledges that VPSA may issue refunding bonds to refund any bonds previously issued by VPSA, including the VPSA Bonds issued to purchase the Local School Bond, and that the purpose of such refunding bonds would be to enable VPSA to pass on annual debt service savings to the local issuers, including the County. Each of the Delegates is authorized to execute and deliver to VPSA such allonge to the Local School Bond, revised debt service schedule, IRS Form 8038-G or such other documents reasonably deemed necessary by VPSA and VPSA's bond counsel to be necessary to reflect and facilitate the refunding of the Local School Bond and the allocation of the annual debt service savings to the County by VPSA. The Clerk to the Board of Supervisors is authorized to affix the County's seal on any such documents and attest or countersign the same.

14. Filing of Resolution. The appropriate officers or agents of the County are hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the County.

15. Election to Proceed under Public Finance Act. In accordance with Section 15.2-2601 of the Virginia Code, the Board elects to issue the Local School Bond pursuant to the provisions of the Public Finance Act of 1991, Chapter 26 of Title 15.2 of the Virginia Code.

16. Further Actions. The members of the Board and all officers, employees and agents of the County are hereby authorized to take such action as they or any one of them may consider necessary or desirable in connection with the issuance and sale of the Local School Bond and otherwise in furtherance of this Resolution and any such action previously taken is hereby ratified and confirmed.

17. Effective Date. This Resolution shall take effect immediately.

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

Voting nay: none

Absent during vote: Supervisor Tyler

### 6.03 Dominion Broadband Agreement

County Administrator Douglas stated that attached for your review and consideration is a Memorandum of Understanding between PGEC/Ruralband, Dominion Energy Virginia, and Sussex County that will allow PGEC/Ruralband to expand broadband services into unserved areas of Sussex County within Dominion Energy Virginia's service territory.

This agreement is a critical component of the proposed VATI grant-funded project to extend broadband service to all unserved areas of Sussex County. The County Attorney has reviewed and proposed some minor changes to the document.

Staff recommends approval of the MOU between PGEC/Ruralband, Dominion Energy Virginia, and Sussex County.

County Administrator Douglas noted that he had already signed the Sussex Ruralband Memorandum of Understanding (MOU).

A copy of the Sussex Ruralband Memorandum of Understanding (MOU) was included in the Board packet.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves ratifying the MOU between PGEC/Ruralband, Dominion Energy Virginia, and Sussex County.

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

Voting nay: none

Absent during vote: Supervisor Tyler

#### 6.04 Convenience Sites Monitoring and Management Contract Award

County Administrator Douglas stated that County staff recently advertised RFP #2021-05 Request for Proposals for Sussex County Convenience Site Monitoring and Management, and received proposals from United American Security (GardaWorld Security Services) and Admiral Security Services. The Solid Waste Services Manager, Public Works Director, County Administrator, and Jason Williams, of Waste Management, reviewed the two proposals and recommend that United American Security be awarded a contract for these services. (They are currently serving the county but the contract previously expired) In addition to having experience managing the county's convenience centers, United American Security submitted a proposal with a total annual operating cost of \$400,804, compared to a \$466,668 proposal from Admiral Security Services (Section 3 of the proposal submission forms are attached for your review).

Staff recommends that United American Security dba GardaWorld Security Services be awarded a contract for management of the Sussex County convenience centers.

There was discussion of the County manning the convenience site.

Copies of RFP #2021-05 Convenience Sites Monitoring and Management Contract Award and Proposal Submission Forms received were included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby awards the contract for management of Sussex County Convenience center to United American Security dba GardaWorld Security Services with one year to monitor with the possibility of renewing; and

FURTHER RESOLVED that the County Administrator is authorized and directed to execute the contract. All Board members present voted aye.

#### 6.05 Virginia Diner Performance Agreement

County Administrator Douglas stated that the attached for your review and consideration is a performance agreement with the Virginia Diner for a Governor's Agriculture and Forestry Industries Development Fund (AFID) grant through the Virginia Department of Agriculture and Consumer Services for \$100,000. In return for the Virginia Diner meeting capital investment and employment measures for its recently announced warehouse/office expansion project, Sussex County agrees to provide \$70,000 as a cash grant over the next four years, and to complete \$30,000 in drainage improvements adjacent to Virginia Diner facilities. The County Attorney has reviewed this document and has proposed some minor non-substantive changes for state review.

Staff recommends adoption of the performance agreement with the Virginia Diner.

The Governor's Agriculture & Forestry Industries Development Fund Performance Agreement was included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Performance Agreement with the Virginia Diner. All Board member present voted aye.

#### 6.06 Crater Regional Workforce Development Board Disallowed Costs

County Administrator Douglas stated that included in the packet for the Board's review and consideration is a letter from Crater Regional Workforce Development Board (CRWDB) Attorney Jay C. Paul requesting payment of \$1,819 from Sussex County for its calculated portion of \$28,420 in disallowed costs incurred by the CRWDB (note that the letter was sent to an incorrect email address and therefore not brought to the Board of Supervisors attention at the August board meeting).

These disallowed costs identified by the State are associated with training provided by Cherry Creek Services in FY2016-17. According to an associated email, all local governments in the region have paid their portion of this cost, with the exception of Petersburg which is pending.

Staff deferred to Supervisor Fly, who has been a long-time CRWDB member, on recommended action. There was discussion of the audit and mention of 17 findings of disallowable costs. Supervisor Fly recommended not paying costs until CRWDB gets things organized and straight.

A copy of the Jay C Paul, Attorney at Law, PLLC letter, dated August 2, 2021, was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes not paying disallowed costs, as well as authorizes the County Administrator to send letter to the Crater Regional Workforce Develop Board.

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

Voting nay: none

Absent during vote: Supervisor Tyler

## 6.07 Children's Services Act (CSA) Funding and Revolving Loan Cap Request

County Administrator Douglas stated a memorandum from Will Hagy, Director of Social Services was included for consideration regarding requested actions related to the Children Services Act (CSA) negative fund balance. Specific actions being requested are to: 1) appropriate \$145,000 from the General Fund fund balance to the CSA fund; and 2) extend the CSA fund cap from \$150,000 to \$250,000 until December 1, 2021. The CSA fund has a current negative fund balance of \$140,520.89 and consistently has started each fiscal year, at least for the past four years, with a negative balance. Staff does not know for certain why this fund has consistently started each fiscal year in the negative, but it is likely due to costs not being submitted to the State for reimbursement within deadlines. CSA currently has \$214,000 of outstanding invoices, and with the large negative fund balance and a fund cap in place, staff is unable to submit additional invoices to the Office of Children's Services for reimbursement by the September 30 deadline for the past fiscal year (and the County would ultimately be responsible for 100 percent of these costs if the deadline is missed).

Mr. Hagy was present and gave an overview of the background of CSA Fund being set up as a revolving account, discussed the negative balance, and the County's agreement to cover any expenditures made, up to \$150,000, with the expectation that reimbursements will be received into the CSA fund in the near future to bring the fund back into good standing.

Staff (and the DSS Administrative Board) recommends that the Board of Supervisors approve the DSS Director's request to: 1) appropriate \$145,000 from the General Fund fund balance to the CSA fund; and 2) extend the CSA fund cap from \$150,000 to \$250,000 until December 1, 2021.

There was discussion of CSA providing quarterly reports.

A copy of the letter from Mr. Will Hager, DSS Director, CSA Negative Balance, dated 9/16/21, was included in the Board packet.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the DSS Director's request to: 1) appropriate \$145,000 from the General Fund fund balance to the CSA fund; and 2) extend the CSA fund cap from \$150,000 to \$250,000 until December 31, 2021. All Board members present voted aye.

## 6.08 Children's Services Act (CSA) Professional Coordination Services Agreement with the City of Franklin

County Administrator Douglas stated that at staff's request, the County Attorney prepared an agreement for shared services with the City of Franklin for the Children Services Act coordinator position. The City of Franklin was previously served by the City of Suffolk but has since hired its own coordinator.

Sussex County has had difficulty in attracting quality candidates for the CSA position.

County and city staff have discussed and recommend sharing the CSA Coordinator position between the two jurisdictions. This shared agreement should allow the County to cost-effectively provide for this position with a trained professional.

Staff recommend that the Board approves sharing the CSA Coordinator position between with the City of Franklin.

The City of Franklin will be the Fiscal Agent.

ON MOTION OF SUPERVISOR D. JONES, seconded by W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves sharing the CSA Coordinator position between with the City of Franklin.

All Board members present voted aye.

6.09 Wakefield Drainage Improvements Project and FEMA Grant Request – Mr. John Grey, The Wooten Company

County Administrator Douglas stated that John Grey of the Wooten Company was in attendance to present an overview of the proposed Wakefield drainage improvements (primarily extending from US 460 at the Virginia Diner to the railroad trestle past Railroad Avenue). This area of Wakefield has experienced significant flooding issues and negatively impacted local businesses. This work is composed of two separate projects: 1) ditch maintenance and 2) comprehensive physical improvements. Staff previously authorized the Wooten Company to proceed with Phase 1 of the ditch maintenance project, at a cost of \$9,800, and that work is underway (a memorandum is attached outlining this project).

Staff was recently contacted by VDEM to consider applying for FEMA funding for the broader study of comprehensive physical improvements, which requires a 25 percent match (VDEM should be able to provide a 20 percent match but has requested that the County commit to the full amount for grant purposes; in addition, the Town of Wakefield is considering funding for a portion of the match). At VDEM's request, the Wooten Company prepared a proposal to complete a Preliminary Engineering Report, which would be completed with an advanced assistance grant funded by FEMA, at a projected cost up to \$125,000. This PER must be completed by April 2022 and would be used as the justification for additional FEMA grant funds to complete recommended physical improvements (also requiring a 25 percent match).

Staff recommends that the Board of Supervisors commits up to \$16,000 as the required match for the advanced assistance grant through VDEM to complete a Preliminary Engineering Report for the Wakefield drainage improvements project.

Wooten's Engineering Report, Wildcat Swamp, dated 8/13/21 and Tributary at Highway 460 and Creek Maintenance of Highway 460, dated 3/19/21, were included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by Supervisor JOHNSON and carried: RESOLVED that the Sussex County Board of Supervisors hereby commits up to \$16,000 as the

required match for the advanced assistance grant through VDEM to complete a Preliminary Engineering Report for the Wakefield drainage improvements project.

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

Voting nay: none

Absent during vote: Supervisor Tyler

#### 6.10 District Court Law Clerk Funding

County Administrator Douglas stated that included for the Board's review and consideration is a request from Judge Tomko with the Sixth Judicial Circuit, requesting that Sussex County provide \$5,600 annually to cover a portion of salary and mileage for a law clerk position serving the Sixth Judicial Circuit. Apparently Prince George County and the City of Hopewell are the only two jurisdictions in the Sixth Judicial Circuit that have covered these expenses for the past 18 years, and the other jurisdictions are now being asked to cover a portion of these costs (with the intent of increasing the starting salary).

Staff recommends and requests that \$5,600 be appropriated from fund balance to cover this requested expenditure for FY2021-22 and build into budget.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR D. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby appropriates \$5,600 from Fund Balance to cover the requested expenditure for FY2021-22 for District Court Law Clerk Funding. All Board members present voted aye.

#### 6.11 Sheriff's Department Request for Law Enforcement Bonus Funding

County Administrator Douglas stated that Administration received a request from Sheriff Giles to provide funding for a one-time bonus request for non-Comp Board to employees in the amount of approximately \$80,000. Administration was advised that there were approximately 16 positions that would not receive a bonus. Some of those employees were Waverly employees of which the Sheriff is requesting the Town of Waverly to pay for those employees. The Sheriff's Department is requesting the County to provide \$68,000 from the Fund Balance Fund.

County Administrator Douglas stated that the appropriation would be done at the October 21, 2021 regular meeting on the Consent agenda.

ON MOTION OF SUPERVISOR D. JONES, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the Sheriff's request for \$68,000 for non-Comp Board employees from Fund Balance. All Board members present voted aye.

### **7. Citizens' Comments**

- Alfred Futrell (Waverly District) – Convenience site and its employees.
- Clarence Bain (Wakefield District) – No recreation; losing kids; County's support to the community; leadership.

- Tracy Artis (Waverly District) – Convenience site.
- Randy (Waverly District) – Convenience site; residents’ behavior visiting sites.
- Joe (???) – Convenience site.

## **8. Unfinished Business**

### 8.01 Annual Term Contracts for Professional Engineering Services on Multiple Small Projects

County Administrator Douglas stated that the following was presented to the Board of Supervisors at the August 2021 regular meeting, prior to being tabled for further review and discussion:

Staff advertised a Request for Proposals (#2021-03) for annual term contracts for professional engineering services on multiple small projects in April, and received proposal from the following seven firms:

CHA Consulting (Richmond)	Moseley Architects (Richmond)
Koontz Bryant Johnson Williams (Richmond)	Dunlap & Partners Engineers (Richmond)
The Wooten Company (Raleigh)	Timmons Group (Richmond)
MSA (Virginia Beach)	

A staff committee comprised of the County Administrator, Public Works Director, and Public Safety Director reviewed each proposal to determine which firms would best meet the engineering needs of Sussex County.

Staff recommends based on proposal review, that the following firms be approved for negotiation of term contracts for small engineering projects: Timmons Group, The Wooten Company, CHA, Koontz Bryant Johnson Williams, and Moseley Architects.

A copy of RFP #2021-03 was included in the Board packet.

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR FLY and carried: RESOLVED that the Sussex County Board of Supervisors hereby approves the following firms for negotiation of term contracts for small engineering projects: Timmons Group, The Wooten Company, and CHA. All Board members present voted aye.

## **9. New Business**

### 9.01 Redistricting

County Administrator Douglas stated that Supervisor Fly requested that a discussion on 2021 redistricting be included on the agenda.

Staff has discussed Crater PDC assisting the County with district mapping as needed. In addition, some redistricting-related information provided by the County Attorney was included in the Board packet for their review.



Supervisor Fly stated that the County needed redistricting; however, no redistricting can be done unless the State does redistricting according to new State law.

No action was requested at this time.

Elections Redistricting Laws Update, Guide to Local Redistricting for 2021 and Certificate to No Objection were included in the Board packet.

#### 9.02 Historical Sites

Supervisor Fly recommended that the County Administrator be tasked with getting quotes for a Historical Asset Study in the County with a special focus on Cactus Hill.

ON MOTION OF SUPERVISOR FLY, seconded by SUPERVISOR W. JONES and carried: RESOLVED that the Sussex County Board of Supervisors hereby authorizes the County Administrator to develop a Historical Asset Study focusing on Cactus Hill and provide information at the October 21, 2021 meeting. All members present voted aye.

### **10. Board Member Comments**

10.01 Blackwater District – none

10.02 Courthouse District – Clothes drive, Saturday September 18<sup>th</sup> at 202 Prospect Street, Wakefield from 9 a.m. to 5 p.m.

10.03 Henry District – absent

10.04 Stony Creek District – none

10.05 Wakefield District – Noted having a discussion of personnel matter in Closed Session.

*It was recommended that the Personnel Committee meet to discuss to make recommendation.*

10.06 Waverly District – none

### **11. Closed Session**

There was no Closed Session.

### **12. Adjournment**

12.01 Adjournment

ON MOTION OF SUPERVISOR W. JONES, seconded by SUPERVISOR FLY and carried:  
RESOLVED that the September 16, 2021 regular meeting of the Sussex County Board of Supervisors hereby adjourned at 9:45 p.m.

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

Voting nay: none

Absent during vote: Supervisor Tyler

#### 12.02 Next Meeting

The next regular Board of Supervisors meeting will be held on Thursday, October 21, 2021 at 6 p.m.

DRAFT

**November 18, 2021**

**WARRANTS & VOUCHERS SUMMARY**

**TOTAL ALL WARRANTS FOR APPROVAL \$678,666.68**

**TOTAL ALL VOID CHECKS FOR APPROVAL \$0.00**

<b>ACCOUNTS PAYABLE WARRANTS:</b>	<b>CHECK NO.</b>	<b>AMOUNTS</b>	<b>PROCESS DATE</b>
FOR MONTH OF October 2021	220113-220167	\$ 98,000.60	RUN DATE 10/1/21
	220168-220203	\$ 102,864.92	RUN DATE 10/7/21
	220214-220272	\$ 165,250.39	RUN DATE 10/15/21
	220273-220321	\$ 81,049.30	RUN DATE 10/21/21
	220332-220369	\$ 119,137.18	RUN DATE 10/28/21
<b>Total Regular Warrants</b>		<b>\$566,302.39</b>	
PAY. DEDUCTION WARRANTS:	220204-220213	\$ 56,917.62	RUN DATE 10/15/21
	220322-220331	\$ 55,446.67	RUN DATE 10/29/21
<b>Total Deduction Warrants:</b>		<b>\$112,364.29</b>	
<b><u>TOTAL VOUCHERS &amp; WARRANTS FOR APPROVAL</u></b>		<b>\$678,666.68</b>	

**VOIDED CHECKS**

# ACCOUNTS PAYABLE CHECKS



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P CHECK REGISTER	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	ACH	G/L ACCOUNT DESC.	BATCH INW DESCRIPTION
0000000	001960	ACI PAYMENTS, INC.	1000055153	9/17/2021	98.18	4100-041100-1292-411-410	98.18	220113			Bank/CC & Other Fees	01733 # 39343
			CHECK TOTAL									98.18
0000000	000342	AGRI-VA, INC	18705/6	9/23/2021	4.35	4100-021200-1272-221-210	4.35	220114			Building Maintenance & Repairs	01733 # 60039
			CHECK TOTAL									99.97
0000000	000923	ALL SEASONS TERWHITE &	4027092721	9/27/2021	65.00	4100-051500-1272-551-510	65.00	220115			Building Maintenance & Repair	01733 SUSSEX COUNTY JAIL
			CHECK TOTAL									65.00
0000000	001917	AMAZON CAPITAL SERVICES	1GH3-HXVC-LQCO	9/15/2021	328.97	4100-021100-1259-211-210	328.97	220116			Equipment	01733 # AIUB3SECTAJC
			CHECK TOTAL									328.97
0000000	001011	ANTHEM BLUE CROSS& SHIELD	532733152715	9/22/2021	3,798.49	4100-051500-1293-551-510	3,798.49	220117			Inmate Medical Expenses	01733 # 5327370866
			CHECK TOTAL									3,798.49
0000000	000010	BANK OF SOUTHSIDE VA	0107 0921 01	8/12/2021	10.00	4100-051500-1246-551-510	10.00	220118			Food Supplies	01733 JAIL ACCT
			0107 0921 02	9/02/2021	35.00	4100-051500-1201-551-510	35.00	220118			Organization Membership	01733 JAIL ACCT
			0131 0921 01	8/20/2021	225.00	4100-051100-1265-512-510	225.00	220118			Vehicle Maintenance & Repairs	01733 E.GILES ACCT
			0131 0921 02	9/02/2021	250.00	4100-051100-1299-512-510	250.00	220118			Miscellaneous Others	01733 E.GILES ACCT
			0131 0921 03	9/02/2021	31.60	4100-051100-1299-512-510	31.60	220118			Miscellaneous Others	01733 E.GILES ACCT
			0206 0921 01	8/31/2021	28.60	4100-051100-1245-512-510	28.60	220118			Law Enforcement Supplies	01733 J.HARRISON ACCT
			0206 0921 02	9/02/2021	40.93	4100-051100-1245-512-510	40.93	220118			Law Enforcement Supplies	01733 J.HARRISON ACCT
			0214 0921 01	8/15/2021	34.31	4100-051500-1241-551-510	34.31	220118			Office Supplies	01733 C.WYCHE ACCT
			0214 0921 02	8/17/2021	122.45	4100-051100-1245-512-510	122.45	220118			Law Enforcement Supplies	01733 C.WYCHE ACCT
			0214 0921 03	8/17/2021	49.86	4100-051100-1245-512-510	49.86	220118			Law Enforcement Supplies	01733 C.WYCHE ACCT
			CHECK TOTAL									827.75
0000000	000010	BANK OF SOUTHSIDE VA	0222 0921 01	8/12/2021	19.98	4100-051500-1299-551-510	19.98	220119			Miscellaneous Others	01733 V.GIVENS ACCT
			0222 0921 02	8/13/2021	96.28	4100-051500-1235-551-510	96.28	220119			Advertising	01733 V.GIVENS ACCT
			0222 0921 03	8/16/2021	12.49	4100-051500-1293-551-510	12.49	220119			Inmate Medical Expenses	01733 V.GIVENS ACCT
			0222 0921 04	8/18/2021	21.95	4100-051500-1246-551-510	21.95	220119			Food Supplies	01733 V.GIVENS ACCT
			0222 0921 05	8/22/2021	10.80	4100-051500-1246-551-510	10.80	220119			Food Supplies	01733 V.GIVENS ACCT
			0222 0921 06	8/24/2021	17.50	4100-051500-1246-551-510	17.50	220119			Food Supplies	01733 V.GIVENS ACCT
			0222 0921 07	8/25/2021	18.01	4100-051500-1205-551-510	18.01	220119			Meals	01733 V.GIVENS ACCT
			0222 0921 08	8/26/2021	20.08	4100-051500-1264-551-510	20.08	220119			Gasoline/Mileage-Non Training	01733 V.GIVENS ACCT
			0222 0921 09	8/27/2021	41.18	4100-051500-1264-551-510	41.18	220119			Gasoline/Mileage-Non Training	01733 V.GIVENS ACCT
			0222 0921 10	9/01/2021	10.27	4100-051500-1246-551-510	10.27	220119			Food Supplies	01733 V.GIVENS ACCT
			CHECK TOTAL									268.54
0000000	000010	BANK OF SOUTHSIDE VA	0222 0921 11	9/01/2021	39.89	4100-051500-1246-551-510	39.89	220120			Food Supplies	01733 V.GIVENS ACCT
			0222 0921 12	9/05/2021	29.45	4100-051500-1246-551-510	29.45	220120			Food Supplies	01733 V.GIVENS ACCT
			0222 0921 13	9/09/2021	30.95	4100-051500-1264-551-510	30.95	220120			Gasoline/Mileage-Non Training	01733 V.GIVENS ACCT
			0222 0921 14	9/10/2021	3.00	4100-051500-1246-551-510	3.00	220120			Food Supplies	01733 V.GIVENS ACCT
			0248 0921 01	8/19/2021	41.57	4100-051100-1205-512-510	41.57	220120			Meals	01733 E.JOHNSON ACCT
			0248 0921 02	8/22/2021	38.86	4100-051100-1264-512-510	38.86	220120			Mileage/Gas	01733 E.JOHNSON ACCT
			0248 0921 03	8/22/2021	15.10	4100-051100-1205-512-510	15.10	220120			Meals	01733 E.JOHNSON ACCT
			0255 0921 01	8/17/2021	254.70	4100-051100-1245-512-510	254.70	220120			Law Enforcement Supplies	01733 SUSSEX SHERIFF ACC
			CHECK TOTAL									453.52
0000000	001767	BB&T	2338 0921 01	8/23/2021	630.72	4100-021400-1265-242-210	630.72	220121			Vehicle Maintenance & Repairs	01733 # 4046011199882338

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001767		2338 0921 02	8/27/2021		4100-021100-1258-211-210	29.98	220121		Computer Software/Application	01733 # 4046011199882338
0000000	001767		2338 0921 03	8/27/2021		4100-021100-1201-211-210	50.00	220121		Organization Membership	01733 # 4046011199882338
0000000	001767		2338 0921 04	9/03/2021		4100-021100-1241-211-210	301.74	220121		Office Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 05	9/03/2021		4100-021100-1299-211-210	480.00	220121		Miscellaneous Others	01733 # 4046011199882338
0000000	001767		2338 0921 06	9/04/2021		4100-021100-1241-211-210	9.99	220121		Office Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 07	9/09/2021		4100-023100-1241-291-238	27.70	220121		Office Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 08	9/09/2021		4100-023100-1241-291-238	40.56	220121		Office Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 09	9/09/2021		4100-023100-1241-291-238	135.11	220121		Office Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 10	9/14/2021		4100-021600-1242-261-210	167.40	220121		Agricultural Supplies	01733 # 4046011199882338
		DISC. TOTAL			1.873 20					TOTAL	1.873 20
0000000	001767	BB&T	2338 0921 11	9/14/2021		4100-021600-1242-261-210	123.73	220122		Agricultural Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 12	9/16/2021		4100-021600-1242-261-210	1.072 28	220122		Agricultural Supplies	01733 # 4046011199882338
0000000	001767		2338 0921 13	9/16/2021		4100-021600-1258-261-210	2.496 00	220122		Computer Software/Application	01733 # 4046011199882338
0000000	001767		2338 0921 14	9/17/2021		4100-021600-1203-261-210	500.00	220122		Workshops and Conferences	01733 # 4046011199882338
0000000	001767		2346 0921 01	8/24/2021		4100-021600-1264-262-210	28.18	220122		Mileage	01733 # 4046011199882346
0000000	001767		2346 0921 02	8/27/2021		4100-021600-1264-262-210	18.62	220122		Mileage	01733 # 4046011199882346
0000000	001767		2346 0921 03	8/28/2021		4100-021600-1204-262-210	33.00	220122		Lodging	01733 # 4046011199882346
0000000	001767		2353 0921 01	8/20/2021		4121-081000-5210	1.112 72	220122		Repairs/Contractor Cost	01733 # 4046011199882353
0000000	001767		2353 0921 02	8/27/2021		4100-021600-1241-262-210	231.42	220122		Office Supplies	01733 # 4046011199882353
0000000	001767		2353 0921 03	8/28/2021		4100-021600-1241-262-210	16.48	220122		Office Supplies	01733 # 4046011199882353
		DISC. TOTAL			5.632 43					TOTAL	5.632 43
0000000	001767	BB&T	2353 0921 04	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 05	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 06	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 07	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 08	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 09	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 10	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
0000000	001767		2353 0921 11	9/13/2021		4100-041100-1203-411-410	30.00	220123		Workshops and Conferences	01733 # 4046011199882353
		DISC. TOTAL			240.00					TOTAL	240.00
0000000	001472	BRACY, KEVIN	KB 091621	9/16/2021		4100-021400-1217-241-210	75.00	220124		Commission/Board Compensation	01733 PLANNING COMMISSION
		DISC. TOTAL								TOTAL	75.00
0000000	001474	BURGESS, BRENDA	BB 091621	9/16/2021		4100-021400-1217-241-210	75.00	220125		Commission/Board Compensation	01733 PLANNING COMMISSION
		DISC. TOTAL								TOTAL	75.00
0000000	000738	BUTLER'S TOWING AND	8945	9/22/2021		4100-051100-1265-519-510	32.50	220126		Vehicle Maintenance Repairs	01733 SUSSEX SHERIFF
0000000	000738		8961	9/24/2021		4100-051100-1265-512-510	25.00	220126		Vehicle Maintenance & Repairs	01733 SUSSEX SHERIFF
		DISC. TOTAL								TOTAL	57.50
0000000	001251	CABIN POINT VETERINARY	69103	9/08/2021		4100-021600-1227-261-210	70.00	220127		Medical Services	01733 # 1707
0000000	001251		69122	9/13/2021		4100-021600-1227-261-210	198.50	220127		Medical Services	01733 # 1707
		DISC. TOTAL								TOTAL	268.50
0000000	000728	CARQUEST OF WAKEFIELD	15335-28421	9/17/2021		4100-051100-1265-512-510	5.91	220128		Vehicle Maintenance & Repairs	01733 # 5001
0000000	000728		15335-28490	9/20/2021		4100-051100-1265-519-510	42.96	220128		Vehicle Maintenance Repairs	01733 # 5001
0000000	000728		15335-28540	9/21/2021		4100-051100-1265-519-510	45.20	220128		Vehicle Maintenance Repairs	01733 # 5001
		DISC. TOTAL								TOTAL	94.07

P.D. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001485	CENTRAL AGRIBUSINESS	JR20100	9/21/2021		4100-051500-1246-551-510	61.60	220129		Food Supplies	01733 SUSSEX SHERIFF
		DISC. TOTAL				.00 CPA PMT TOTAL					61.60
0000000	001630	CHENEY BROTHERS	12-921737620	9/22/2021		4100-051500-1246-551-510	3.528	220130		Food Supplies	01733 # 60030700
		DISC. TOTAL				.00 CPA PMT TOTAL					3.528.00
0000000	001339	COLONIAL CLEANING SERVICE 7911	7302164 091621	9/28/2021		4100-021200-1247-221-210	25.98	220131		Janitorial Supplies	01733 SUSSEX COUNTY
		DISC. TOTAL				.00 CPA PMT TOTAL					25.98
0000000	000494	CRATER HEALTH DISTRICT	18302-2022	9/23/2021		4100-081100-2110-801-810	37.079	220132		Crater Health District	01733 SECOND QUARTER 202
		DISC. TOTAL				.00 CPA PMT TOTAL					37.079.25
0000000	000871	CRYSTAL SPRINGS	1352472 091621	9/16/2021		4100-021100-1277-211-210	77.89	220133		Water Services	01733 # 11425301352472
		DISC. TOTAL				4100-061100-1277-611-610	34.87	220133		Water Services	01733 # 37281837302164
						.00 CPA PMT TOTAL					112.76
0000000	001635	DANUSER, ERIC	ED 092221	9/22/2021		4100-021700-1255-271-210	189.80	220134		Maintenance Service Contract	01733 REIMBURSEMENT
		DISC. TOTAL				.00 CPA PMT TOTAL					189.80
0000000	000193	DEPART OF MOTOR VEHICLES	202124300778	9/28/2021		4100-041100-1299-411-410	1.175	220135		Misc. Oth-DMV Stops	01733 # 546001642019
		DISC. TOTAL				.00 CPA PMT TOTAL					1.175.00
0000000	001892	DIRECTV, LLC	34959122X210910	9/10/2021		4100-021500-1299-253-210-611	136.76	220136		FY21 REPP/Dominion VDEM Grant	01733 # 34959122
		DISC. TOTAL				.00 CPA PMT TOTAL					136.76
0000000	001185	DISPITANTA ANIMAL HOSPITA	252850	9/20/2021		4100-021600-1227-261-210	85.70	220137		Medical Services	01733 SUSSEX COUNTY
		DISC. TOTAL				.00 CPA PMT TOTAL					85.70
0000000	000902	DOC FARMER'S MARKET	MKT86578	9/20/2021		4100-051500-1246-551-510	148.15	220138		Food Supplies	01733 SUSSEX COUNTY JAIL
		DISC. TOTAL				4100-051500-1246-551-510	189.40	220138		Food Supplies	01733 SUSSEX COUNTY JAIL
						.00 CPA PMT TOTAL					337.55
0000000	001651	DOCUMENT SYSTEMS	117605	9/12/2021		4100-061100-1252-612-610	37.99	220139		Equipment Lease/Rental	01733 SUSSEX GEN DIST CR
		DISC. TOTAL				4100-041100-1255-411-410	167.94	220139		Maintenance Service Contract	01733 SUSSEX COUNTY TREA
						.00 CPA PMT TOTAL					205.93
0000000	000084	DOMINION VIRGINIA POWER	2921584914 0821	8/27/2021		4100-051500-1276-551-510	6.88	220140		Electric	01733 # 2921584914
		DISC. TOTAL				.00 CPA PMT TOTAL					6.88
0000000	000123	EDMOND, J. LAFAYETTE	JLE 091621	9/16/2021		4100-021400-1217-241-210	100.00	220141		Commission/Board Compensation	01733 PLANNING COMMISSIO
		DISC. TOTAL				.00 CPA PMT TOTAL					100.00
0000000	001723	GARDAWORLD SECURITY SERV	712147	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
						.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712148	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
						.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712149	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
						.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712151	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
						.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712152	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
						.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712153	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				.00 CPA PMT TOTAL					1.122.42
0000000	001723	GARDAWORLD SECURITY SERV	712154	9/17/2021		4100-021600-1229-264-210	1.122	220142		Other Professional Services	01733 # SUS001
		DISC. TOTAL				.00 CPA PMT TOTAL					1.122.42
						.00 CPA PMT TOTAL					8.979.36

P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001792 GENE REANS AND ASSOCIATES GRA	091521	9/15/2021		4100-021500-1229-253-210	1,100.00	220143		Other Professional Services	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	1,100.00
0000000	001788 HALE'S ELECTRIC SERVICE, H21013199		9/23/2021		4100-021500-1254-253-210	278.00	220144		Equipment Maintenance	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	278.00
0000000	001703 HEFTY WILEY & GORE P.C. 11408		9/25/2021		4100-022100-1223-201-220	8,500.00	220145		Legal Services	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	8,500.00
0000000	001363 INSERCORP	02754/1	6/01/2021		4100-021100-1255-211-210	4,500.00	220146		Maintenance Service Contract	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	4,500.00
0000000	001538 JIM WHELAN'S SERV CENTER 106162		9/15/2021		4100-051100-1265-519-510	49.95	220147		Vehicle Maintenance Repairs	01733 SUSSEX SHERIFF
0000000	001538	106263	9/17/2021		4100-051100-1265-512-510	49.95	220147		Vehicle Maintenance & Repairs	01733 SUSSEX SHERIFF
0000000	001538	106354	9/21/2021		4100-051100-1265-512-510	49.95	220147		Vehicle Maintenance & Repairs	01733 SUSSEX SHERIFF
	DISC. TOTAL					.00			TOTAL	149.85
0000000	001477 KING, ROGER	RK 091621	9/16/2021		4100-021400-1217-241-210	75.00	220148		Commission/Board Compensation	01733 PLANNING COMMISSIO
	DISC. TOTAL					.00			TOTAL	75.00
0000000	001046 MCI	4342465511	9/13/2021		4100-021600-1234-263-210	84.50	220149		Telecommunications	01733 # 8692926192
	DISC. TOTAL					.00			TOTAL	84.50
0000000	001979 MCI A VERIZON COMPANY	409062479	9/17/2021		4100-021600-1234-263-210	463.98	220150		Telecommunications	01733 # 4342462509
	DISC. TOTAL					.00			TOTAL	463.98
0000000	001735 MOBLEY, AWANDA C	AH 080121	9/21/2021		4100-051500-1244-551-510	75.00	220151		Uniform Services	01733 REIMBURSEMENT
	DISC. TOTAL					.00			TOTAL	75.00
0000000	001695 MURPHY'S LAWN CARE	1883	9/13/2021		4100-021600-1274-264-210	500.00	220152		Grounds Maintenance & Repairs	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	500.00
0000000	000540 NOLAND COMPANY	354109 01	9/08/2021		4100-051500-1272-551-510	634.59	220153		Building Maintenance & Repair	01733 # 00876-000636
	DISC. TOTAL					.00			TOTAL	634.59
0000000	000056 OWEN FORD, INC	14938	9/07/2021		4100-021600-1265-262-210	494.92	220154		Vehicle Maintenance & Repairs	01733 SUSSEX COUNTY
0000000	000056	14962	9/08/2021		4100-021600-1265-262-210	2,747.58	220154		Vehicle Maintenance & Repairs	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	3,242.50
0000000	000765 PRO-TECT FIRE	1330	9/09/2021		4100-021500-1254-251-210	500.00	220155		Equipment Maintenance	01733 SUSSEX COUNTY
	DISC. TOTAL					.00			TOTAL	500.00
0000000	000187 SHANKO, JAMES	JS 091921	9/21/2021		4100-051500-1265-551-510	33.16	220156		Vehicle Maintenance & Repairs	01733 REIMBURSEMENT
	DISC. TOTAL					.00			TOTAL	33.16
0000000	001846 SMITH GARDNER, INC.	28447	8/31/2021		4100-021600-1229-262-210	2,774.65	220157		Other Professional Services	01733 PROJ# SUSSEX-20-1
	DISC. TOTAL					.00			TOTAL	2,774.65
0000000	001524 SOFTWARE UNLIMITED	17	2/09/2021		4100-063100-1258-632-630	638.76	220158		Computer Software/Applicaton	01733 SUSSEX COMM ATTY
	DISC. TOTAL					.00			TOTAL	638.76





P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	0000039	VERIZON WIRELESS	9888806889	9/19/2021		4100-021600-1234-263-210	3,028.07	220167	0.00	3,028.07	Telecommunications	01733 # 742284843-00001
			CHECK TOTAL	ACH PMT TOTAL		00 CPA PMT TOTAL		EPY PMT TOTAL				3,028.07
			CHECK TOTAL	ACH PMT TOTAL		00 CPA PMT TOTAL		EPY PMT TOTAL				98,000.60
			CHECK TOTAL	ACH PMT TOTAL		00 CPA PMT TOTAL		EPY PMT TOTAL				98,000.60

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 98,000.60 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-1-21  
 DATE

10-1-21  
 DATE

10/1/2021  
 DATE

*Keegan*  
 DIRECTOR OF FINANCE

*Destiny*  
 COUNTY ADMINISTRATION  
 DESTIE J. COX, TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	AGH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	000342	AGR1 - VA, INC	18778/6	10/05/2021		4100-021200-1254-221-210	97.96	220168			Equipment Maintenance	01734 # 60039
	DISC. TOTAL		CHECK TOTAL	97.96	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	97.96
00000000	001917	AMAZON CAPITAL SERVICES	1L17-4RK9-WC4D	10/01/2021		4100-021500-1241-253-210	291.17	220169			Office Supplies	01734 # AIUJ835E5CTAJC
	DISC. TOTAL		CHECK TOTAL	291.17	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	291.17
00000000	000728	CARQUEST OF WAKEFIELD	15335-28922	10/04/2021		4105-071100-1265-711-710	49.98	220170			Vehicle maintenance & Repairs	01734 # 2836
	DISC. TOTAL		CHECK TOTAL	49.98	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	49.98
00000000	001485	CENTRAL AGRIBUSINESS	JR26184	9/28/2021		4100-051500-1246-551-510	61.60	220171			Food Supplies	01734 SUSSEX SHERIFF
	DISC. TOTAL		CHECK TOTAL	61.60	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	61.60
00000000	001569	COLONIAL HEIGHTS	23720-1	8/31/2021		4100-021400-1265-242-210	1,691.31	220172			Vehicle Maintenance & Repairs	01734 SUSSEX COUNTY
	DISC. TOTAL		CHECK TOTAL	1,691.31	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	1,691.31
00000000	000020	COMLING BROTHERS	302619	9/29/2021		4100-051100-1259-512-510	19.39	220173			Other Equipment Purchases	01734 # SCJ001
	DISC. TOTAL		CHECK TOTAL	19.39	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	19.39
00000000	000871	CRYSTAL SPRINGS	1352055 091621	9/16/2021		4100-061100-1277-612-610	27.93	220174			Water Services	01734 # 11421181352055
	DISC. TOTAL		CHECK TOTAL	6091788 091621	9/16/2021	4100-062100-1277-621-620	16.94	220174			Water Services	01734 # 11421076091788
			CHECK TOTAL	44.87	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	44.87
00000000	000902	DOC FARMER'S MARKET	MKT86892	10/04/2021		4100-051500-1246-551-510	248.25	220175			Food Supplies	01734 SUSSEX COUNTY JAIL
	DISC. TOTAL		CHECK TOTAL	248.25	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	248.25
00000000	001651	DOCUMENT SYSTEMS	117433	9/10/2021		4100-021100-2120-211-210-203	99.00	220176			COVID-19 Expenses	01734 SUSSEX COUNTY ADMH
	DISC. TOTAL		CHECK TOTAL	117750	9/23/2021	4100-062100-1252-621-620	75.36	220176			Equipment Lease/Rental	01734 SUSSEX CIRCUIT COU
			CHECK TOTAL	174.36	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	174.36
00000000	001840	EVIDENT, INC.	178322A	3/17/2021		4100-051100-1245-512-510	35.51	220177			Law Enforcement Supplies	01734 # 37471
	DISC. TOTAL		CHECK TOTAL	35.51	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	35.51
00000000	001723	GARDAWORLD SECURITY SERVI	715411	9/24/2021		4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
	DISC. TOTAL		CHECK TOTAL	715412	9/24/2021	4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715413	9/24/2021	4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715414	9/24/2021	4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715415	9/24/2021	4100-021600-1229-264-210	1,014.50	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715416	9/24/2021	4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715417	9/24/2021	4100-021600-1229-264-210	1,122.42	220178			Other Professional Services	01734 # SUS001
			CHECK TOTAL	715418	9/24/2021	4100-021600-1229-264-210	8,871.44	220178			TOTAL	8,871.44
00000000	001861	GEO DECISIONS	069180 01	10/05/2021		4100-021400-1228-241-210	3,705.00	220179			Contractual Services	01734 PROJ# 069180 01
	DISC. TOTAL		CHECK TOTAL	069180 02	10/05/2021	4100-021400-1228-241-210	6,150.00	220179			Contractual Services	01734 PROJ# 069180 02
			CHECK TOTAL	9,855.00	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	9,855.00
00000000	000276	GREENSVILLE COUNTY WATER	1175 090221	9/02/2021		4100-021600-1277-263-210	56.62	220180			Water Services	01734 # 1175
	DISC. TOTAL		CHECK TOTAL	56.62	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	56.62
00000000	001924	INSTITUTE FOR BULLING TEC	CC01-59-0821	9/09/2021		4100-021400-1229-242-210	2,730.00	220181			Other Professional Services	01734 SUSSEX COUNTY
	DISC. TOTAL		CHECK TOTAL	2,730.00	ACH PMT TOTAL	.00 CPA PMT TOTAL					TOTAL	2,730.00



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001709	SCHULTZ LANSCAPES, INC.	33165	10/01/2021		4100-021600-1229-264-210	219.31	220192		Other Professional Services	01734 ANDREWS ROAD
00000000	001709		33166	10/01/2021		4100-021600-1229-264-210	219.31	220192		Other Professional Services	01734 PETERSBRIDGE ROAD
00000000	001709		33167	10/01/2021		4100-021600-1229-264-210	247.30	220192		Other Professional Services	01734 REED ROAD
00000000	001709		33168	10/01/2021		4100-021600-1229-264-210	219.31	220192		Other Professional Services	01734 PARHAM LANE
00000000	001709		33169	10/01/2021		4100-021600-1229-264-210	219.31	220192		Other Professional Services	01734 GENERAL WAYNE HWY
00000000	001709		33170	10/01/2021		4100-021600-1229-264-210	219.31	220192		Other Professional Services	01734 GEORGETOWN ROAD
00000000	001709		33171	10/01/2021		4100-021200-1229-221-210	1,038.45	220192		Other Prof. Ser. & Carpet Clea	01734 HIGGINS STREET
00000000	001709		33172	10/01/2021		4100-021600-1229-264-210	325.05	220192		Other Professional Services	01734 ANDREWS ROAD
00000000	001709		33173	10/01/2021		4100-021200-1229-221-210	128.38	220192		Other Prof. Ser. & Carpet Clea	01734 SOUTH COUNTY DRIVE
00000000	001709		33354	10/01/2021		4100-021200-1229-221-210	553.21	220192		Other Prof. Ser. & Carpet Clea	01734 REGISTRAR OFFICE
		DISC. TOTAL					3,388.94				3,388.94
00000000	001990	STROSHIDER CHEVROLET INC.	0043271	10/04/2021		4100-021100-2120-211-210-203	40,000.52	220193		COVID-19 Expenses	01734 SUSSEX ANML CONTRO
		DISC. TOTAL					40,000.52				40,000.52
00000000	001827	TEMP-POWER, INC	15280U-2	9/13/2021		4100-021600-1252-264-210	1,120.00	220194		Equipment Lease/Rental	01734 # 4679
00000000	001827		164750-2	9/13/2021		4100-021600-1252-264-210	1,120.00	220194		Equipment Lease/Rental	01734 # 4679
		DISC. TOTAL					2,240.00				2,240.00
00000000	000318	TOWN OF WAVERLY	1814040098	8/31/2021		4100-021600-1277-263-210	75.00	220195		Water Services	01734 # 1814040098
		DISC. TOTAL					75.00				75.00
00000000	000080	TRI CITY OFFICE PRODUCTS	0140341-001	9/15/2021		4100-062100-1241-621-620	54.03	220196		Office Supplies	01734 # SXCC-0
00000000	000080		0140472-001	9/29/2021		4100-062100-1241-621-620	90.45	220196		Office Supplies	01734 # SXCC-0
		DISC. TOTAL					144.48				144.48
00000000	000831	VACORP	1072021279409	10/04/2021		4100-021100-1295-211-210	2,500.00	220197		Insurance Services (Non Vehic	01734 # VA-SUS-107-21-PO
		DISC. TOTAL					2,500.00				2,500.00
00000000	999999	VESA	VESA DUES FY22	10/01/2021		4100-081300-2110-822-810	130.00	220198		VA Cooperative Extension	01734 MASON, JAMES
		DISC. TOTAL					130.00				130.00
00000000	001118	WATKINS INSURANCE AGENCY, MEMO BILL		10/04/2021		4100-021500-1299-251-210	4,906.00	220199		Miscellaneous Other	01734 # SUSSCOU-01
		DISC. TOTAL					4,906.00				4,906.00
00000000	001986	WOMBLE, TANEA	TW 093021	9/30/2021		4100-081300-2110-822-810	12.94	220200		VA Cooperative Extension	01734 REIMBURSEMENT
		DISC. TOTAL					12.94				12.94
00000000	001644	XEROX FINANCIAL SERVICES	2825363	9/15/2021		4100-061100-1252-612-610	232.95	220201		Equipment Lease/Rental	01734 # 0200078186001
		DISC. TOTAL					232.95				232.95
00000000	001985	8881 PEASE INDUSTRIES, INC	170279	9/27/2021		4100-021600-1272-261-210	2,048.00	220202		Building Maintenance & Repair	01734 SUSSEX ANML CONTRO
		DISC. TOTAL					2,048.00				2,048.00
00000000	001644	XEROX FINANCIAL SERVICES	2823181	9/11/2021		4100-062100-1252-621-620	157.56	220203		Equipment Lease/Rental	01734 # 0200128117001
		DISC. TOTAL					157.56				157.56
		DISC. TOTAL					102,864.92				102,864.92
		DISC. TOTAL					102,864.92				102,864.92

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 102,864.92- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

*Handwritten signatures and notes:*  
 10/19/21  
 10/20/21  
 10/4/21

10.7.21

DATE

10-7-21

DATE

10/7/21

DATE

*Keely Suber*

DIRECTOR OF FINANCE

*Richard J. Cox*

COUNTY ADMINISTRATOR

*Steve J. Cox*

TREASURER

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	ACCOUNT NO.	AMOUNT	CHECK NO.	ACH PMT TOTAL	DISC. TOTAL	CHECK TOTAL	BATCH INV. DESCRIPTION
0000000	001960	ACI PAYMENTS, INC.	1000055154	9/17/2021	9/17/2021	4100-041100-1292-411-410	187.19	220214	.00	.00	187.19	01735 # 39343 187.19
0000000	001746	AMERICAN HOUSING SPECIAL	21-40	9/24/2021	9/24/2021	4100-021400-9003-244-210	746.00	220215	.00	.00	746.00	Bank/CC & Other Fees .00
0000000	001746		21-41	9/24/2021	9/24/2021	4100-021400-9003-244-210	749.00	220215	.00	.00	749.00	Pocahontas-CDBG Grant
0000000	001746		21-42	9/24/2021	9/24/2021	4100-021300-9004-231-210	2,466.00	220215	.00	.00	2,466.00	UNOS-CDBG Housing Grt
0000000	001746		21-43	9/24/2021	9/24/2021	4100-021300-9004-231-210	367.00	220215	.00	.00	367.00	UNOS-CDBG Housing Grt
0000000	001746		21-44	9/24/2021	9/24/2021	4100-021300-9004-231-210	1,596.00	220215	.00	.00	1,596.00	UNOS-CDBG Housing Grt
0000000	001746		21-45	9/24/2021	9/24/2021	4100-021300-9004-231-210	550.00	220215	.00	.00	550.00	UNOS-CDBG Housing Grt
0000000	001746		21-46	9/24/2021	9/24/2021	4100-021300-9004-231-210	1,050.00	220215	.00	.00	1,050.00	UNOS-CDBG Housing Grt
0000000	001746		21-50	10/07/2021	10/07/2021	4100-021300-9004-231-210	2,230.00	220215	.00	.00	2,230.00	UNOS-CDBG Housing Grt
0000000	001746		21-51	10/07/2021	10/07/2021	4100-021300-9004-231-210	2,250.00	220215	.00	.00	2,250.00	UNOS-CDBG Housing Grt
0000000	001507	BARNSDALE OILS INC.	SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021100-1264-211-210	32.52	220216	.00	.00	32.52	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021100-1264-211-210	635.87	220216	.00	.00	635.87	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021300-1264-221-210	339.13	220216	.00	.00	339.13	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021400-1264-242-210	254.35	220216	.00	.00	254.35	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021400-1264-241-210	45.65	220216	.00	.00	45.65	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021500-1264-253-210	288.70	220216	.00	.00	288.70	Mileage
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-051100-1264-512-510	9,811.60	220216	.00	.00	9,811.60	Mileage/Gas
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4105-071100-1264-711-710	1,317.40	220216	.00	.00	1,317.40	Gasoline
0000000	001507		SUSSEXTY 093021	9/30/2021	9/30/2021	4100-021100-1264-211-210	12,665.32	220216	.00	.00	12,665.32	TOTAL
0000000	001676	BERKLEY GROUP	WO#2A INV#14	10/04/2021	10/04/2021	4100-021400-1225-241-210	4,020.00	220217	.00	.00	4,020.00	Management Consulting Services01735 PLANNING POSITION
0000000	001676		WO#2B INV#14	10/04/2021	10/04/2021	4100-021400-1225-241-210	4,608.00	220217	.00	.00	4,608.00	Management Consulting Services01735 PLANNING DIRECTOR
0000000	001676		WO#3 INV#11-1	10/04/2021	10/04/2021	4100-021400-1225-241-210	3,350.00	220217	.00	.00	3,350.00	Other Professional Services 01735 SMALL AREA PLANS
0000000	001676		WO#7 INV#11	10/04/2021	10/04/2021	4100-021400-1225-241-210	650.00	220217	.00	.00	650.00	Management Consulting Services01735 SOLAR PROJ APPLICTN
0000000	001676		WO#7 INV#11	10/04/2021	10/04/2021	4100-021400-1225-241-210	12,628.00	220217	.00	.00	12,628.00	TOTAL
0000000	000915	BLACKWATER REGIONAL	123	10/01/2021	10/01/2021	4100-081400-2110-826-810	46,537.75	220218	.00	.00	46,537.75	Blackwater/Regional Library 01735 SUSSEX COUNTY
0000000	999999	BROWN, GEORGE	GB 0921	10/05/2021	10/05/2021	4100-051500-1215-551-510	144.00	220219	.00	.00	144.00	Inmate Pay
0000000	999738	BUTLER'S TOWING AND	9042	10/05/2021	10/05/2021	4100-051100-1265-512-510	20.00	220220	.00	.00	20.00	Vehicle Maintenance & Repairs01735 SUSSEX SHERIFF
0000000	000728	CARQUEST OF WAKEFIELD	15335-28149	9/09/2021	9/09/2021	4100-021200-1265-221-210	19.58	220221	.00	.00	19.58	Vehicle Maintenance & Repairs01735 # 2836
0000000	001676		15335-28995	10/06/2021	10/06/2021	4100-021300-1246-551-510	17.16	220221	.00	.00	17.16	Vehicle Maintenance & Repairs01735 # 2836
0000000	001368	CAS SEVERN, INC.	439531	9/30/2021	9/30/2021	4100-041100-1229-411-410	107.50	220222	.00	.00	107.50	Other Professional Services 01735 # 2445
0000000	001485	CENTRAL AGRIBUSINESS	JR26266	10/06/2021	10/06/2021	4100-051500-1246-551-510	61.60	220223	.00	.00	61.60	Food Supplies
0000000	001630	CHERRY BROTHERS	12-921801322	10/06/2021	10/06/2021	4100-051500-1247-551-510	322.22	220224	.00	.00	322.22	Janitorial Supplies
0000000	001630		12-921802359	10/06/2021	10/06/2021	4100-051500-1246-551-510	2,176.82	220224	.00	.00	2,176.82	Food Supplies
0000000	001630		12-921802359	10/06/2021	10/06/2021	4100-051500-1246-551-510	2,499.04	220224	.00	.00	2,499.04	TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P DATE	A/P AMOUNT	ACCOUNT NO.	ACH AMOUNT	ACH DATE	ACH AMOUNT	NET AMOUNT	CHECK NO.	CHECK DATE	ACH PAYMENT	ACH DATE	ACH PAYMENT	DISC. TOTAL	BATCH INV. DESCRIPTION
0000000	001946	COMMONWEALTH OCCUPATIONAL	951068	9/28/2021	9/28/2021	320.00	4100-021100-1227-211-210	320.00	9/28/2021	320.00	320.00	220225	9/28/2021	320.00	9/28/2021	320.00	.00	01735 SUSSEX COUNTY
0000000	000622	COUNTY OF GREENSVILLE	2851	10/01/2021	10/01/2021	2,910.75	4100-061100-1214-611-610	2,910.75	10/01/2021	2,910.75	2,910.75	220226	10/01/2021	2,910.75	10/01/2021	2,910.75	.00	01735 SUSSEX COUNTY
0000000	000931	COUNTY OF PRINCE GEORGE	QTR 1 2022	10/12/2021	10/12/2021	1,972.56	4100-061100-1214-611-610	1,972.56	10/12/2021	1,972.56	1,972.56	220227	10/12/2021	1,972.56	10/12/2021	1,972.56	.00	01735 SUSSEX COUNTY
0000000	000020	COMLING BROTHERS	301874	9/10/2021	9/10/2021	80.65	4100-021600-1245-261-210	80.65	9/10/2021	80.65	80.65	220228	9/10/2021	80.65	9/10/2021	80.65	.00	01735 SUSSEX COUNTY
0000000	000024	CRATER YOUTH CARE	23020	9/24/2021	9/24/2021	6,288.58	4100-081800-2110-863-810	6,288.58	9/24/2021	6,288.58	6,288.58	220229	9/24/2021	6,288.58	9/24/2021	6,288.58	.00	01735 SUSSEX COUNTY
0000000	999999	DAVIS, LOUIE	LD 0921	10/05/2021	10/05/2021	144.00	4100-051500-1215-551-510	144.00	10/05/2021	144.00	144.00	220230	10/05/2021	144.00	10/05/2021	144.00	.00	01735 SUSSEX COUNTY
0000000	000193	DEPART OF MOTOR VEHICLES	202127300830	10/07/2021	10/07/2021	600.00	4100-041100-1299-411-410	600.00	10/07/2021	600.00	600.00	220231	10/07/2021	600.00	10/07/2021	600.00	.00	01735 SUSSEX COUNTY
0000000	001651	DOCUMENT SYSTEMS	117404	9/09/2021	9/09/2021	49.00	4100-031100-1252-311-310	49.00	9/09/2021	49.00	49.00	220232	9/09/2021	49.00	9/09/2021	49.00	.00	01735 SUSSEX COUNTY
0000000	001651	DOCUMENT SYSTEMS	118134	10/08/2021	10/08/2021	99.00	4100-021100-1252-311-210	99.00	10/08/2021	99.00	99.00	220232	10/08/2021	99.00	10/08/2021	99.00	.00	01735 SUSSEX COUNTY
0000000	001651	DOCUMENT SYSTEMS	118190	10/10/2021	10/10/2021	200.79	4100-021400-1252-241-210	200.79	10/10/2021	200.79	200.79	220232	10/10/2021	200.79	10/10/2021	200.79	.00	01735 SUSSEX COUNTY
0000000	001651	DOCUMENT SYSTEMS	118190	10/10/2021	10/10/2021	200.79	4100-021400-1252-242-210	200.79	10/10/2021	200.79	200.79	220232	10/10/2021	200.79	10/10/2021	200.79	.00	01735 SUSSEX COUNTY
0000000	001651	DOCUMENT SYSTEMS	118191	10/10/2021	10/10/2021	386.37	4100-021100-1252-211-210	386.37	10/10/2021	386.37	386.37	220232	10/10/2021	386.37	10/10/2021	386.37	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	0482572328	9/27/2021	9/27/2021	2,897.35	4100-021600-1276-263-210	2,897.35	9/27/2021	2,897.35	2,897.35	220233	9/27/2021	2,897.35	9/27/2021	2,897.35	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	3500335009	9/29/2021	9/29/2021	1,324.25	4100-021600-1276-263-210	1,324.25	9/29/2021	1,324.25	1,324.25	220233	9/29/2021	1,324.25	9/29/2021	1,324.25	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	4204030300	9/29/2021	9/29/2021	18.35	4100-021600-1276-264-210	18.35	9/29/2021	18.35	18.35	220233	9/29/2021	18.35	9/29/2021	18.35	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	5080737736	9/27/2021	9/27/2021	139.93	4100-021600-1276-263-210	139.93	9/27/2021	139.93	139.93	220233	9/27/2021	139.93	9/27/2021	139.93	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	5690307508	9/29/2021	9/29/2021	45.41	4100-021500-1279-251-210	45.41	9/29/2021	45.41	45.41	220233	9/29/2021	45.41	9/29/2021	45.41	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	6305358712	9/28/2021	9/28/2021	410.50	4100-021600-1276-264-210	410.50	9/28/2021	410.50	410.50	220233	9/28/2021	410.50	9/28/2021	410.50	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	6860160149	9/29/2021	9/29/2021	155.29	4100-021600-1276-263-210	155.29	9/29/2021	155.29	155.29	220233	9/29/2021	155.29	9/29/2021	155.29	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	7190905005	9/28/2021	9/28/2021	59.34	4100-021600-1276-264-210	59.34	9/28/2021	59.34	59.34	220233	9/28/2021	59.34	9/28/2021	59.34	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	7378703693	9/21/2021	9/21/2021	543.23	4100-021600-1276-263-210	543.23	9/21/2021	543.23	543.23	220233	9/21/2021	543.23	9/21/2021	543.23	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	8855852839	9/29/2021	9/29/2021	5,649.92	4100-021600-1276-263-210	5,649.92	9/29/2021	5,649.92	5,649.92	220233	9/29/2021	5,649.92	9/29/2021	5,649.92	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	9447701492	9/24/2021	9/24/2021	17.00	4100-021600-1276-263-210	17.00	9/24/2021	17.00	17.00	220234	9/24/2021	17.00	9/24/2021	17.00	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	9630317502	9/29/2021	9/29/2021	459.12	4100-021600-1276-263-210	459.12	9/29/2021	459.12	459.12	220234	9/29/2021	459.12	9/29/2021	459.12	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	9660330003	9/29/2021	9/29/2021	237.47	4100-021600-1276-263-210	237.47	9/29/2021	237.47	237.47	220234	9/29/2021	237.47	9/29/2021	237.47	.00	01735 SUSSEX COUNTY
0000000	000084	DOMINION VIRGINIA POWER	9670342501	9/30/2021	9/30/2021	224.71	4100-021600-1276-263-210	224.71	9/30/2021	224.71	224.71	220234	9/30/2021	224.71	9/30/2021	224.71	.00	01735 SUSSEX COUNTY
0000000	001725	EDMUNDS WASTE REMOVAL INC	107059	10/01/2021	10/01/2021	425.00	4100-021600-1247-264-210	425.00	10/01/2021	425.00	425.00	220235	10/01/2021	425.00	10/01/2021	425.00	.00	01735 SUSSEX COUNTY
0000000	001652	FERRILLGAS	1116761265	9/08/2021	9/08/2021	782.90	4100-051500-1279-551-510	782.90	9/08/2021	782.90	782.90	220236	9/08/2021	782.90	9/08/2021	782.90	.00	01735 SUSSEX COUNTY
0000000	001652	FERRILLGAS	1116761265	9/08/2021	9/08/2021	782.90	4100-051500-1279-551-510	782.90	9/08/2021	782.90	782.90	220236	9/08/2021	782.90	9/08/2021	782.90	.00	01735 SUSSEX COUNTY



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCEL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	G/L ACCOUNT	DBSC.	BATCH INV. DESCRIPTION
0000000	001723	GARDAWORLD SECURITY SERVI	720235	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720236	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720237	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720238	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720239	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720240	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720241	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	720242	10/01/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722560	10/08/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722561	10/08/2021		4100-021600-1229-264-210	1,122.42	220237			Other Professional Services	01735 # SUS001	
		DISC. TOTAL					.00						
		CHECK TOTAL					11,224.20						11,224.20
0000000	001723	GARDAWORLD SECURITY SERVI	722562	10/08/2021		4100-021600-1229-264-210	1,122.42	220238			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722563	10/08/2021		4100-021600-1229-264-210	1,122.42	220238			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722564	10/08/2021		4100-021600-1229-264-210	1,122.42	220238			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722565	10/08/2021		4100-021600-1229-264-210	1,122.42	220238			Other Professional Services	01735 # SUS001	
0000000	001723	GARDAWORLD SECURITY SERVI	722566	10/08/2021		4100-021600-1229-264-210	1,122.42	220238			Other Professional Services	01735 # SUS001	
		DISC. TOTAL					.00						
		CHECK TOTAL					5,612.10						5,612.10
0000000	000276	GREENSVILLE COUNTY WATER	1175 092921	9/29/2021		4100-021600-1277-263-210	62.28	220239			Water Services	01735 # 1175	
		DISC. TOTAL					.00						
		CHECK TOTAL					62.28						62.28
0000000	001951	HGS LLC	IN18088	10/11/2021		4100-021100-1228-211-210	567.25	220240			Contractual Services	01735 PROJ# PRJ103735	
		DISC. TOTAL					.00						
		CHECK TOTAL					567.25						567.25
0000000	000049	JARRATT HARDWARE	2109-095670	9/07/2021		4100-021200-1274-221-210	21.37	220241			Grounds Maintenance & Repair	01735 # 136	
0000000	000049	JARRATT HARDWARE	2109-098004	9/30/2021		4100-051500-1272-551-510	33.47	220241			Building Maintenance & Repair	01735 # 159	
		DISC. TOTAL					.00						
		CHECK TOTAL					54.84						54.84
0000000	001538	JIM WHELAN'S SERV. CENTER	106804	10/06/2021		4100-051100-1265-512-510	49.95	220242			Vehicle Maintenance & Repair	01735 SUSSEX SHERIFF	
		DISC. TOTAL					.00						
		CHECK TOTAL					49.95						49.95
0000000	001303	MCRIFFF INSURANCE SERVICES	1800039307	9/27/2021		4100-021100-1228-211-210	6,000.00	220243			Contractual Services	01735 ACCT# 52000231	
		DISC. TOTAL					.00						
		CHECK TOTAL					6,000.00						6,000.00
0000000	001983	MID-ATLANTIC PEST AND LAW	2235	10/11/2021		4100-021600-1229-264-210	600.00	220244			Other Professional Services	01735 SUSSEX COUNTY	
		DISC. TOTAL					.00						
		CHECK TOTAL					600.00						600.00
0000000	000163	PEARSON'S APPRAISAL SERV	#6 100721	10/07/2021		4100-031100-1225-312-310	9,201.10	220245			Management Consulting Services	01735 SUSSEX COUNTY	
		DISC. TOTAL					.00						
		CHECK TOTAL					9,201.10						9,201.10
0000000	000061	PRINCE GEORGE ELECTRIC	1413003200	9/29/2021		4100-021600-1276-263-210	48.19	220246			Electric	01735 # 1413003200	
0000000	000061	PRINCE GEORGE ELECTRIC	1423010000	9/29/2021		4100-021600-1276-263-210	77.11	220246			Electric	01735 # 1423010000	
0000000	000061	PRINCE GEORGE ELECTRIC	1667000200	9/29/2021		4100-021600-1276-263-210	110.47	220246			Electric	01735 # 1667000200	
0000000	000061	PRINCE GEORGE ELECTRIC	2006028100	10/05/2021		4100-021600-1276-263-210	396.95	220246			Electric	01735 # 2006028100	
		DISC. TOTAL					.00						
		CHECK TOTAL					632.72						632.72
0000000	999999	RICHARDSON, LUTHER	LR 0921	10/05/2021		4100-051500-1215-551-510	15.30	220247			Inmate Pay	01735 INMATE PAY	
		DISC. TOTAL					.00						
		CHECK TOTAL					15.30						15.30
0000000	001618	SHRED-IT USA, LLC	8000122947	9/30/2021		4100-021100-1228-211-210	415.78	220248			Contractual Services	01735 # 1000528107	
		DISC. TOTAL					.00						
		CHECK TOTAL					415.78						415.78





P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INVENTORY DESCRIPTION
00000000	001960	ACI PAYMENTS, INC.	1000056805	10/11/2021		4100-041100-1292-411-410	12.94	220273			Bank/CC & Other Fees	01736 # 39343
00000000	001960		1000057351	10/15/2021		4100-041100-1292-411-410	50.09	220273			Bank/CC & Other Fees	01736 # 39343
				63.03							TOTAL	63.03
00000000	000342	AGRI-VA, INC	1884076	10/14/2021		4100-021600-1242-261-210	311.92	220274			Agricultural Supplies	01736 # 60039
				311.92							TOTAL	311.92
00000000	001917	AMAZON CAPITAL SERVICES	1C79-QFYK-19HX	10/12/2021		4100-021600-1241-261-210	13.99	220275			Office Supplies	01736 # AIU0835E5CTAJC
00000000	001917		1KQF-IP37-MFRQ	10/11/2021		4100-021600-1247-261-210	206.06	220275			Janitorial Supplies	01736 # AIU0835E5CTAJC
00000000	001917		1KQF-IP37-MFRQ	10/11/2021		4100-021600-1242-261-210	104.45	220275			Agricultural Supplies	01736 # AIU0835E5CTAJC
00000000	001917		11JM-Y13J-96FO	10/19/2021		4100-021600-1241-261-210	17.07	220275			Office Supplies	01736 # AIU0835E5CTAJC
				341.57							TOTAL	341.57
00000000	000738	BUTLER'S TOWING AND	9052	10/11/2021		4100-051100-1265-512-510	20.00	220276			Vehicle Maintenance & Repairs	01736 SUSSEX SHERIFF
00000000	000738		9071	10/11/2021		4100-051100-1265-512-510	20.00	220276			Vehicle Maintenance & Repairs	01736 SUSSEX SHERIFF
00000000	000738		9073	10/12/2021		4100-051100-1265-512-510	20.00	220276			Vehicle Maintenance & Repairs	01736 SUSSEX SHERIFF
00000000	000738		9079	10/12/2021		4100-051100-1265-512-510	20.00	220276			Vehicle Maintenance & Repairs	01736 SUSSEX SHERIFF
				80.00							TOTAL	80.00
00000000	001251	CABIN POINT VETERINARY	69272	9/24/2021		4100-021600-1227-261-210	134.50	220277			Medical Services	01736 # 1707
00000000	001251		69295	9/27/2021		4100-021600-1227-261-210	343.50	220277			Medical Services	01736 # 1707
00000000	001251		69400	10/06/2021		4100-021600-1227-261-210	223.00	220277			Medical Services	01736 # 1707
00000000	001251		69432	10/08/2021		4100-021600-1227-261-210	578.50	220277			Medical Services	01736 # 1707
				1,279.00							TOTAL	1,279.00
00000000	000728	CARQUEST OF WAKEFIELD	15335-29077	10/08/2021		4100-051100-1265-512-510	17.46	220278			Vehicle Maintenance & Repairs	01736 # 5001
00000000	000728		15335-29100	10/09/2021		4100-051100-1265-519-510	32.24	220278			Vehicle Maintenance Repairs	01736 # 5001
				49.70							TOTAL	49.70
00000000	001485	CENTRAL AGRIBUSINESS	JR26351	10/13/2021		4100-051500-1246-551-510	61.60	220279			Food Supplies	01736 SUSSEX SHERIFF
				61.60							TOTAL	61.60
00000000	001074	COX, DESTA	DC 101821 01	10/18/2021		4100-041100-1205-411-410	102.75	220280			Meals	01736 REIMBURSEMENT
00000000	001074		DC 101821 02	10/18/2021		4100-041100-1264-411-410	118.37	220280			Gasoline/Mileage-Non Training	01736 REIMBURSEMENT
				221.12							TOTAL	221.12
00000000	001613	CUSTOM CLEANERS	12241	10/12/2021		4100-051100-1244-512-510	28.00	220281			Uniform Services	01736 SUSSEX SHERIFF
00000000	001613		12242	10/12/2021		4100-051500-1244-551-510	132.00	220281			Uniform Services	01736 SUSSEX SHERIFF
				160.00							TOTAL	160.00
00000000	001892	DIRECTV, LLC	34959122X211010	10/10/2021		4100-021500-1234-253-210	168.25	220282			Telecommunications	01736 # 34959122
				168.25							TOTAL	168.25
00000000	001185	DISPUTANTA ANIMAL HOSPITA	254162	10/11/2021		4100-021600-1227-261-210	84.63	220283			Medical Services	01736 SUSSEX COUNTY
00000000	001185		254165	10/11/2021		4100-021600-1227-261-210	73.53	220283			Medical Services	01736 SUSSEX COUNTY
00000000	001185		254166	10/11/2021		4100-021600-1227-261-210	66.85	220283			Medical Services	01736 SUSSEX COUNTY
00000000	001185		254167	10/11/2021		4100-021600-1227-261-210	172.15	220283			Medical Services	01736 SUSSEX COUNTY
				397.16							TOTAL	397.16
00000000	000902	DOC FARMER'S MARKET	MK187049	10/12/2021		4100-051500-1246-551-510	237.65	220284			Food Supplies	01736 SUSSEX COUNTY JAIL
00000000	000902		MK187206	10/18/2021		4100-051500-1246-551-510	237.65	220284			Food Supplies	01736 SUSSEX COUNTY JAIL
				475.30							TOTAL	475.30

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PHT	ACH PHT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001651	DOCUMENT SYSTEMS	118132	10/08/2021		4100-041100-1255-411-410	44.85	220285			Maintenance Service Contract	01736 SUSSEX TREASURER
0000000	001651		118133	10/08/2021		4100-021100-1210-210-203	19.99	220285			COVID-19 Expenses	01736 SUSSEX ADMIN/FINAN
0000000	001651		118192	10/10/2021		4100-021600-1252-261-210	51.83	220285			Equipment Lease/Rental	01736 SUSSEX ANML CONTRO
		DISC. TOTAL			116.67	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	116.67
0000000	000084	DOMINION VIRGINIA POWER	0561293952	9/30/2021		4100-021600-1276-263-210	6.67	220286			Electric	01736 # 0561293952
0000000	000084		0963166285	10/01/2021		4100-021600-1276-263-210	144.72	220286			Electric	01736 # 0963166285
0000000	000084		1088433121	10/01/2021		4100-021600-1276-263-210	128.50	220286			Electric	01736 # 1088433121
0000000	000084		2406362505	9/29/2021		4100-051500-1276-551-510	2,232.37	220286			Electric	01736 # 2406362505
0000000	000084		2921584914	9/29/2021		4100-051500-1276-551-510	8.54	220286			Electric	01736 # 2921584914
0000000	000084		3776508966	9/30/2021		4100-021600-1276-263-210	6.59	220286			Electric	01736 # 3776508966
0000000	000084		4723819456	10/01/2021		4100-021600-1276-263-210	189.09	220286			Electric	01736 # 4723819456
0000000	000084		6138125478	10/01/2021		4100-021600-1276-263-210	27.89	220286			Electric	01736 # 6138125478
0000000	000084		7248699964	10/01/2021		4100-021600-1276-263-210	639.41	220286			Electric	01736 # 7248699964
0000000	000084		7860242267	9/30/2021		4100-021600-1276-263-210	392.39	220286			Electric	01736 # 7860242267
		DISC. TOTAL			3,776.17	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	3,776.17
0000000	000084	DOMINION VIRGINIA POWER	9073933633	9/29/2021		4100-051500-1276-551-510	62.65	220287			Electric	01736 # 9073933633
0000000	000084		9293060001	10/01/2021		4100-021600-1276-264-210	51.87	220287			Electric	01736 # 9293060001
0000000	000084		9560347503	9/30/2021		4100-021600-1276-263-210	2,413.06	220287			Electric	01736 # 9560347503
0000000	000084		9650330005	9/30/2021		4100-021600-1276-263-210	203.22	220287			Electric	01736 # 9650330005
		DISC. TOTAL			2,730.80	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	2,730.80
0000000	001937	EMPORIA MEDICAL ASSOCIATE	1296	9/14/2021		4100-021100-1227-211-210	50.00	220288			Medical Services	01736 SUSSEX COUNTY
		DISC. TOTAL			50.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	50.00
0000000	000152	GALLS, LLC	19349794	9/22/2021		4100-051500-1244-551-510	75.50	220289			Uniform Services	01736 # 5417395
		DISC. TOTAL			75.50	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	75.50
0000000	001792	GENE REAMS AND ASSOCIATES	GRA 101621	10/16/2021		4100-021500-1299-253-210	1,100.00	220290			Emerg Svcs - Contingency	01736 SUSSEX COUNTY
		DISC. TOTAL			1,100.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	1,100.00
0000000	001637	HALEY FORD SOUTH	44433476	10/06/2021		4100-051100-1265-519-510	3,743.53	220291			Vehicle Maintenance Repairs	01736 SUSSEX SHERIFF
		DISC. TOTAL			3,743.53	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	3,743.53
0000000	001879	ICMA MEMBERSHIP RENEWALS	RD 101821	10/18/2021		4100-021100-1201-211-210	1,212.00	220292			Organization Membership	01736 MEMBER# 417103
		DISC. TOTAL			1,212.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	1,212.00
0000000	000113	JOHN TYLER COMM COLLEGE	FY21/22	10/01/2021		4100-081500-2110-831-810	982.00	220293			John Tyler Community College	01736 FY21/22 CONTRIBUTI
		DISC. TOTAL			982.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	982.00
0000000	001550	KINEX NETWORKING SOLUTION	19432	10/30/2021		4100-021600-1234-263-210	1,553.01	220294			Telecommunications	01736 # 383
		DISC. TOTAL			1,553.01	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	1,553.01
0000000	001433	LOWE'S	911459/1	9/08/2021		4100-051500-1272-551-510	102.54	220295			Building Maintenance & Repair	01736 # 99003370360
		DISC. TOTAL			102.54	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	102.54
0000000	001983	MID-ATLANTIC PEST AND LAW	2242	10/13/2021		4100-021600-1274-261-210	55.00	220296			Grounds Maintenance & Repairs	01736 SUSSEX ANML CONTRO
		DISC. TOTAL			55.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	55.00
0000000	001281	MAFECCO	1107868	9/30/2021		4100-021500-2110-251-210-504	280.00	220297			State Fireman's Fund	01736 SUSSEX PUBLIC SAFE
		DISC. TOTAL			280.00	00 CPA PHT TOTAL	00	EPY PHT TOTAL			TOTAL	280.00

P.O. NO.	VENDOR NAME	INVOICE NO	INVOICE DATE	A/P ACCR	ACCOUNT NO	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT	BATCH INV DESCRIPTION
00000000	000159 ORKIN PEST CONTROL	214196176	10/06/2021		4100-021200-1272-221-210	354.00	220298			Building Maintenance & Repair
	DISC. TOTAL					.00				TOTAL
00000000	001488 RRS FOODSERVICE	2202152	10/14/2021		4100-051500-1246-551-510	1,999.24	220299	N		Food Supplies
	DISC. TOTAL					.00				TOTAL
00000000	001709 SCHULTZ LAWSCAPES, INC.	32866	9/01/2021		4100-021200-1229-221-210	553.21	220300			Other Prof. Ser. & Carpet Cle
	DISC. TOTAL					.00				TOTAL
00000000	001992 SENCORCOMMUNICATIONS, INC.	180996901	10/04/2021		4100-051100-1259-516-510	180.00	220301			Other Equipment Purchases
	DISC. TOTAL					.00				TOTAL
00000000	001571 SHI INTERNATIONAL CORP.	B14173984	10/07/2021		4100-051100-1224-512-510	835.50	220302			Information System Services
	DISC. TOTAL					.00				TOTAL
00000000	001787 SIMPLE COM	12203-OTS	10/08/2021		4100-051500-1224-551-510	25.00	220303			Information Systems Services
	DISC. TOTAL					.00				TOTAL
00000000	000968 SIXTH JUDICIAL CIRCUIT CO	OCTOBER 2021	10/18/2021		4100-061100-1241-611-610	231.04	220304			Office Supplies
	DISC. TOTAL					.00				TOTAL
00000000	000901 SIXTH JUDICIAL CIRCUIT CO	OCTOBER 2021	10/18/2021		4100-061100-1241-611-610	231.04	220305			Office Supplies
	DISC. TOTAL					.00				TOTAL
00000000	001796 SIXTH JUDICIAL CIRCUIT CO	OCTOBER 2021	10/18/2021		4100-061100-1241-611-610	231.04	220306			Office Supplies
	DISC. TOTAL					.00				TOTAL
00000000	000162 SUFFOLK ENERGIES INC	539742	8/31/2021		4100-021600-1278-264-210	809.15	220307			Diesel Fuel
	DISC. TOTAL					.00				TOTAL
00000000	001827 TEMP-POWER, INC	15280V-2	10/11/2021		4100-021600-1252-264-210	1,120.00	220308			Equipment Lease/Rental
	DISC. TOTAL					.00				TOTAL
00000000	001991 USAT LLC	100655102	8/10/2021		4100-021600-1234-262-210	948.00	220309			Mobile Telecommunications
	DISC. TOTAL					.00				TOTAL
00000000	001237 VA COURT CLERKS' ASSOC.	FY21/22-DUES	7/12/2021		4100-062100-1201-621-620	320.00	220310			Organization Membership
	DISC. TOTAL					.00				TOTAL
00000000	000631 VACORP	91850-AUTO-1	9/28/2021		4100-021600-1262-262-210	591.50	220311			Insurance
	DISC. TOTAL					.00				TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INH DESCRIPTION
0000000	000087	VAN CLEEF AUTO PARTS INC	14304	9/20/2021		4100-021500-1265-251-210	9,219.42	220312			Vehicle Maintenance & Rpairs	01736 # 27430
0000000	000087		14589	9/22/2021		4100-021500-1265-251-210	328.36	220312			Vehicle Maintenance & Rpairs	01736 # 27430
0000000	000087		14859	9/28/2021		4100-021500-1265-252-210	1,022.48	220312			Vehicle Maintenance & Repairs	01736 # 27430
		DISC. TOTAL		10,570.26	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000039	VERIZON WIRELESS	9890398803	10/10/2021		4100-011100-1234-111-110	137.11	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021100-1234-211-210	258.60	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021100-1210-211-210-203	98.56	220313			COV10-19 Expenses	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021200-1234-221-210	49.36	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021300-1234-231-210	185.25	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021400-1234-242-210	58.55	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021500-1234-253-210	95.25	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021600-1234-261-210	279.91	220313			Mobile Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021600-1234-262-210	95.27	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021600-1234-263-210	40.01	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-023100-1234-291-230	40.01	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-031100-1234-311-310	40.01	220313			Telecommunications	01736 # 805250394-00001
0000000	000039		9890398803	10/10/2021		4100-021400-1234-241-210	40.01	220313			Telecommunications	01736 # 805250394-00001
		DISC. TOTAL		1,417.90	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	001209	VIRGINIA COOPERATIVE EXT BILL SALRY 22/1		10/14/2021		4100-081300-2110-822-810	9,203.24	220314			VA Cooperative Extension	01736 FY 2022 1ST QUARTE
		DISC. TOTAL		9,203.24	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000259	VIRGINIA DEPT OF FORESTRY 20179336		9/30/2021		4100-021500-2110-255-210	23,067.18	220315			Forest Fire Extinction	01736 FY21/22 CONTRIBUTIBU
		DISC. TOTAL		23,067.18	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000873	WASTE MANAGEMENT OF	3126188-2425-3	10/01/2021		4100-021600-1229-264-210	1,677.94	220316			Other Professional Services	01736 # 25-09633-63000
0000000	000873		3550669-2424-0	10/01/2021		4100-021600-1229-264-210	79	220316			Other Professional Services	01736 # 20-31152-33003
0000000	000873		3551288-2424-8	10/01/2021		4100-021600-1229-264-210	232.50	220316			Other Professional Services	01736 # 25-31437-93006
		DISC. TOTAL		1,911.23	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000090	WAVERLY MOTORS, INC	16640	9/21/2021		4100-021500-1265-253-210	145.00	220317			Vehicle Maintenance & Repairs	01736 SUSSEX COUNTY
		DISC. TOTAL		145.00	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000322	WILLIAMS, GARY H., CLERK GWM 101421		10/14/2021		4100-062100-1292-621-620	17.10	220318			Bank/CC & Other Fees	01736 REIMBURSEMENT
		DISC. TOTAL		17.10	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	001644	XEROX FINANCIAL SERVICES	2879115A	10/18/2021		4100-021100-1252-211-210	285.00	220319			Equipment Lease/Rental	01736 # 0200073202001
0000000	001644		2879115B	10/18/2021		4100-021400-1252-241-210	142.50	220319			Equipment Lease/Rental	01736 # 0200073202001
0000000	001644		2879115B	10/18/2021		4100-021400-1252-242-210	142.50	220319			Equipment Lease/Rental	01736 # 0200073202001
		DISC. TOTAL		570.00	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	000738	BUTLER'S TOWING AND	8912	9/16/2021		4100-021600-1265-261-210	312.07	220320			Vehicle Maintenance & Repairs	01736 SUSSEX ANML CONTRO
0000000	000738		8993	9/28/2021		4100-021600-1265-261-210	1,559.75	220320			Vehicle Maintenance & Repairs	01736 SUSSEX ANML CONTRO
0000000	000738		9035	10/05/2021		4100-021600-1265-261-210	555.46	220320			Vehicle Maintenance & Repairs	01736 SUSSEX ANML CONTRO
		DISC. TOTAL		2,427.28	ACH PMT TOTAL		.00	EPY PMT TOTAL				
0000000	001433	LOWE'S	909311	7/29/2021		4100-021200-1241-221-210	164.09	220321			Office Supplies	01736 # 99000502080
0000000	001433		909466	8/12/2021		4100-021200-1274-221-210	40.76	220321			Grounds Maintenance & Repairs	01736 # 99000502080
0000000	001433		911773	9/09/2021		4100-021200-1274-221-210	23.26	220321			Grounds Maintenance & Repairs	01736 # 99000502080
0000000	001433		911815	9/23/2021		4100-021200-1274-221-210	18.88	220321			Grounds Maintenance & Repairs	01736 # 99000502080

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH PMT TOTAL	ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001433		911815	9/23/2021		4100-021200-1273-221-210	34.10	220321			Building Systems Main & Repairs	01736 # 99000502080
0000000	001433		911815	9/23/2021		4100-021200-1247-221-210	29.94	220321			Janitorial Supplies	01736 # 99000502080
0000000	001433		918701	8/10/2021		4100-021200-1274-221-210	51.18	220321			Grounds Maintenance & Repairs	01736 # 99000502080
		DISC. TOTAL					.00				TOTAL	362.21
							.00				TOTAL	81,049.30
							.00				TOTAL	81,049.30

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 81,049.30- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-21-21  
 DATE  
 10-21-21  
 DATE  
 10/21/21  
 DATE

*Kelley D. Orr*  
 DIRECTOR OF FINANCE  
*Richard J. Cox*  
 COUNTY ADMINISTRATION  
 TREASURER



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR.	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PNT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	001917	AMAZON CAPITAL SERVICES	1M4H-RH14-Q3JT	9/24/2021		4100-063100-1241-631-630	56.57	220332		Office Supplies	01737 # AIUJ8SE5CTAJC
0000000	001917			10/06/2021		4100-063100-1241-631-630	34.99	220332		Office Supplies	01737 # AIUJ8SE5CTAJC
							00.00				21.58
0000000	000010	BANK OF SOUTHSIDE VA	0107 1021 01	9/16/2021		4100-051500-1272-551-510	2.966	31	220333	Building Maintenance & Repairs	01737 JAIL ACCT
0000000	000010		0206 1021 01	9/11/2021		4100-051500-1231-551-510	5.80	220333		Postage	01737 J HARRISON ACCT
0000000	000010		0206 1021 02	9/22/2021		4100-051100-1203-512-510	710.40	220333		Workshops and Conferences	01737 J HARRISON ACCT
0000000	000010		0206 1021 03	9/22/2021		4100-051100-1203-512-510	100.00	220333		Workshops and Conferences	01737 J HARRISON ACCT
0000000	000010		0206 1021 04	9/29/2021		4100-051100-1231-512-510	6.80	220333		Postage	01737 J HARRISON ACCT
0000000	000010		0206 1021 05	9/29/2021		4100-051100-1241-516-510	192.10	220333		Office Supplies	01737 J HARRISON ACCT
0000000	000010		0214 1021 01	9/22/2021		4100-051100-1241-516-510	219.99	220333		Office Supplies	01737 C WYCHE ACCT
0000000	000010		0214 1021 02	9/23/2021		4100-051100-1203-516-510	750.00	220333		Workshops and Conferences	01737 C WYCHE ACCT
0000000	000010		0222 1021 01	9/12/2021		4100-051500-1293-551-510	9.40	220333		Inmate Medical Expenses	01737 V GIVENS ACCT
0000000	000010		0222 1021 02	9/13/2021		4100-051500-1293-551-510	12.49	220333		Inmate Medical Expenses	01737 V GIVENS ACCT
							00.00				4,773.29
0000000	000010	BANK OF SOUTHSIDE VA	0222 1021 03	9/13/2021		4100-051500-1246-551-510	20.00	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 04	9/14/2021		4100-051500-1246-551-510	4.00	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 05	9/17/2021		4100-051500-1246-551-510	30.00	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 06	9/28/2021		4100-051500-1246-551-510	28.10	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 07	10/02/2021		4100-051500-1246-551-510	20.00	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 08	10/02/2021		4100-051500-1246-551-510	6.16	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0222 1021 09	10/06/2021		4100-051500-1246-551-510	20.00	220334		Food Supplies	01737 V GIVENS ACCT
0000000	000010		0248 1021 01	9/24/2021		4100-051100-1264-512-510	30.00	220334		Mileage/Gas	01737 E JOHNSON ACCT
0000000	000010		0248 1021 02	9/27/2021		4100-051100-1264-512-510	30.00	220334		Mileage/Gas	01737 E JOHNSON ACCT
0000000	000010		0248 1021 02	9/27/2021		4100-051100-1205-512-510	1.94	220334		Meals	01737 E JOHNSON ACCT
0000000	000010		0248 1021 03	9/29/2021		4100-051100-1264-512-510	20.00	220334		Mileage/Gas	01737 E JOHNSON ACCT
							00.00				200.20
0000000	000010	BANK OF SOUTHSIDE VA	0255 1021 01	9/20/2021		4100-051500-1246-551-510	20.00	220335		Food Supplies	01737 SUSSEX SHERIFF ACC
0000000	000010		0255 1021 02	9/22/2021		4100-051100-1241-516-510	37.89	220335		Office Supplies	01737 SUSSEX SHERIFF ACC
0000000	000010		0255 1021 03	9/25/2021		4100-051100-1244-512-510	200.00	220335		Uniform Services	01737 SUSSEX SHERIFF ACC
							00.00				257.89
0000000	001767	BB&T	2353 1021 01	9/21/2021		4100-021100-1299-211-210	179.88	220336		Miscellaneous Others	01737 # 4046011199882353
0000000	001767		2353 1021 02	9/29/2021		4100-021200-1254-221-210	89.95	220336		Equipment Maintenance	01737 # 4046011199882353
0000000	001767		2353 1021 03	10/12/2021		4100-021600-1205-261-210	38.35	220336		Meals	01737 # 4046011199882353
0000000	001767		2353 1021 04	10/14/2021		4100-021600-1205-261-210	88.50	220336		Meals	01737 # 4046011199882353
0000000	001767		2353 1021 05	10/15/2021		4100-021600-1204-261-210	414.90	220336		Lodging	01737 # 4046011199882353
0000000	001767		2353 1021 06	10/15/2021		4100-021600-1264-261-210	46.14	220336		Mileage	01737 # 4046011199882353
0000000	001767		2353 1021 07	10/18/2021		4100-021600-1202-261-210	64.50	220336		Publ. Subsc. Books, Ref.	01737 # 4046011199882353
							00.00				922.22
0000000	001680	BLUE 360 MEDIA,LLC	IN2107081594	8/30/2021		4100-063100-1202-631-630	380.12	220337		Pub. Subsc. Books, Ref.	01737 # B100105006505
							00.00				380.12
0000000	001639	BMS DIRECT INC.	153605	10/20/2021		4100-041100-1229-411-410	1,247.97	220338		Other Professional Services	01737 # M421
							00.00				1,247.97
0000000	000738	BUTLER'S TOWING AND	9118	10/20/2021		4100-051100-1265-512-510	20.00	220339		Vehicle Maintenance & Repairs	01737 SUSSEX SHERIFF
							00.00				20.00

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
00000000	001630	CIENEY BROTHERS	12-921869929	10/20/2021	ACH PMT TOTAL	4100-051500-1246-551-510	1,572.35	220340	00	Food Supplies	01737 # 60030700 1,572.35
00000000	001449	CONVERGENT TECHNOLOGIES	24271	10/04/2021	ACH PMT TOTAL	4100-051100-1224-516-510	359.00	220341	00	Information System Services	01737 SUSSEX SHERIFF 359.00
00000000	000871	CRYSTAL SPRINGS	12841556	10/16/2021	ACH PMT TOTAL	4100-063100-1277-631-630	87.79	220342	00	Water Services	01737 # 114253012841556
00000000	000871	CRYSTAL SPRINGS	1352472	10/16/2021	ACH PMT TOTAL	4100-021100-1277-211-210	103.83	220342	00	Water Services	01737 # 11425301352472
00000000	000871	CRYSTAL SPRINGS	7302164	10/14/2021	ACH PMT TOTAL	4100-061100-1277-611-610	35.90	220342	00	Water Services	01737 # 37281837302164
00000000	000036	FEDEX	7-536-75181	10/19/2021	ACH PMT TOTAL	4100-021100-1231-211-210	33.36	220343	00	Postage	01737 # 1752-3517-5 33.36
00000000	001723	GARDAWORLD SECURITY SERVI	724954	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724955	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724956	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724957	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724958	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724959	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724960	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001723	GARDAWORLD SECURITY SERVI	724961	10/15/2021	ACH PMT TOTAL	4100-021600-1229-264-210	1,122.42	220344	00	Other Professional Services	01737 # SUS001
00000000	001924	INSTITUTE FOR BUILDING TEC	CC01-60-1021	10/27/2021	ACH PMT TOTAL	4100-021400-1229-242-210	5,740.00	220345	00	Other Professional Services	01737 SUSSEX COUNTY 5,740.00
00000000	001740	JOHNSON CONTROLS FIRE	22553564	10/01/2021	ACH PMT TOTAL	4100-021200-1273-221-210	3,403.71	220346	00	Building Systems Main & Repair	01737 SUSSEX COUNTY 3,403.71
00000000	000995	LEE-GIVENS, STELLA	SLG 102621	10/26/2021	ACH PMT TOTAL	4100-063100-1231-631-630	58.00	220347	00	Postage	01737 REIMBURSEMENT 58.00
00000000	001115	LIFESTAR AMBULANCE	SC092021	10/20/2021	ACH PMT TOTAL	4100-021500-2110-252-210-524	21,888.00	220348	00	Emergency Med. SVC - Pd EMT	01737 SEPTEMBER 2021
00000000	001115	LIFESTAR AMBULANCE	WAV092021	10/20/2021	ACH PMT TOTAL	4100-021500-2110-252-210-524	51,840.00	220348	00	Emergency Med. SVC - Pd EMT	01737 SEPTEMBER 2021
00000000	000164	PITNEY-BOWES, LLC	3314375393	9/25/2021	ACH PMT TOTAL	4100-061100-1252-612-610	656.88	220349	00	Equipment Lease/Rentals	01737 # 11595094 656.88
00000000	000832	SAM'S CLUB DIRECT	669	9/21/2021	ACH PMT TOTAL	4100-021200-1247-221-210	30.94	220350	00	Janitorial Supplies	01737 # 0402194646154
00000000	000832	SAM'S CLUB DIRECT	669	9/21/2021	ACH PMT TOTAL	4100-021200-1254-221-210	23.96	220350	00	Equipment Maintenance	01737 # 0402194646154
00000000	000187	SHANKO, JAMES	JS 101921	10/19/2021	ACH PMT TOTAL	4100-051500-1241-551-510	44.19	220351	00	Office Supplies	01737 REIMBURSEMENT 44.19
00000000	001993	SPRATLEY REPORTING LLC	1029	3/11/2021	ACH PMT TOTAL	4100-063100-1241-631-630	155.00	220352	00	Office Supplies	01737 SUSSEX COUNTY 155.00
00000000	000686	SUSSEX SOCIAL SERVICES	SC055-062921	6/29/2021	ACH PMT TOTAL	4100-021100-2120-211-210-203	2,111.29	220353	00	COVID-19 Expenses	01737 REIMBURSEMENT 2,111.29



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
0000000	000769		0601250741	10/21/2021		4100-021100-1299-211-210	17 52	220362			Miscellaneous Others	01737 # 551326675000162
0000000	000769		0601250741	10/21/2021		4105-071100-1234-711-710	57 60	220362			Telecommunications	01737 # 551326675000162
			CHECK TOTAL			00 CPA PMT TOTAL	.00	EPY PMT TOTAL				1,264.95
0000000	000039	VERIZON WIRELESS	9890506754	10/12/2021		4100-051100-1234-512-510	697 76	220363			Telecommunications	01737 # 520620824-00001
0000000	000039		9890506754	10/12/2021		4100-051100-1234-516-510	697 76	220363			Telecommunications	01737 # 520620824-00001
			CHECK TOTAL			00 CPA PMT TOTAL	1,614.90	EPY PMT TOTAL				1,614.90
0000000	001693	VIRGINIA STAFFING GROUP	10184	8/08/2021		4100-021200-1229-221-210	604.00	220364			Other Prof. Ser. & Carpet	01737 # 134
			CHECK TOTAL			00 CPA PMT TOTAL	604.00	EPY PMT TOTAL				604.00
0000000	001957	WRIGHT, DAN'TE	DM 102621	10/26/2021		4100-063100-1241-631-630	86.98	220365			Office Supplies	01737 REIMBURSEMENT
			CHECK TOTAL			00 CPA PMT TOTAL	86.98	EPY PMT TOTAL				86.98
0000000	001767	BB&T	2338 1021 01	9/22/2021		4100-021600-1245-261-210	105.50	220366			Law Enforcement Supplies	01737 # 4046011199882338
0000000	001767		2338 1021 02	9/27/2021		4100-021100-1258-211-210	29.98	220366			Computer Software/Applications	01737 # 4046011199882338
0000000	001767		2338 1021 03	9/28/2021		4100-021600-1242-261-210	505.40	220366			Agricultural Supplies	01737 # 4046011199882338
0000000	001767		2338 1021 04	10/07/2021		4100-021600-1242-261-210	670.15	220366			Agricultural Supplies	01737 # 4046011199882338
0000000	001767		2338 1021 05	10/14/2021		4100-041100-1204-411-410	279.26	220366			Lodging	01737 # 4046011199882338
			CHECK TOTAL			00 CPA PMT TOTAL	1,590.30	EPY PMT TOTAL				1,590.30
0000000	000317	TOWN OF WAKEFIELD	1943 111521	11/15/2021		4100-021600-1277-263-210	33.34	220367			Water Services	01737 # 1943
			CHECK TOTAL			00 CPA PMT TOTAL	33.34	EPY PMT TOTAL				33.34
0000000	000039	VERIZON WIRELESS	9890420923	10/10/2021		4125-031700-5841-	187.85	220368			Drug Forf. Fund / Com. Atty	01737 # 905440571-00001
			CHECK TOTAL			00 CPA PMT TOTAL	187.85	EPY PMT TOTAL				187.85
0000000	001767	BB&T	2346 1021 01	9/29/2021		4100-021100-1203-211-210	135.00	220369			Workshops and Conferences	01737 # 4046011199882346
0000000	001767		2346 1021 02	10/16/2021		4100-063100-1204-631-630	451.05	220369			Lodging	01737 # 4046011199882346
0000000	001767		2346 1021 03	10/15/2021		4100-021100-1203-211-210	250.00	220369			Workshops and Conferences	01737 # 4046011199882346
			CHECK TOTAL			00 CPA PMT TOTAL	836.05	EPY PMT TOTAL				836.05
			CHECK TOTAL			00 CPA PMT TOTAL	119,137.18	EPY PMT TOTAL				119,137.18
			CHECK TOTAL			00 CPA PMT TOTAL	119,137.18	EPY PMT TOTAL				119,137.18

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 119,137.18- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED

10-28-21  
DATE

10-28-21  
DATE

10/28/21  
DATE

*[Signature]*  
 DIRECTOR OF FINANCE  
*[Signature]*  
 COUNTY ADMINISTRATION  
*[Signature]*  
 DEPT. CLERK, TREASURER

# PAYROLL DEDUCTION CHECKS



P/O NO.	VEND NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000245	AFLAC	DC040211016211000	10/15/2021	100-000200-0100-	709.87	220204		00000
00000	000245		DC040211016211000	10/15/2021	105-000200-0100-	127.49	220204		00000
00000	000245		DC041211016211000	10/15/2021	100-000200-0100-	607.90	220204		00000
00000	000245		DC041211016211000	10/15/2021	105-000200-0100-	113.04	220204		00000
					CHECK TOTAL	1,558.30			
00000	000881	ANTHEM BLUE CROSS AND	DC001211016211000	10/15/2021	100-000200-0100-	33,212.00	220205		00000
00000	000881		DC001211016211000	10/15/2021	105-000200-0100-	7,866.00	220205		00000
00000	000881		DC002211016211000	10/15/2021	100-000200-0100-	808.50	220205		00000
00000	000881		DC003211016211000	10/15/2021	100-000200-0100-	1,180.00	220205		00000
00000	000881		DC004211016211000	10/15/2021	100-000200-0100-	1,949.00	220205		00000
00000	000881		DC012211016211000	10/15/2021	100-000200-0100-	2,004.00	220205		00000
00000	000881		DC015211016211000	10/15/2021	100-000200-0100-	974.50	220205		00000
00000	000881		DC015211016211000	10/15/2021	100-000200-0100-	1,588.00	220205		00000
					CHECK TOTAL	49,582.00			
00000	001397	LEGAL SHIELD	DC097211016211000	10/15/2021	100-000200-0100-	11.98	220206		00000
00000	001397		DC097211016211000	10/15/2021	105-000200-0100-	26.93	220206		00000
					CHECK TOTAL	38.91			
00000	001021	MINNESOTA LIFE INS CO	DC200211016211000	10/15/2021	100-000200-0100-	400.70	220207		00000
00000	001021		DC200211016211000	10/15/2021	105-000200-0100-	98.35	220207		00000
					CHECK TOTAL	499.05			
00000	000872	NATIONWIDE RETIREMENT	DC090211016211000	10/15/2021	100-000200-0100-	845.00	220208		00000
00000	000872		DC090211016211000	10/15/2021	105-000200-0100-	245.00	220208		00000
					CHECK TOTAL	1,090.00			
00000	001570	NEW JERSEY FAMILY	DC108211016211000	10/15/2021	100-000200-0100-	179.84	220209		00000
					CHECK TOTAL	179.84			
00000	001851	NYS CHLD SUPPORT PROCESS	DC114211016211000	10/15/2021	100-000200-0100-	121.33	220210		00000
					CHECK TOTAL	121.33			
00000	000247	TREASURER OF VIRGINIA	DC080211016211000	10/15/2021	100-000200-0100-	2,128.38	220211		00000
					CHECK TOTAL	2,128.38			
00000	000831	VACORP	DC035211016211000	10/15/2021	100-000200-0100-	178.96	220212		00000
00000	000831		DC035211016211000	10/15/2021	105-000200-0100-	75.85	220212		00000
					CHECK TOTAL	254.81			
00000	001027	VALIC RETIREMENT	DC091211016211000	10/15/2021	100-000200-0100-	1,465.00	220213		00000
					CHECK TOTAL	1,465.00			
					CLASS TOTAL	56,917.62			
					FINAL TOTAL	56,917.62			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 56,917.62 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-2-21  
DATE

10/12/21

*Richard L. Taylor*  
COUNTY ADMINISTRATOR

*Samuel J. Allen*

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P/O NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	ACCOUNT NO.	CHECK NO.	NET AMOUNT	DESCRIPTION	BATCH
00000	AFLAC	DC040211031211000	10/29/2021	100-000200-0100-	220322 ✓	709.87		00000
00000		DC040211031211000	10/29/2021	105-000200-0100-	220322	127.49		00000
00000		DC041211031211000	10/29/2021	100-000200-0100-	220322	623.95		00000
00000		DC041211031211000	10/29/2021	105-000200-0100-	220322	113.04		00000
				CHECK TOTAL		1,574.35		
00000	ANTHEM BLUE CROSS AND	DC001211031211000	10/29/2021	100-000200-0100-	220323	32,775.00		00000
00000		DC001211031211000	10/29/2021	105-000200-0100-	220323	7,866.00		00000
00000		DC002211031211000	10/29/2021	100-000200-0100-	220323	808.50		00000
00000		DC003211031211000	10/29/2021	100-000200-0100-	220323	1,180.00		00000
00000		DC006211031211000	10/29/2021	100-000200-0100-	220323	2,903.00		00000
00000		DC012211031211000	10/29/2021	100-000200-0100-	220323	974.50		00000
00000		DC015211031211000	10/29/2021	100-000200-0100-	220323	1,588.00		00000
				CHECK TOTAL		48,095.00		
00000	LEGAL SHIELD	DC097211031211000	10/29/2021	100-000200-0100-	220324	11.98		00000
00000		DC097211031211000	10/29/2021	105-000200-0100-	220324	26.93		00000
				CHECK TOTAL		38.91		
00000	MINNESOTA LIFE INS CO	DC200211031211000	10/29/2021	100-000200-0100-	220325	400.70		00000
00000		DC200211031211000	10/29/2021	105-000200-0100-	220325	98.35		00000
				CHECK TOTAL		499.05		
00000	NATIONWIDE RETIREMENT	DC090211031211000	10/29/2021	100-000200-0100-	220326	845.00		00000
00000		DC090211031211000	10/29/2021	105-000200-0100-	220326	245.00		00000
				CHECK TOTAL		1,090.00		
00000	NEW JERSEY FAMILY	DC108211031211000	10/29/2021	100-000200-0100-	220327	179.84		00000
				CHECK TOTAL		179.84		
00000	NYS CHILD SUPPORT PROCESS	DC114211031211000	10/29/2021	100-000200-0100-	220328	121.33		00000
				CHECK TOTAL		121.33		
00000	TREASURER OF VIRGINIA	DC080211031211000	10/29/2021	100-000200-0100-	220329	2,128.38		00000
				CHECK TOTAL		2,128.38		
00000	VACORP	DC035211031211000	10/29/2021	100-000200-0100-	220330	178.96		00000
00000		DC035211031211000	10/29/2021	105-000200-0100-	220330	75.85		00000
				CHECK TOTAL		254.81		
00000	VALIC RETIREMENT	DC091211031211000	10/29/2021	100-000200-0100-	220331 ✓	1,465.00		00000
				CHECK TOTAL		1,465.00		
				CLASS TOTAL		55,446.67		
				FINAL TOTAL		55,446.67-		

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 55,446.67- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

10-25-21  
 DATE  
 10/25/21

*Richard C. Taylor*  
 COUNTY ADMINISTRATOR  
*Destiny Gray*

Sussex County  
Treasurer's Report  
will be handed out  
at the meeting.



# SUSSEX COUNTY

## FINANCIAL UPDATE

SUBMITTED BY DESTE J. COX, TREASURER

October 31, 2021

### TABLE OF CONTENTS

**General Fund Revenue/Expenditure Summary**  
**Capital Project Fund Revenue/Expenditure Summary**  
**Reserve Fund Revenue/Expenditure Summary**

**SUSSEX COUNTY - DESTE J. COX, TREASURER**  
**REVENUE/EXPENDITURE SUMMARY REPORT**  
**OCTOBER 2021**

**General Fund**

**FUND BALANCE as of 10/31/21 = \$ 6,047,672**

				<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTIVITY</b>	<b>YTD ACTUAL 10/31/2021</b>	<b>PRIOR FY - YTD Through 10/31/2020</b>	<b>COLLECTED % YTD</b>
<b>REVENUES</b>								
Real Estate - 2021				4,950,093	596,410	596,410	296,713	12.0%
Public Service Corp - 2021				753,613	0	0	60	0.0%
Personal Property - 2021				2,705,677	200,766	200,766	108,728	7.4%
Machinery & Tools - 2021				804,883	15	15	0	0.0%
Local Sales & Use Taxes (net)				902,062	86,770	352,685	301,328	39.1%
Transient Occupancy Tax				40,000	8,820	22,756	12,051	56.9%
Consumer Utility Taxes				88,000	3,390	27,930	28,996	31.7%
Business License Taxes				62,050	1,812	12,099	22,292	19.5%
Motor Vehicle Licenses				223,032	23,493	27,909	27,237	12.5%
Landfill Tipping Fees				4,851,000	452,293	1,829,079	2,005,567	37.7%
Delinquent Taxes RE				161,000	6,834	41,794	85,826	26.0%
Delinquent Tax Personal Property				104,500	8,252	42,014	63,284	40.2%
Penalties - All Property				105,000	1,530	10,439	16,857	9.9%
Interest - All Property				26,000	1,416	6,519	12,645	25.1%
Court Fines				940,000	65,195	265,415	170,535	28.2%
State				4,127,137	482,376	1,332,863	1,241,640	32.3%
Federal				1,500	0	400	976,480	26.7%
Designated Use of Fund Balance				2,245,183	0	0	0	0.0%
<b>EXPENDITURES</b>								
				<b>ANNUAL BUDGET</b>	<b>CURRENT MONTH ACTIVITY</b>	<b>YTD ACTUAL 10/31/2021</b>	<b>PRIOR FY - YTD Through 10/31/2020</b>	<b>SPENT % YTD</b>
General Government				2,491,060	215,000	739,439	1,477,848	29.7%
Judicial Administration				1,216,502	94,698	376,333	379,401	30.9%
Fire, Rescue, EMS				1,892,397	167,064	874,170	628,417	46.2%
Sheriff's Operations & Jail				5,609,577	359,097	1,549,057	1,418,473	27.6%
Public Works				1,092,791	143,308	498,914	423,081	45.7%
Health & Welfare				1,175,528	69,698	604,505	302,820	51.4%
Education				7,753,652	552,820	1,825,713	1,359,005	23.5%
Parks Rec & Cultural Enrichment				255,151	46,538	154,436	138,533	60.5%
Planning/Community Dev				1,647,949	60,680	247,331	608,120	15.0%
Debt Service				1,534,697	0	826,554	746,833	53.9%

\*\*FYE21 includes CARES Act funding

**SUSSEX COUNTY**  
**REVENUE/EXPENDITURE SUMMARY REPORT**  
**OCTOBER 2021**

Capital Projects Fund - Fund 302

FUND BALANCE as of 10/31/21 = \$ 125,783 plus  
 \$701,196 F&R Dedicated Funds

				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 10/31/2021	PRIOR FY - YTD Through 10/31/2020	COLLECTED % YTD
<b>REVENUES</b>								
Transfer from General Fund				0	0	0	150,000	0.0%
<b>Total Capital Projects Fund Revenues</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>150,000</b>	<b>0.0%</b>
<b>EXPENDITURES</b>								
Replace E911 Equip				56,322.00	0	0	0	0.0%
Voting Machines				8,625.00	0	0	0	0.0%
Sheriff Patrol Vehicle				122,134.00	0	68,394	68,394	56.0%
Transfer to Other Funds				175,054	175,054	175,054	406,866	100.0%
Communications				20,000.00	0	0	0	0.0%
Renovations-Co. Buildings				256,303.00	0	0	0	0.0%
School Projects				27,000.00	0	0	0	0.0%
Animal Shelter & Complex				0.00	0	0	23,880	0.0%
<b>Total Capital Projects Fund Expenditures</b>				<b>665,438</b>	<b>175,054</b>	<b>243,448</b>	<b>499,140</b>	<b>36.6%</b>

**SUSSEX COUNTY**  
**REVENUE/EXPENDITURE SUMMARY REPORT**  
**OCTOBER 2021**

Reserve Fund 135

FUND BALANCE as of 10/31/21 = \$ 4,572,581

				ANNUAL BUDGET	CURRENT MONTH ACTIVITY	YTD ACTUAL 10/31/2021	PRIOR FY - YTD Through 10/31/2020	COLLECTED % YTD
<b>REVENUES</b>								
				0	0	0	0	0.0%
<b>Total Reserve Fund Revenues</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>EXPENDITURES</b>								
Transfer to General Fund				176,020	158,270	176,020	0	100.0%
Transfer to VPA Fund				579	579	579	0	100.0%
<b>Total Reserve Fund Expenditures</b>				<b>176,599</b>	<b>158,849</b>	<b>176,599</b>	<b>0</b>	<b>100.0%</b>

# PUBLIC WORKS DEPARTMENT

**Building Department**



**Building & Grounds  
Department**



## November 18, 2021 Monthly Report



## MEMORANDUM

DATE: November 5, 2021  
 TO: Richard Douglas, County Administrator  
 FROM: Jeffrey Gary, Building Official  
 SUBJECT: October 2021 - Monthly Report

Please accept this as the October 2021 update for the Building Department.

### BUILDING ACTIVITY

- October 2021

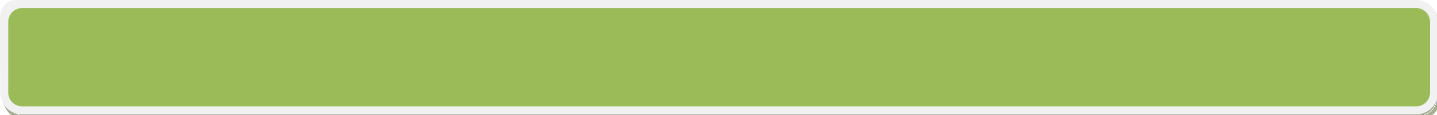
<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
13	18	10	7	101	\$1,146,325.00	\$5,824.88

- October 2020

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
12	11	6	7	47	\$598,777.00	\$3,950.44

- January 2021 – December 2021 (Yearly totals)

<i>Building Permits</i>	<i>Electrical Permits</i>	<i>Plumbing &amp; Sprinkler Permits</i>	<i>Mechanical Permits</i>	<i>Field Inspections</i>	<i>Improvement Value</i>	<i>Revenue Generated</i>
126	125	46	67	734	\$10,324,163.00	\$53,891.56





# **Monthly Report November 18, 2021**

OFFICE OF PUBLIC SAFETY  
G. REID FOSTER, JR.  
PUBLIC SAFETY COORDINATOR  
(804) 834-1305 EXT. 22  
EMAIL: RFOSTER@SUSSEXCOUNTYVA.GOV



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

November 2, 2021

TO: Richard Douglas, County Administrator  
FROM: G. Reid Foster, Jr., Public Safety Coordinator  
SUBJECT: November 2021 Monthly Report

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Enclosed you will find the monthly report for October 2021.

RADIO SYSTEM: Working with Harris to set up a meeting with county administrator, county attorney and myself to get some type of resolution on paging system.

Had new recording system for radio system in stall under maintenance agreement.

RESCUE: Investigating complaint by Waverly rescue squad Treasurer. Having a hard time getting the information from squad. Will be reaching out to get ODEMSA to get outside help on complaint.

Still waiting on new medic for Stony Creek.

EMERGENCY MANAGEMENT: Still working with new GIS vendor on run area for Fire and Rescue and to verify addresses are correct in CAD.

Working with LT. Wyche on new emergency medical dispatch. Trying to find a doctor to oversee this. Assisted Sussex 1 & 2 State prisons with their inspections.

FIRE DEPARTMENTS: Responded to several major accidents on Route 460.

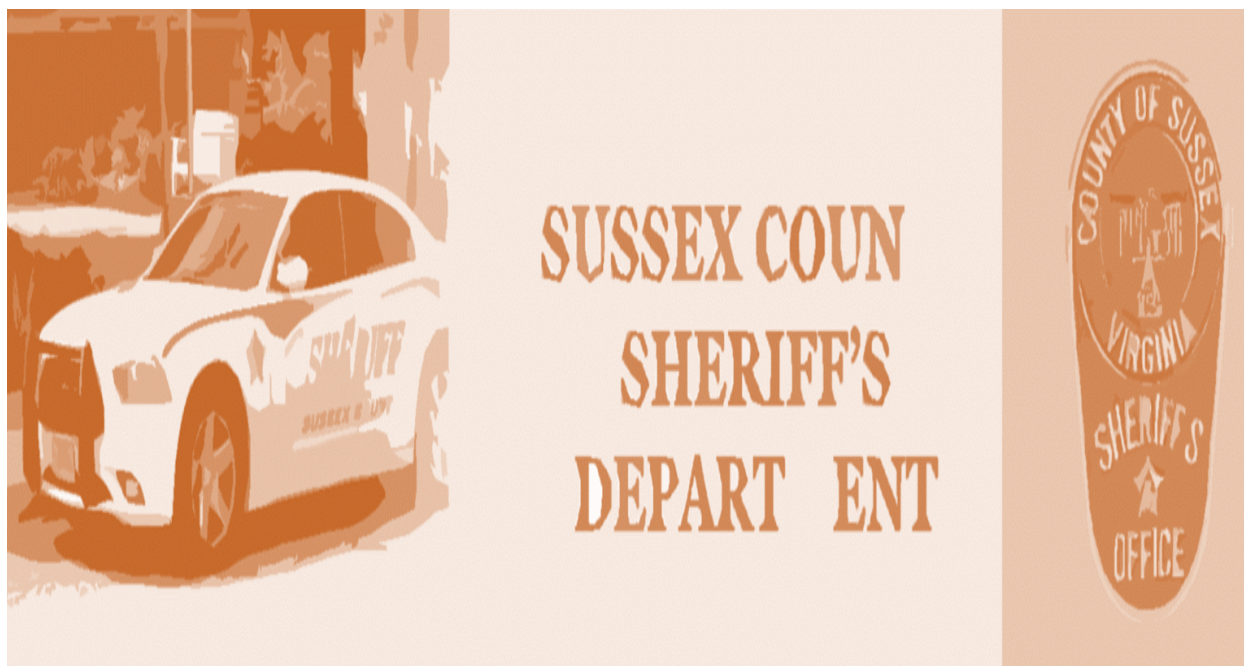
Got quotes on equipment for fire engines. Presented to the Board for approval.

Met with Fire and Rescue Association.

Working with Greenville to set up meeting on Jarratt Fire Truck.

Investigated house fire in Jarratt.

# Sheriff's Department



## Monthly Report

**November 18, 2021**

**BOS Meeting**



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

**PATROL**

<b>CALLS FOR SERVICE</b>	
<b>Type:</b>	<b>Total:</b>
Sheriff	968
Fire	180
Rescue	439
Animal Control	47
Traffic	806
Town of Wakefield	47
<b>TOTAL</b>	

**COURTS**

<b>Court:</b>	<b>Days of Court:</b>
Circuit Court	4
General District	11
JDR Court	5

<b>Court:</b>	<b>Judges:</b>
Circuit Court	4
General District	4
JDR Court	2

**CIVIL**

<b>Type:</b>	<b>Total:</b>
Subpoenas Served	337
Jury Summoned	7
Criminal Warrants	48
DMV Notices	1
Levies	0
TDO	2
ECO	1
Other Civil	106

<b>Fines and Forfeitures</b>	<b>\$85,675.30</b>
<b>Sheriff's Fees</b>	<b>\$292.00</b>
<b>Courthouse Security</b>	<b>\$8,347.89</b>

<b>Total Fuel Used:</b>	<b>1,683 gallons</b>
-------------------------	----------------------

## JAIL

During the month of October 2021, our average daily population was 38.97 inmates. The jail booked in 31 individuals during October.

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

Pre- Trial	29 inmates, having been confined a total of 588 days.
Sentenced Misdemeanant	10 inmates, having been confined a total of 41 days.
Sentenced Felons	9 inmates, having been confined a total of 279 days.
Others	11 inmates, convicted but not sentenced.
Weekenders	5 inmates, serving misdemeanor sentences.

Transports of inmates for various reasons are listed below:

Court / Jail	2
Medical	0
Juvenile	0
Road Crew	5
TDO	2
TOTAL	9

# **Solid Waste Management Services**



**November 18, 2021  
Monthly Report**

**Origin / Material Summary Report**

**Criteria: 10/01/2021 12:00 AM to 10/31/2021 11:59 PM**

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

Origin	Material	Tons
DC	Special Misc-Tons	394.17
<b>Origin Total</b>		<b>394.17</b>
DE	MSWT	323.01
DE	Sandblast Grit-Tons	19.71
DE	Special Misc-Tons	2.04
<b>Origin Total</b>		<b>344.76</b>
MD	MSWT	94.90
MD	Sludge Indus-Tons	63.33
MD	SludgeIndus-Tons	79.12
MD	Special Misc-Tons	52.47
<b>Origin Total</b>		<b>289.82</b>
NC	CDTC	45.38
NC	MSWT	3,461.67
NC	Special Misc-Tons	2,525.94
<b>Origin Total</b>		<b>6,032.99</b>
NY	MSWT	71,825.61
<b>Origin Total</b>		<b>71,825.61</b>
PA	MSWT	53.28
<b>Origin Total</b>		<b>53.28</b>
SUSS BUS	MSWT	14.56
SUSS BUS	Sludge Indus-Tons	1,403.02
<b>Origin Total</b>		<b>1,417.58</b>
SUSS RES	CDTC	53.71
SUSS RES	MSWT	450.78
<b>Origin Total</b>		<b>504.49</b>
VA	CDTC	114.05
VA	MSWT	21,091.08
VA	SludgeIndus-Tons	76.55
VA	Special Misc-Tons	1,631.38
<b>Origin Total</b>		<b>22,913.06</b>
<b>Totals</b>		<b>103,775.76</b>

# Planning Department

Community  
Development  
Programs



**November 18, 2021**  
**Monthly Report**

# Planning & Zoning Department

## Monthly Report for October 2021

*Michael Poarch, County Planner*

### *Community Development/Special Programs Grant Administration*

#### *Current Developments*

- *The Fairfield Inn site remains under construction.*
- *Waste Management Atlantic Waste Disposal is working on plans to add a new borrow area at the landfill.*

#### *Sussex County Urgent Need (UNOS) Project*

- *Seven (7) housing projects have been completed under the UNOS project, including four (4) substantial reconstructions and three (3) rehabilitations.*
- *One (1) housing rehabilitation project has work underway.*
- *One (1) housing rehabilitation project is under contract.*
- *Two (2) substantial reconstructions are under contract with emergency procurement.*
- *One (1) housing project is currently under negotiation and up for consideration for housing rehabilitation.*

#### *Pocahontas Neighborhood Improvement Project*

- *Five (5) housing projects have been completed under the Pocahontas project, including three (3) substantial reconstructions and two (2) rehabilitations.*
- *One (1) housing project is currently under negotiation and up for consideration for housing rehabilitation.*

### *Planning & Zoning*

- *The Planning Commission considered the following application at its October meeting:*
  - *Pit Crew LLC, Conditional Use Permit 2021-02. The Planning Commission voted to recommend approval of the application subject to the following conditions:*
    1. *Provide screening for all operations from Route 460; 6 to 8 feet high fencing with landscaping.*
    2. *Maintain existing tree line around the site.*

*The Board of Supervisors voted to approve the application contingent with the conditions stated above on 10/21/2021.*

- *Eight (8) Zoning Applications were reviewed and approved for October; three (3) for new single-family dwelling, one (1) for replacement of a trailer, one (1) for garage, one (1) for carport, one (1) for lower and upper deck, and one (1) for screen porch and decking.*

### *Erosion & Sediment Control*

- *Required Monthly Land Disturbance Report to DEQ are up-to-date.*

- *Four (4) E&S projects are active with inspections being made within a two week period or after each significant rainfall event.*

**BOARD ACTION FORM**

**Agenda Item:** Consent Agenda #2.06

**Subject:** Fuel Tank Donation to Surry County

**Board Meeting Date:** November 18 2021

=====

**Summary:** Surry County has requested a donation of two oil/gas tanks located at the closed elementary school property in Wakefield, to serve their administrative building. These tanks do not serve a public purpose in their current location and are overgrown with vegetation. Therefore, staff requests that these tanks be donated to Surry County to meet their immediate need.

**Recommendation:** Staff recommends approval.

**Attachment:** Picture of the Tank

=====

**ACTION:** That the Board approves the donation of the two oil/gas tanks located at the closed elementary school property in Wakefield to Surry County to serve their administrative building.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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





**BOARD ACTION FORM**

**Agenda Item:** Consent Agenda #2.07

**Subject:** Surry Building Official Memorandum of Agreement (MOA) Amendment

**Board Meeting Date:** November 18 2021

=====

**Summary:** Attached for your consideration is an amended Memorandum of Agreement for Shared Building Official and Inspection Services with Surry County that changes the fiscal agent from Sussex County to Surry County. This change was requested by the selected candidate for the building official position (Surry County offers family health insurance at a lower cost). The Surry County Board of Supervisors approved the amended agreement on November 4<sup>th</sup>. Staff recommends approval.

**Recommendation:** That the Board approves the Surry Building Official MOA amendment

**Attachment:** Surry and Sussex Counties First Amended MOA for Shared Building Official and Inspection Services

=====

**ACTION:** That the Board approves the Surry Building Official MOA amendment

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**SURRY AND SUSSEX COUNTIES  
FIRST AMENDED MEMORANDUM OF AGREEMENT for SHARED BUILDING  
OFFICIAL and INSPECTION SERVICES**

The County of Surry, Virginia and the County of Sussex, Virginia, political subdivisions of the Commonwealth of Virginia entered into a Memorandum of Agreement on September 16, 2021, for the shared services set out herein (“MOA”), and now desire to adopt this First Amended Memorandum of Agreement to amend certain provisions of the MOA related to the designated employer and applicable personnel policies.

Whereas, the County of Surry, Virginia and the County of Sussex, Virginia (the “Counties”) have identified certain efficiencies and enhanced capabilities to benefit their citizens that would be gained by sharing the services and associated costs of a building official and two building inspectors; and

Whereas, localities may jointly employ or share the services of any person in pursuant to Virginia Code § 15.2-1513 et seq.; and

Whereas, the Counties desire to enter into this First Amended Memorandum of Agreement (“Agreement”) to establish the terms and conditions for sharing the costs to employ these individuals; and

Whereas, upon adoption by the Counties this Agreement supplants and replaces the previously adopted MOA in its entirety.

Now therefore, for and in consideration of the mutual obligations and promises contained herein, the Counties hereby agree as follows:

**1. Shared Services**

The Counties agree to share the services of one certified building official and two certified building inspectors to provide all building and inspection services required by state law and by each County’s ordinances and policies to be provided individuals in these positions. Each County will continue to have their own permit technicians or other administrative personnel to process their respective permits and those individuals are not included in this Agreement.

**2. Compensation, benefits and liability insurance of such persons**

Every person employed under this Agreement, for purposes of salary, retirement, and other employee benefits, public liability insurance and bonds, when required, shall be considered the employee of **Surry County. Sussex County shall pay Surry County** one-half of the total costs of salary, retirement, and other employee benefits and expenses for the building official and building inspectors.

**3. Other job related expenses**

The Counties agree to share all other job related and agreed upon expenses equally, including but not limited to expenses such as vehicle fuel and maintenance, and professional training.

**4. Hiring and disciplinary decisions**

The county administrators for both Counties must agree in order to approve all hiring decisions and employee disciplinary decisions. Otherwise, the **Surry County** personnel policies shall apply.

**5. Office space and coverage**

Each County shall provide office space to accommodate at least one building inspector and the building official. The building official shall rotate offices between the Counties as necessary, and County will provide the office of one building inspector. However, the inspectors shall cover both Counties as needed. The Building Official shall be responsible for coordinating the schedules to ensure appropriate services are being provided in a timely manner in both Counties by the inspectors. Each County shall be solely responsible for the costs to establish, equip and maintain its office space.

**6. Term**

This Agreement replaces the September 16, 2021 MOA in its entirety. It shall become effective upon approval and execution by both parties, and shall continue in effect unless terminated mutually or terminated by either County with 30 days’ written notice to the other County.

In witness whereof, the Counties have caused this Agreement to be signed by their respective duly authorized agents.

Surry County

Sussex County

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Surry County Attorney

\_\_\_\_\_  
Sussex County Attorney

**BOARD ACTION FORM**

**Agenda Item:** Consent Agenda #2.08

**Subject:** Opioid Settlement

**Board Meeting Date:** November 18 2021

=====

**Summary:** Attached for your consideration are: 1) a resolution approving Sussex County’s participation in a proposed state settlement of opioid-related claims; and 2) a resolution approving the Virginia Abatement Fund and Settlement Allocation Memorandum of Understanding. Also attached for your review is the MOU as well as a summary memorandum prepared by the County Attorney providing detailed information on this issue. Adoption of these resolutions are required in order for Sussex County to receive funds from the state opioid settlement.

**Recommendation:** Staff recommends approval.

- Attachments:**
- (1) Resolution approving Sussex County’s participation in a proposed State settlement of o the Virginia Abatement
  - (2) Resolution Approving the Virginia Abatement Fund and Settlement Allocation Memorandum of Understanding
  - (3) MOU and summary memorandum

=====

**ACTION:** That the Board approves the donation of the two oil/gas tanks located at the closed elementary school property in Wakefield to Surry County to serve their administrative building.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

## Memorandum

To: Richard Douglas, Sussex County Administrator

From: Jeff Gore/ Danielle Powell, Hefty Wiley & Gore, PC.

Re: Settlement of National Opioid Litigation – Sussex County Participation Opportunity

Date: October 29, 2021

This Memorandum summarizes the recent informational webinar conducted by VACo/VML and the Office of the Virginia Attorney General. It includes background on this litigation and settlement and the steps the County must take by January 2, 2022, if the Board wants to participate in and receive funds from this settlement.

### **I. Background on the Pending Opioid Distributor/Janssen Settlements**

- 26-Billion-dollar national settlement
- Approx. \$530 million available to Virginia (potentially) but only if all cities and counties vote to join and enter into settlement agreement → amount depends on participation of localities
  - There is a possible lower number but settlement agreements are complicated and did not provide any lower estimates
- Of the \$530 million, defendants are Janssen, Cardinal, McKesson pharmaceutical companies.
- Funds to be distributed over 18 years. Front loaded. In the early years states and localities will receive more
- Not only settlement in works. There are pending bankruptcy cases involving Purdue Pharma and others that could also result in funds going to the state. In addition., For example → McKinsey settlement reached for \$13.7 million (just btw Commonwealth and McKinsey but money will be given to Virginia Opioid Abatement Authority as seed funding for that entity.)
- State responsible for litigating terms and negotiations
- MOU provides for how funds can be used and provides percentage shares and create Virginia Opioid Abatement Authority (“OAA”)
- MOU approved and signed by AG in August this year.

### **II. Breakdown of how settlement funds to be distributed:**

- 15% → participating localities MOU (\*money can be used for anything)
  - Unless settlement agreement provides otherwise.
  - \*There is a chance that non-litigating localities would be limited to opioid abatement uses, but that’s not clear yet. Also, the agreement does provide that the funds can go toward reimbursing the locality for funds it already spent on opioid abatement. So, to that extent, there will likely be some flexibility even if these funds are restricted.

- 15% → participating localities for abatement purposes. Defined in MOU and state code
  - Efforts to treat prevent opioid disorder or mediate opioid epidemic. There are 10 examples in statute
  - If not used for abatement, must report how funds were used
  - **Can be used for reimbursement for past expenditures for opioid abatement or remediation**
  - **Chance that if did not initiate lawsuit, then all funds may have to be tied only to abatement and remediation**
- 15% → goes to Commonwealth without restriction
- 55% → goes to opioid abatement fund (OAF). Funds distributed as follows:
  - 15% to participating localities for restricted use
  - 35% to participating locating regional partnership (e.g., Community Services Boards)
  - 15% to state agencies
  - 35% unrestricted—any of the above and administrative expenses
    - Total up to 85% could go to localities

According to the Settlement Agreement Exhibit A: Sussex would receive an estimated 0.08 % of the proceeds going directly to Virginia localities without restriction on use. We estimate this to be approximately \$64,000. Based on 15% x \$530M = \$79.5 x .08% (Sussex share) = \$63,600. Note: there would be additional funding opportunities through the state fund allocation to localities for opioid abatement, in addition to the 15% direct allocation to localities for opioid abatement purposes.

- MOU pertains to multiple settlements not just the one currently pending
- Percentages to be distributed directly to localities developed by litigating localities. Based on factors to assess opioid impact (death, emergency visits, products shipped to locality, participation in the litigation, etc.)

### III. The Virginia Opioid Abatement Authority (Va. Code §2.2-2365 et seq)

- 55% of settlements funds will go to OAA
  - **If do not participate now, will not be eligible for OAA funds**

### IV. Logistics for Participation in Settlements/MOU

- About 50% of Virginia cities and counties have approved MOU already
- Need all localities to participate to maximize settlement to Virginia
- **Step 1:**

- Join Virginia MOU
  - Adopt resolution to accept MOU and participate in settlement agreement
  - Once adopted copies sent to AG's office and Ed Spivey @ Kauffman and Canoles
    - [tbeshere@oag.state.va.us](mailto:tbeshere@oag.state.va.us) (804-823-6335) AND [wespivey@kaufcan.com](mailto:wespivey@kaufcan.com)
- **Step 2:**
  - Sign on to the settlement agreements and register on national website. County should have already received its unique i.d. number already door this purpose.
    - Adopt resolution approving settlement and delating authority to enter/execute the settlement to the relevant subdivision
    - Go to [nationalopioidsettlement.com](http://nationalopioidsettlement.com) and register. Provide name and email address of person will be authority to sign formal and binding documents.
    - Once receive settlement participation documents, use the DocuSign service to complete ethe execute the documents and submit the completed and signed documentation via the website
      - Agree to release future opioid claims against distributors or Janssen
  - **MUST COMPLETE ALL STEPS BY JANUARY 2, 2022.**
  - Towns with population below 10,000 will not receive notice

✚ Directions to Website:

- [www.nationalopioidsettlement.com](http://www.nationalopioidsettlement.com) →state specific documents→Virginia→allocation deal—Virginia→shows MOU
- [www.nationalopioidsettlement.com](http://www.nationalopioidsettlement.com) subdivisions register here to receive settlement agreement→Subdivisions register here to receive participation agreements (put in state, name of subdivisions and registration code/unique identifier)→ verify registration code→

\*Registration can be done immediately, without committing the County. Only approval of the resolutions will do that. So, registration can be done now to ensure it is done, or it can wait until after the Board of Supervisors considers and approves the two resolutions. But it must be done by Jan. 2, 2022.



RESOLUTION  
2021-109

AT A REGULAR MEETING OF THE SUSSEX COUNTY BOARD OF SUPERVISORS  
HELD IN THE GENERAL DISTRICT COURTROOM OF THE GOVERNMENT CENTER  
ON NOVEMBER 18, 2021, AT 6:00 P.M.

**PRESENT:**

**VOTE:**

The Honorable Susan B. Seward, Chair	_____
The Honorable Wayne O. Jones, Vice-Chairman	_____
The Honorable C. Eric Fly	_____
The Honorable Debbie P. Jones	_____
The Honorable Rufus E. Tyler, Sr.	_____

**A RESOLUTION OF THE SUSSEX COUNTY BOARD OF SUPERVISORS  
APPROVING OF THE COUNTY'S PARTICIPATION IN THE PROPOSED  
SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST MCKESSON,  
CARDINAL HEALTH, AMERISOURCEBERGEN, JANSSEN, AND THEIR  
RELATED CORPORATE ENTITIES, AND DIRECTING THE COUNTY  
ATTORNEY AND THE COUNTY ADMINISTRATOR TO EXECUTE THE  
DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY'S  
PARTICIPATION IN THE SETTLEMENTS**

---

**WHEREAS**, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its cities and counties by adversely impacting, amongst other things, the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services; and

**WHEREAS**, the Commonwealth of Virginia and its cities and counties have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of Virginia; and

**WHEREAS**, settlement proposals have been negotiated that will cause McKesson, Cardinal Health, AmerisourceBergen, and Janssen to pay up to \$26 billion nationwide to resolve opioid-related claims against them.

**NOW THEREFORE BE IT RESOLVED** that the Sussex County Board of Supervisors, this 18<sup>th</sup> day of November, 2021, approves of the County's participation in the proposed settlement of opioid-related claims against McKesson, Cardinal Health, AmerisourceBergen, Janssen, and their related corporate entities, and directs the County Attorney and, if required, the County Administrator to execute the documents necessary to effectuate the County's participation in the settlements, including the required release of claims against settling entities.

Adopted at the regular meeting of the Sussex County Board of Supervisors held on November 18, 2021.

---

Susan B. Seward, Chair  
Sussex County Board of Supervisors

ATTEST:

---

Clerk to the Board of Supervisors

RESOLUTION  
2021-110

AT A REGULAR MEETING OF THE SUSSEX COUNTY BOARD OF SUPERVISORS  
HELD IN THE GENERAL DISTRICT COURTROOM OF THE GOVERNMENT CENTER  
ON NOVEMBER 18, 2021 AT 6:00 P.M.

**PRESENT:**

The Honorable Susan B. Seward, Chair  
The Honorable Wayne O. Jones, Vice-Chairman  
The Honorable C. Eric Fly  
The Honorable Debbie P. Jones  
The Honorable Rufus E. Tyler, Sr.

**VOTE:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A RESOLUTION OF THE SUSSEX COUNTY BOARD OF SUPERVISORS  
APPROVING OF THE COUNTY'S PARTICIPATION IN THE VIRGINIA  
OPIOID ABATEMENT FUND AND SETTLEMENT ALLOCATION  
MEMORANDUM OF UNDERSTANDING ("MOU") AND DIRECTING THE  
COUNTY ATTORNEY AND THE COUNTY ADMINISTRATOR TO EXECUTE  
THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY'S  
PARTICIPATION IN THE MOU**

---

**WHEREAS**, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its cities and counties by adversely impacting, amongst other things, the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services; and

**WHEREAS**, the Commonwealth of Virginia and its cities and counties have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of Virginia; and

**WHEREAS**, in order to advance their common interests, Virginia local governments and the Commonwealth of Virginia, through legal counsel, have negotiated the terms of a memorandum of understanding relating to the allocation and use of litigation recoveries relating to the opioid epidemic;

**NOW THEREFORE BE IT RESOLVED** that the Sussex County Board of Supervisors this 8<sup>th</sup> day of November, 2021, hereby authorizes and approves of the Virginia Abatement Fund and Settlement Allocation Memorandum of Understanding ("MOU") attached hereto and incorporated by reference as Exhibit "A," and directs the County Attorney and, if required, the County Administrator to execute the MOU.

Adopted at the regular meeting of the Sussex County Board of Supervisors held on November 18, 2021.

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Susan Seward Chair,  
Sussex County Board of Supervisors

ATTEST:

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Clerk to the Board of Supervisors

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.01

**Subject:** Animal Services Update – Ms. Debbie Broughton

**Board Meeting Date:** November 18 2021

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**Summary:** Debbie Broughton, Sussex County Animal Services Director, will provide an update on Animal Services operations and improvements at the animal shelter.

**Attachment:** Animal Services First Quarter Report Handout

=====

**ACTION:** None

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Member**      **Aye**    **Nay**

Fly                    \_\_\_    \_\_\_

D. Jones            \_\_\_    \_\_\_

W. Jones            \_\_\_    \_\_\_

**Member**      **Aye**    **Nay**

Seward              \_\_\_    \_\_\_

Tyler                \_\_\_    \_\_\_

White  
(Tie Breaker)      \_\_\_    \_\_\_



# Sussex County Animal Services

**First Quarter Report  
2021**

# **Mission Statement**

**Revised 11/21**

**To Protect and Serve the citizens of Sussex County and the animals in their care with the reduction and prevention of animal related problems through the reasonable and responsible application of education; intervention; warnings/citations; legal system remedies; and, the human statutory safe keeping of all animals in the custody of Sussex County Animal Services.**

# Animal Services Team



**Jeremy Gordon- Kennel Tech, Kayla Eubanks-ASO, Lisa Moseley- Asst. Chief, Debbie Broughton- Director of Services, Erin Dodson – Kennel Tech., Sue Moss- Kennel Tech, Laurie Stalnaker-Kennel Tech.**



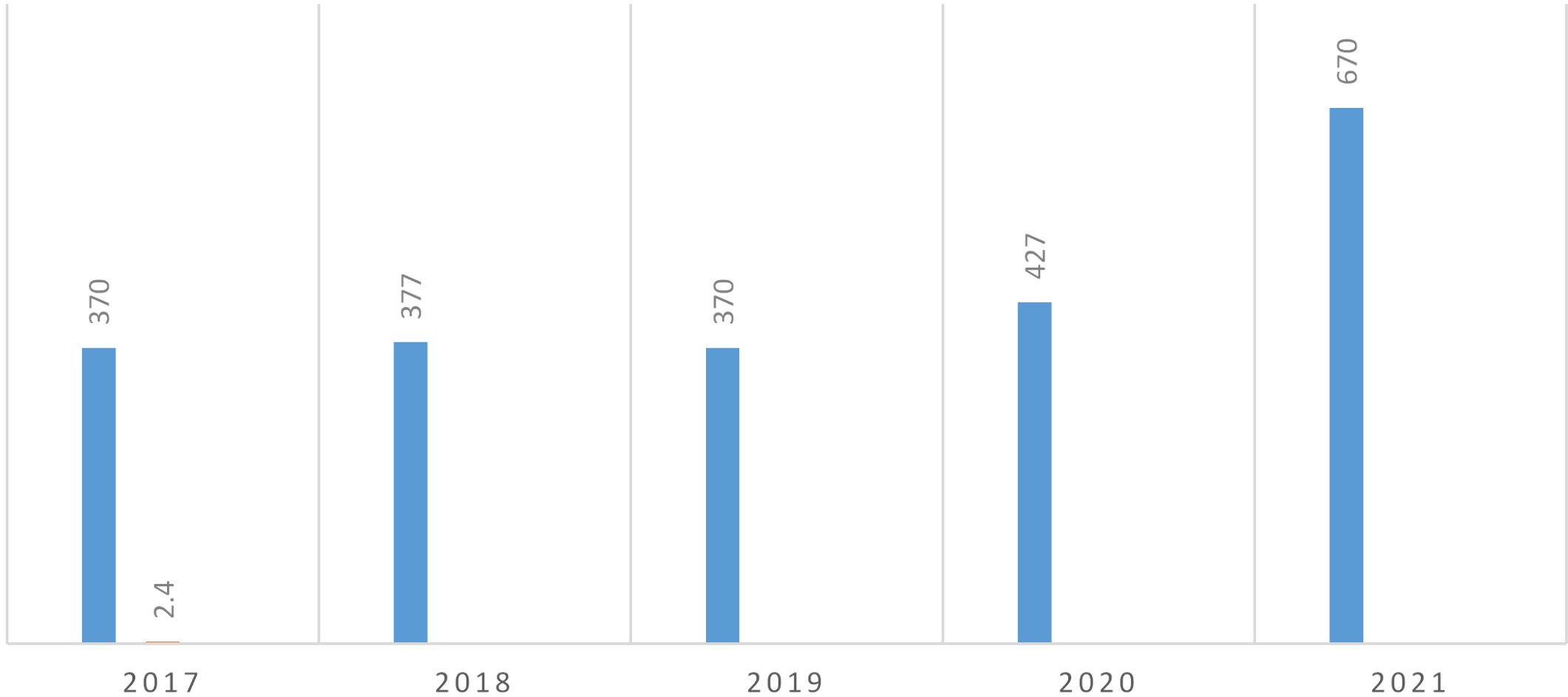


## QUARTERLY INTAKE REPORT

QUARTER 1st Quarter	BEGINNING COUNT- CANINE	BEGINNING COUNT- FELINE	OTHER	TOTAL
OWNER SURRENDER	27	21	3	51
STRAY	51	28	1	80
SEIZED	9	6	0	15
TRANSFER IN	0	0	0	0
BITE CASE	0	0	0	0
OTHER	9			0/ 146
RTO	19	1		20
ADOPTED	10	13	0	23
TRANSFERED	26	29	0	55
OTHER	0	0	0	0
ON HAND EOQ	35	22	1	58
EUTHANIZED DIED	24	29	0	53
TOTALS	24/90	29/65	1	53/156
		LRR %	87.3%	

# ANIMAL INTAKE GROWTH

■ Series 1 ■ Column1



## **7/1/21 – 9/30/21 Calls For Service**

<b>ASO5 –</b>	<b>343</b>
<b>ASO6 –</b>	<b>640</b>
<b>ASO7 –</b>	<b>145</b>
<b>SCSO –</b>	<b>121</b>
<b>TCS – Through CAD</b>	<b>1,249</b>
<b>Visitors to Shelter -</b>	<b>54</b>
<b>Calls to Shelter -</b>	<b><u>450</u></b>

**Total Calls For Service – 1,753**

# Welcome to "OUR" world



New Sign



Public safe office building



Re-worked barn



Barn Stalls

# Problems and Solutions 2021

- **COVID 19 PRECAUTIONS** - Make visiting the Shelter safer for the public and staff - New office building with secure entrance for visitors and staff with pass-through windows to conduct business safely. Built outdoor showing pens for canines so the public does not have to enter the main animal holding facility on site to meet a potential adoptable animal. Atrium and observation room for public to view cats safely. Newer transport van to take animals to spay/neuter appointments.
- **PEST CONTROL** – Eradicate the kennel building of rat infestation which caused animals to become sick and food stores to become contaminated by feces and urine, and affecting the air quality thereby causing death to some animals in our care. Partnered with pest control company to treat the infestation and perform routine treatment measures to prevent further outbreaks. Replace exterior doors that did not seal properly to keep pest out. Identified and sealed all holes in walls that allowed pests inside. Removed food storage connex (door did not close all the way). Removed and disposed of all contaminated items In building. Purchased secure food storage containers to protect animal food from rodents.
- **SAFE KEEPING OF AGRICULTURAL ANIMALS** – Barn stalls and holding pens built inside existing Butler Building to safely and securely house all manner of stock animals. Safe wood fences and gates installed to allow grazing and holding areas for herd animals. Funding source partly funded by a grant from the Federation of Public Shelters.

# Problems and Solutions 2021

- **PROPER DATA COLLECTION**– Restructure method of completing and maintaining custody records for animals in our care. Put procedures in place to count and track all animals in our care daily. Identify and implement a functional tracking system for all animals in our custody that can be accessed for reporting to all governing entities. Partner with Sussex County Sheriffs office to pull calls for service information from CAD records for proper man-hour tracking and hiring needs. Obtained Grant funds through PetCo Foundation to purchase Shelter Pro data collection and 2 computers to enter and house it.
- **DRAINAGE ISSUES**– Obtained services of Rotor Rooter to correct and maintain proper drainage in the kennel building and correct back flow issues.
- **PROPER CLEANING METHODS**- Mandated and put into place proper cleaning methods of facilities to comply with Virginia Department of Agriculture Standards.
- **ANIMAL POPULATION CONTROL AND STATE MANDATE ADOPTION COMPLIANCE**– Partnered with PETA for a low cost spay/neuter van in Sussex County through a \$10,000. grant from Federation of Public Shelters, donations from the Town of Waverly, Town of Stony Creek, Cowling Brothers Hardware and private citizen donations. To date 45 dogs and 65 cats have been sterilized through PETA and updated on vaccines. Partnered with Richmond Animal League Loving Spay Neuter Clinic for low cost spay/neuter visits. To date 15 dogs and 25 cats have been sterilized, microchipped and up to date on vaccinations. All dogs and cats adopted from Animal services must be spayed or neutered.

# Problems and Solutions 2021

- **OLD SIGNAGE, BARBED WIRE FENCE**- Design and replaced facility sign at entrance of the compound. Contracted with Wyatt Signs to make and install a new sign welcoming visitors to the facility. Contracted with Russell Fence Company to remove the unsound, unfriendly barbed wire fence around the kennel facility, change its footprint and replace it with better configured fencing.
- **UNSAFE EMERGENCY LIGHTS ON VEHICLES**– Replaced unsafe emergency lights on service vehicles with state mandated red and white lights and ensure all lights work properly to safely respond and operate the vehicles on interstate and busy highways 40, 35 and 301.
- **MANPOWER AND LEADERSHIP**– Hired a Director for Animal Services to oversee and direct the department. Hired additional part-time staff to help clean kennels. Currently staff consist of 2 full time ACO's (to include the director) and 1 part-time. **NEEDED** – 1 more full time certified ACO. Kennel staff consists of three part-time and 1 full time employees. **NEEDED** conversion of 1 part-time to a full time position.
- **FLEET** – Purchased a used canine vehicle from the Sheriff's office. Corrected the 'death-rattle' issue with the F-250 to make it safe to operate. Replaced an old redlined van with a newer one for transport. Total fleet – 3 trucks, 1 SUV, 1 transport van, 1 old redlined van, 1 small pick-up (which will need to be replaced soon.)



Rescued donkey found in creek.



Canine chained outside in freezing cold.

Dec 26, 2020 5:12:21 PM



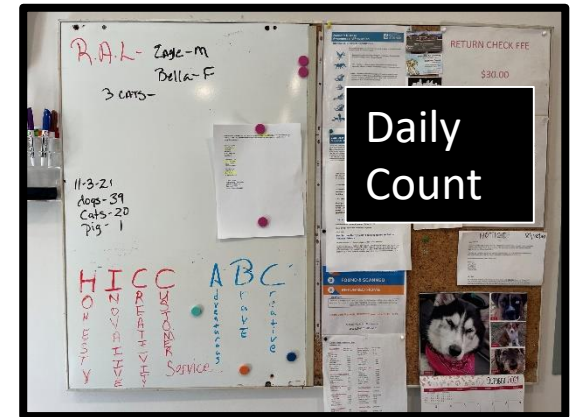
Safe Kennels



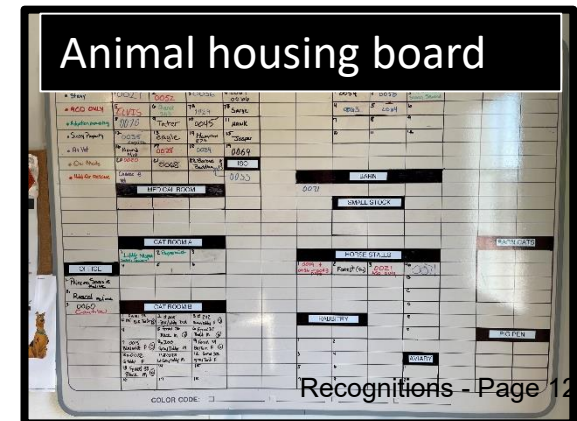
Rescued pony with a new life!



Rescued baby hawk



Daily Count





# Identified Current Needs

- Purchase a horse/livestock trailer (Currently we use Dr. Cupp's livestock trailer as needed.)
- Hire 1 full time ACO by amending the existing budget for 20-21 year to accommodate at \$42,000.00 salary and full time benefit package.

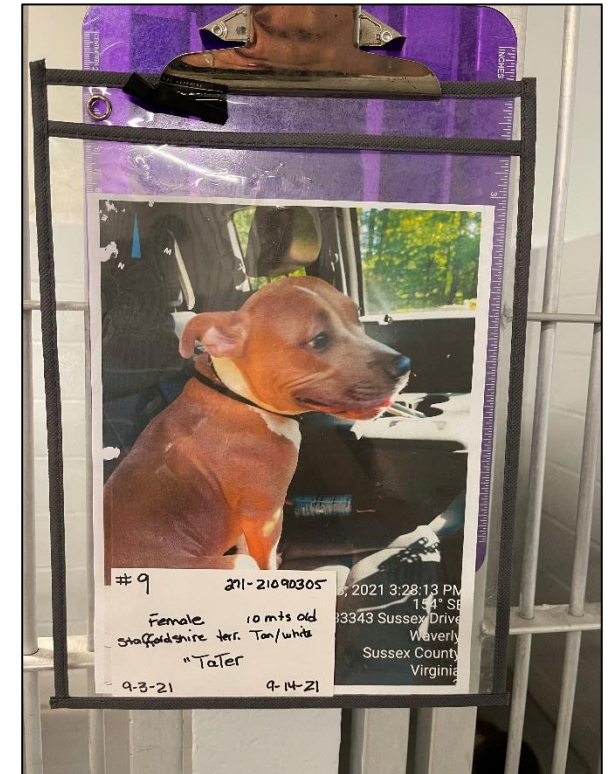
## Questions?



Adoption Board



Livestock Love



Kennel Identification cards

**BOARD ACTION FORM**

**Agenda Item:** Recognition #3.02

**Subject:** County Property Reassessment – Mr. Pearson

**Board Meeting Date:** November 18 2021

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**Summary:** Mr. Robert Pearson, Pearson’s Appraisals Services, Inc., will be in attendance to provide an update to the Board of Supervisors.

**Attachment:**

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**ACTION:** None

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**BOARD ACTION FORM**

**Agenda Item:** Public Hearing #4.01

**Subject:** Sale of County-owned Property

**Board Meeting Date:** November 18 2021

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**Summary:** The purpose of this Public Hearing is to receive public comments, as well as receive offers for purchase of the three County-owned properties, which includes:

1. The Former Chambliss Elementary School, located at 10415 Higgins Street;
2. The Branch Street Property which consists of three parcels located at the intersection of Branch Street and Higgins Streets; and
3. The Pocahontas Park located at the intersection (corner) of Branch Street and Railroad Avenue.

All properties are located in Wakefield, Virginia and offers to purchase can be submitted separately for each of the three properties.

These properties were properly advertised.

**Recommendation:**

**Attachment:** Copy of the Notice of Public Hearing

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**ACTION:** TBD

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**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

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

**NOTICE OF PUBLIC HEARING  
SUSSEX COUNTY BOARD OF SUPERVISORS**

Pursuant to Va. Code § 15.2-1800, the Sussex County Board of Supervisors will hold a Public Hearing on Thursday, November 18, 2021 at approximately 6:00 p.m. at the Sussex County General District Courthouse, Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884. The purpose of the hearing is to receive public comments concerning the potential sale of County-owned real property and all improvements thereon and fixtures thereto, to include: the Former Chambliss Elementary School, 10415 Higgins Street (Tax Map #61A4-A-30, 6.89 acres); three parcels [located at the corner of Branch Street and Higgins Street (across from Pocahontas Temple [designated as Tax Map # 61A4-A-15 (Lot C), Tax Map #61A4-A-18A (Lot B) and Tax Map #61A4-A-18 (Lot A)]; and the Pocahontas Park [located at the intersection of Branch Street and Railroad Avenue) combined lots designated as Tax Parcels #61A4-1-3-52, #61A4-1-3-53, #61A4-1-3-54, #61A4-1-3-55, #61A4-1-3-56, #61A4-1-3-57, #61A415-8, #61A415-9; #61A415-10, #61A415-10, #61A415-1, #61A415-2, #61A415-3, #61A415-4, #61A415-5 and #61A415-6, #61A415-7]--all located in Wakefield, Virginia.

Interested parties can submit offers to purchase all or any of these parcels with the improvements and any fixtures thereon, for consideration by the Board of Supervisors by mail to Mrs. Shilton R. Butts, Assistant to the County Administrator, P.O. Box 1397, Sussex, Virginia 23884 or hand deliver to 20135 Princeton Road, Sussex, Virginia 23884. Deadline for submittal of offers is Friday, November 12, 2021 at 4:00 p.m. More information on these properties can be obtained from County Administration at this address.

Any and all persons are invited to appear before the Board to present evidence, give testimony or otherwise comment concerning these matters at the time and place stated above.

**Authorized by:  
Richard Douglas  
County Administrator  
11/3/2021**

**BOARD ACTION FORM**

**Agenda Item:** Public Hearing #4.02

**Subject:** Regional Industrial Facilities Authority (RIFA) Consideration of Ordinance and Resolutions

**Board Meeting Date:** November 18 2021

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**Summary:** At the October regular meeting, Keith Boswell, Executive Director of Virginia’s Gateway Region, presented an overview of a proposed Regional Industrial Facilities Authority (RIFA) to accommodate joint economic development projects. At the direction of the Board, a public hearing has been scheduled as a requirement in the RIFA establishment process.

Staff has been working with regional county administrators/city managers, Gateway staff, and their retained legal counsel to develop this concept, and strongly recommends that the Board of Supervisors move forward with the process of establishing a RIFA. A RIFA Agreement Creating Virginia’s Gateway RIFA, RIFA ordinance, RIFA Bylaws, and draft Notice of Public Hearing are attached for your review.

This public hearing has been properly advertised.

**Recommendation:** Staff recommends at the conclusion of the public hearing that the Board consider adoption of the RIFA ordinance and RIFA Agreement Creating Virginia’s Gateway RIFA, and authorize the County Administrator to sign all related documents.

**Attachments:** Agreement Creating the Virginia’s Gateway Region Industrial Facilities Authority; RIFA Bylaws; RIFA Ordinance – Sussex; and RIFA Notice of Hearing – Sussex

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**ACTION:**

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

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

**AGREEMENT CREATING THE VIRGINIA’S GATEWAY REGION  
INDUSTRIAL FACILITIES AUTHORITY**

WHEREAS, the Virginia Regional Industrial Facilities Act, Chapter 64, Title 15.2, Section 15.2-6400. et seq., Code of Virginia, 1950, as amended (the “**Act**”) was enacted by the General Assembly of the Commonwealth of Virginia to provide a regional authority mechanism for member localities of such an authority to cooperate in developing, owning, and operating one or more facilities through combined action; and

WHEREAS, the exercise of the power granted by the Act is to be in all aspects for the benefit of the inhabitants of the geographic region included within the Member Localities, as defined below (the “**Region**”) for the increase of their commerce, and for the promotion of their safety, health, welfare, convenience and prosperity; and

WHEREAS, the governing bodies of the Member Localities (as defined below) have determined that joint action through a regional industrial facility authority will facilitate the development of needed and desired facilities in the Region; and

WHEREAS, pursuant to the Act, the governing bodies of the City of Colonial Heights, the County of Dinwiddie, the City of Hopewell, the City of Petersburg, the County of Prince George, the County of Surry, and the County of Sussex (each, a “**Member Locality**” and collectively, the “**Member Localities**”) by adoption of concurrent ordinances, have proposed to create the Virginia’s Gateway Region Industrial Facilities Authority (the “**Authority**”) for the purpose of enhancing the economic base for the Member Localities by developing, owning, and operating one or more facilities on a cooperative basis involving its Member Localities, which concurrent ordinances will be filed with the Secretary of the Commonwealth causing the creation of the Authority; and

WHEREAS, the Member Localities have agreed to enter into this Agreement Creating the Virginia’s Gateway Region Industrial Facilities Authority (this “**Agreement**”) establishing and describing the respective rights and obligations of the Member Localities with respect to the Authority.

NOW, THEREFORE, in consideration of the mutual promises of the parties and other good and valuable consideration herein stated, the Member Localities hereto agree as follows.

**ARTICLE 1  
NAME AND OFFICE**

The name of the authority shall be the “**Virginia’s Gateway Region Industrial Facilities Authority**” (the “**Authority**”), and the address of its initial office is c/o Virginia’s Gateway Region, 256 E. Ellerslie Ave, Suite D, Colonial Heights, Virginia 23834.

ARTICLE 2  
PARTIES TO THE VIRGINIA'S GATEWAY REGION  
INDUSTRIAL FACILITIES AUTHORITY AGREEMENT

2.1. The initial Member Localities of the Authority are:

County of Dinwiddie  
County of Prince George  
County of Surry  
County of Sussex  
City of Colonial Heights  
City of Hopewell  
City of Petersburg

2.2. At any time subsequent to the creation of this Authority, the membership of the Authority may, with the approval of the Authority Board, be expanded to include any locality within the region that would have been eligible to be an initial member. The governing body of a locality seeking to become a member shall evidence its intent to become a member by adopting an ordinance proposing to join the Authority that conforms to the requirements established by Section 15.2-6402 of the Code of Virginia. The admission of such additional member shall be completed upon the Authority Board approving the admission, after presented with the requisite ordinance adopted by such locality, which then shall be a Member Locality for all purposes, and with all rights, under this Agreement and the Bylaws (as defined below).

ARTICLE 3  
FINDINGS AND PURPOSE OF THE AUTHORITY

The Member Localities agree that this Authority has been established for the following purpose and function.

3.1. The Member Localities agree that the creation of the Authority provides a mechanism for the Member Localities to cooperate in the development of facilities needed and desired in the Region.

3.2. The exercise of the powers granted by the Act shall be in all aspects for the benefit of the inhabitants of the Region for the increase of their commerce, and for the promotion of their safety, health, welfare, convenience and prosperity. Special emphasis shall be placed on directing these benefits to the inhabitants of the Member Localities, while recognizing the regional benefit of the Member Localities' economic development projects.

3.3. The Authority shall be nonprofit and no part of its earnings remaining after payment of its expenses and fulfillment of commitments in furtherance of the Authority's purposes shall inure to the benefit of any individual, firm or corporation, and if the Authority is dissolved in accordance with the provisions of the Act, the title to all funds and other property owned by the Authority shall vest in the Member Localities which have contributed to the

Authority in proportion to their respective contributions as provided by the Act. In order to benefit from the dissolution, the Member Locality must be in good standing with this Agreement, the Authority's Bylaws and other documents describing the Member Localities' obligations to the Authority.

3.4. The Act provides the Member Localities with powers by which the Member Localities may interact as one body or as individual participating groups consisting of more than one Member Locality of the Authority which the members believe will give each local government an opportunity to establish successful partnerships for the development of economic projects which will serve the region.

3.5. The governing body of each Member Locality has found that the economic growth and development of the localities, and the comfort, convenience and welfare of the citizens of the Member Localities require the development of facilities and that joint action through the Authority will facilitate the development of such facilities.

#### ARTICLE 4 BOARD OF THE AUTHORITY

4.1. All powers, rights and duties conferred by the Act, or other provisions of law, upon the Authority shall be exercised by a Board of Directors, each of whom shall be a resident of the Commonwealth of Virginia (the "**Board**"). The Board shall consist of two board members from each Member Locality appointed by the governing body of each Member Locality pursuant to Section 15.2-6403 (A) of the Act. To encourage participation, and to reduce meeting and regulatory conflicts, Board members should not be an elected member of the locality's governing body. Each Board member shall serve for a term of four years and may be reappointed for as many terms as the Member Locality's governing body desires. If a vacancy occurs by reason of death, disqualification or resignation, the governing body of the Member Locality that appointed the Authority Board member shall appoint a successor to fill the unexpired term.

4.2. The governing body of each Member Locality may appoint up to two alternate Board members. An alternate may serve as an alternate for either Board member from the Member Locality that appoints the alternate. Alternates shall be appointed for terms that coincide with one or more of the Board members from the Member Locality that appoints the alternate. If either Board member for a Member Locality is not present at a meeting of the Authority, an alternate shall have all the voting and other rights of the Board member not present and shall be counted for purpose of determining a quorum and all other purposes at that meeting.

4.3. The Board shall elect from its membership, for each calendar year, a Chair, Vice Chair, Treasurer, and Secretary.

4.4. Appointments, officers, Board meetings and procedures shall be held and conducted in accordance with the Act, this Agreement, and with the Bylaws of this Authority, attached hereto as Exhibit A and fully incorporated into this Agreement (the "**Bylaws**").



4.5. The Board shall submit an annual report of the Authority's activities of the preceding year to the governing bodies of the Member Localities, including a complete operating and financial statement.

4.6. The Board may establish dues or other annual financial fees for the operation of the Authority and its approved purposes (“**Operational Dues**”) to be paid by the Member Localities. Such Operational Dues shall be approved by all Member Localities, including (without limitation) by or through a Member Locality’s Economic Development Authority, by appropriate resolutions or ordinances. Such Operational Dues may be separate from amounts due in accordance with Participation Agreements (as defined in Article 5 below). Member Localities who agree to a Participation Agreement in accordance with Article 5 below may agree to have Operational Dues assessed pro rata by the Board against a Project (as defined in Section 5.2 below), or split among the various Projects as determined by the Board.

4.7. No Board member shall receive compensation, but shall be reimbursed for actual expenses incurred in the performance of his or her duties from funds available to the Authority.

4.8. The Authority is vested with the powers of a body corporate, including the powers to sue and be sued in its own name, plead and be impleaded, and adopt and use a common seal and alter the same as may be deemed expedient.

## ARTICLE 5 PARTICIPATION AGREEMENTS FOR FACILITIES

5.1. The Authority may enter into participation agreements with more than one or more Member Localities by which any facilities allowed by the Act may be constructed, developed and operated in the Region (“**Participation Agreement(s)**”). Such Participation Agreements may include participation by public and private entities who are not Member Localities of the Authority (“**Other Participants**”). The Authority, and the Board (to the extent applicable) shall not have the authority or right to vote on any Project level decision among the Member Localities who elect to participate in a Project.

5.2. Each Member Locality may consider its terms in the participation in each proposed economic development project (a “**Project**”). The cost for such Participation Agreements and any remuneration from the creation of a Participation Agreement shall only be shared by the Member Localities and Other Participants in accordance with the Participation Agreement for that project. Any individual Member Locality may, at its discretion and as allowed by law, choose to enter into, or not enter into, any particular Project. Any Member Locality not entering into a Participation Agreement for a Project (i) shall have no monetary obligation or other duty or responsibility in relation to that Project, and (ii) its Member Locality status and participation in other Projects shall not be modified by any decision not to participate in any particular Project. A Project’s Participation Agreement shall include a provision to cover the costs associated with administration of the agreement as part of the Project costs.

5.3 The Authority may from time to time finance a Project pursuant to a Participation Agreement through the issuance of notes and bonds by the Authority (“**Bonds**”). Such Bonds shall be limited obligations of the Authority to be paid solely from revenues and receipts of that particular Project and from revenues that may be received pursuant to any Participation Agreement or other agreement related to the Project being financed, and may be secured by collateral encumbered or pledged in support of the financing (“**Project-Based Financing**”). Project-Based Financing is approved and consented to by the Member Localities.

ARTICLE 6  
DONATIONS; REMITTANCE OF TAX REVENUE;  
REVENUE SHARING AGREEMENTS

6.1. Member Localities, including (without limitation) by or through a Member Locality’s Economic Development Authority, are hereby authorized to lend, or donate money or other property to the Authority for any of its purposes. The Member Locality, including (without limitation) by or through a Member Locality’s Economic Development Authority, making a grant or loan may restrict the use of such grants or loans to a specific facility owned by the Authority within or outside of that Member Locality.

6.2. The governing body of the Member Locality in which a facility owned by the Authority is located may direct, by resolution or ordinance, that all tax revenues collected with respect to the facility shall be remitted to the Authority. Such revenues may be used for the payment of debt service on bonds of the Authority and other obligations of the Authority incurred with respect to such facility. The action of such governing body shall not constitute a pledge of the credit or taxing power of such Member Locality.

6.3. Notwithstanding the requirements of Chapter 34 of Title 15.2 of the Code of Virginia (Section 15.2-3400 et seq.), the Member Localities may agree to a revenue and economic growth sharing arrangement with respect to tax revenues and other income and revenues generated by any properties owned, controlled or managed by the Authority. The obligations of the parties to any such agreement shall not be construed to be debt within the meaning of Article VII, Section 10 of the Constitution of Virginia. Any such agreement shall be approved by a majority vote of the governing bodies of the Member Localities reaching such an agreement, but shall not require any other approval.

ARTICLE 7  
BOND ISSUES

The Authority may, including by request of Project participants, at any time issue bonds for any valid purpose, including the establishment of reserves and the payment of interest only in accordance with the Act. Any such bonds issued pursuant to the Act shall comply with all terms and conditions identified in Sections 15.2-6409, 15.2-6410, 15.2-6411, and 15.2-6412 of the Code of Virginia, as amended.

ARTICLE 8  
ACCOUNTS AND RECORDS

The accounts and records of the Authority showing the receipt and disbursement of funds from whatever source derived shall be in such form as the Auditor of Public Accounts prescribes, provided that such accounts correspond as nearly as possible to the accounts and records for such matters maintained by corporate enterprises. The accounts and records of the Authority shall be subject to audit pursuant to Section 30-140 of the Code of Virginia and the costs of such audit services shall be borne by the Authority. The Authority's fiscal year shall be the same as the Commonwealth's.

Until the Authority's Board determines otherwise, or until a resignation of the following duties, the Virginia's Gateway Region will act as the staff and the fiscal agent for the Authority. The Authority may elect to provide compensation to Virginia's Gateway Region for such services, but the Authority will reimburse Virginia's Gateway Region for all costs and expenses incurred for or on behalf of the Authority. The VGR will not have any authority to bind the Authority.

## ARTICLE 9 MEMBER LOCALITIES APPROVALS

The Authority may request action or approvals by the governing bodies of the Member Localities for any appropriate matters or actions in accordance with the Act. The Authority shall not act without approvals of the governing bodies of the Member Localities for any of the following:

- (i) Participation Agreements for individual Projects in accordance with Article 5 of this Agreement;
- (ii) tax revenue remittances in accordance with Section 15.2-6406.B of the Act;
- (iii) revenue sharing agreements in accordance with Section 15.2-6407 of the Act and Article 6 of this Agreement;
- (iv) Operational Dues in accordance with Article 4, Section 6 of this Agreement;
- (v) Any modification of the Board provisions in Article 4 Sections 1 and 2 of this Agreement; and
- (vi) Any other requirement or limitation as may be imposed by the Act, as may be amended.

Any Member Locality which does not elect to participate in a Project (in accordance with Article 5) shall not have any right or authority to vote on or interfere with any Project level decision.

ARTICLE 10  
DISSOLUTION OF AUTHORITY

10.1. Any Member Locality of the Authority may withdraw from the Authority (i) upon dissolution of the Authority as set forth herein, or (ii) with majority approval of all other Member Localities of the Authority, upon a resolution adopted by the governing body of such Member Locality and after satisfaction of such Member Locality's legal obligations, including repayment of its portion of any debt incurred with regard to the Authority, or after making contractual provisions for the repayment of its portion of any debt incurred with regard to the Authority, as well as pledging to pay any Operational Dues for the Authority for the current and succeeding fiscal year following the effective date of withdrawal.

No Member Locality seeking withdrawal shall retain, without the consent of a majority of the remaining Member Localities, any rights to contributions made by such Member Locality, to any property held by the Authority or to any revenue sharing as allowed by the Act.

Upon withdrawal, the withdrawing Member Locality also shall return to the Authority any dues or other contributions refunded to such Member Locality during its membership in the Authority.

10.2. Whenever the Board determines that the purpose for which the Authority was created has been substantially fulfilled or is impractical or impossible to accomplish and that all obligations incurred by the Authority have been paid or that cash or sufficient amount of approved securities has been deposited for their repayment, or provisions satisfactory for the timely payment of all its outstanding obligations have been arranged, the Board may adopt resolutions declaring and finding that the Authority shall be dissolved.

Appropriate attested copies of such resolutions shall be delivered to the Governor so that legislation dissolving the Authority may be introduced in the General Assembly. The dissolution of the Authority shall become effective according to the terms of such legislation. The title to all funds and other property owned by the Authority at the time of such dissolution shall vest (i) in the Member Localities which have contributed to the Authority in proportion to their respective contributions, (ii) as stated in the Authority's dissolution resolution(s), or (iii) as otherwise mutually agreed upon by the Member Localities.

ARTICLE 11  
MISCELLANEOUS

This Agreement may be amended or altered, from time to time, in any manner not inconsistent with the provisions of the Act and other applicable law. This Agreement shall be amended or altered only by an amendment, resolution or other approval of all of the governing bodies of the Member Localities. No such amendment shall reduce the rights, or modify the obligations of a Member Locality, for any previously approved Participation Agreement. All amendments shall be in writing and shall be signed by the Authority Chairman

and Secretary after approval in accordance with this Agreement and the Bylaws. The Authority shall provide a copy of any amendment to each Member Locality not later than ten (10) days after final approval of all Member Localities.

The title of and article headings in this Agreement are solely for convenience of reference and shall not constitute a part of this Agreement nor shall they affect its meaning, construction or effect.

This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

If any clause, provision or section of this Agreement shall be held illegal or invalid by any court, the illegality or invalidity of such clause, provision or section shall not affect the remainder of this Agreement which shall be construed and enforced as if such illegal or invalid clause, provision or section had not been contained in this Agreement. If any agreement or obligation contained in this Agreement is held to be in violation of law, then such agreement or obligation shall be deemed to be the agreement or obligation of the parties hereto only to the extent permitted by law. In the event that the General Assembly amends the Act in a manner that conflicts herewith, the provisions of this Agreement are hereby amended in conformity with such amendment of the Act.

*(Signatures on the following pages)*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

CITY OF COLONIAL HEIGHTS

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, City Attorney

*[Signatures continue on next page]*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

COUNTY OF DINWIDDIE

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, County Attorney

*[Signatures continue on next page]*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

CITY OF HOPEWELL

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, City Attorney

*[Signatures continue on next page]*



IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

CITY OF PETERSBURG

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, City Attorney

*[Signatures continue on next page]*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

COUNTY OF PRINCE GEORGE

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, County Attorney

*[Signatures continue on next page]*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

COUNTY OF SURRY

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, County Attorney

*[Signatures continue on next page]*

IN WITNESS WHEREOF, the governing bodies identified, by authorized action, have caused this Agreement to be executed and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing effective on the date when fully executed.

COUNTY OF SUSSEX

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form:

By: \_\_\_\_\_  
\_\_\_\_\_, County Attorney

**EXHIBIT A**

**BYLAWS**

# VIRGINIA'S GATEWAY REGION INDUSTRIAL FACILITIES AUTHORITY

## BYLAWS

### ARTICLE I

#### NAME; FORMATION; POWERS OF AUTHORITY; CERTAIN DEFINITIONS

##### Section 1

The name of the authority (the “**Authority**”) shall be “Virginia’s Gateway Region Industrial Facilities Authority.”

##### Section 2

The Authority was formed in accordance with the Virginia Regional Industrial Facilities Act, Chapter 64, Title 15.2, Section 15.2-6400 et seq., Code of Virginia, 1950, as amended (the “**Act**”). The initial Member Localities have entered into that certain Agreement Creating the Virginia’s Gateway Region Industrial Facilities Authority, as the same may be amended from time to time (the “**RIFA Agreement**”).

##### Section 3

The Authority is vested with the powers of a body corporate, including the power to sue and be sued in its own name, plead and be impleaded, and adopt and use a common seal and alter the same as may be deemed expedient. In addition to additional powers set forth in the Act, the Authority may, to the extent of available resources:

1. adopt bylaws, rules and regulations to carry out the provisions of the Act;
2. employ, either as regular employees or as independent contractors, consultants, engineers, architects, accountants, attorneys, financial experts, construction experts and personnel, superintendents, managers and other professional personnel, personnel, and agents as may be necessary in the judgment of the Authority, and fix their compensation;
3. determine the locations of, develop, establish, construct, erect, repair, remodel, add to, extend, improve, equip, operate, regulate, and maintain facilities to the extent necessary or convenient to accomplish the purposes of the Authority;
4. acquire, own, hold, lease, use, sell, encumber, transfer, or dispose of, in its own name, any real or personal property or interests therein;
5. invest and reinvest funds of the Authority;

6. enter into contracts of any kind, and execute all instruments necessary or convenient with respect to its carrying out the powers in the Act to accomplish the purposes of the Authority;
7. expend such funds as may be available to it for the purpose of developing facilities, including but not limited to (i) purchasing real estate; (ii) grading sites; (iii) improving, replacing, and extending water, sewer, natural gas, electrical, and other utility lines; (iv) constructing, rehabilitating, and expanding buildings; (v) constructing parking facilities; (vi) constructing access roads, streets, and rail lines; (vii) purchasing or leasing machinery and tools; and (viii) making any other improvements deemed necessary by the Authority to meet its objectives;
8. fix and revise from time to time and charge and collect rates, rents, fees, or other charges for the use of facilities or for services rendered in connection with the facilities;
9. borrow money from any source for any valid purpose, including working capital for its operations, reserve funds, or interest; mortgage, pledge, or otherwise encumber the property or funds of the Authority; and contract with or engage the services of any person in connection with any financing, including financial institutions, issuers of letters of credit, or insurers;
10. issue bonds under the Act;
11. accept funds and property from the Commonwealth of Virginia (the “**Commonwealth**”), persons, counties, cities, and towns and use the same for any of the purposes for which the Authority is created;
12. apply for and accept grants or loans of money or other property from any federal agency for any of the purposes authorized in the Act and expend or use the same in accordance with the directions and requirements attached thereto or imposed thereon by any such federal agency;
13. make loans or grants to, and enter into cooperative arrangements with, any person, partnership, association, corporation, business or governmental entity in furtherance of the purposes of the Act, for the purposes of promoting economic and workforce development, provided that such loans or grants shall be made only from revenues of the Authority that have not been pledged or assigned for the payment of any of the Authority's bonds, and to enter into such contracts, instruments, and agreements as may be expedient to provide for such loans, and any security therefor. The word "**revenues**" as used in this subsection includes grants, loans, funds and property, as set out in subsections 11 and 12 immediately above;
14. enter into agreements with any other political subdivision of the Commonwealth for joint or cooperative action in accordance with Section 15.2-1300 of the Code of Virginia, 1950, as amended; and

15. do all things necessary or convenient to carry out the purposes of the Act.

#### Section 4

Capitalized terms used in these Bylaws and not otherwise defined shall have the meanings prescribed in the Act.

### ARTICLE II BOARD

#### Section 1

The Authority shall be governed by a board as prescribed in Section 15.2-6403 of the Act and provided in the RIFA Agreement (the “**Board**”). The Board shall consist of such number of Board members as provided in the RIFA Agreement. Board members and alternate Board members shall be appointed and shall serve for such terms as provided in the RIFA Agreement. The chair (the “**Chair**”), vice chair (“**Vice Chair**”), treasurer (“**Treasurer**”) and secretary (“**Secretary**”) of the Board shall be appointed as provided in the RIFA Agreement. By adopting these Bylaws the Board appoints Virginia’s Gateway Region as the initial staff and fiscal agent for the Authority, in accordance with the RIFA Agreement, Article 8.

#### Section 2

A. The Chair of the Board shall conduct the meetings of the Board, execute documents on behalf of the Board, function as the chief executive officer of the Authority, and execute such duties as the Board may delegate to the Chair by resolution.

B. The Vice Chair of the Board shall serve in the place and stead of the Chair when he or she is unable or unwilling to serve in such capacity.

C. The Secretary shall have the responsibility for preparing and maintaining custody of minutes of the Board’s meetings, for maintaining the records, and for authenticating records of the Authority. The Secretary shall also perform such other duties as may be assigned from time to time by the Board.

D. The Treasurer shall keep or cause to be kept complete and accurate books of account. Whenever required by the Board, the Treasurer shall render a financial statement showing all transactions of the Authority and the financial condition of the Authority. The Treasurer shall also perform such other duties as may be assigned from time to time by the Board.

#### Section 3

The Board may appoint an executive director (“**Executive Director**”) and such other staff who shall discharge such functions as may be directed by the Board. The Executive Director and any staff members shall be paid from funds received by the Authority.



#### Section 4

Each member of the Board shall, before entering upon the discharge of the duties of his or her office, take and subscribe to the oath prescribed in Section 49-1 of the Code of Virginia, 1950, as amended. Each member of the Board is an “officer” under the State and Local Government Conflict of Interests Act (Va. Code § 2.2-3100 et seq.) (“COIA”).

#### Section 5

Members of the Board shall be reimbursed for actual expenses incurred in the performance of their duties from funds available to the Authority. No Board member shall receive compensation.

#### Section 6

6.1 The regular meetings of the Board shall occur not less than once every six months on such dates and at such places and hours as may be agreed upon by the members of the Board. Regular meetings of the Board may be adjourned or continued, without further public notice, from day to day or from time to time or from place to place, but not beyond the time fixed for the next regular meeting, until the business before the Board is completed. The Board may agree to modify the frequency, dates, schedule or other details for regular meetings by a regular vote of the Board in accordance with these Bylaws. All meetings of the Authority and its committees shall comply with the Virginia Freedom of Information Act (Title 2.2, Chapter 37 of the Code of Virginia, 1950, as amended); and the Board and its committees may hold closed sessions as permitted therein.

6.2 A quorum for the transaction of business at any meeting of the Board shall exist when a majority of the Member Localities are represented by at least one member of the Board. Except as otherwise provided in these Bylaws, the affirmative vote of a quorum of the Board shall be necessary for any action taken by the Board. No vacancy in the membership of the Board shall impair the right of a quorum to exercise all the rights and perform all of the duties of the Board.

6.3 The affirmative vote of members of the Board representing **two-thirds** of the total number of members of the Board (a “**Supermajority**”) shall be required for the following actions of the Board:

- (i) sale or transfer of all or substantially all of the Authority assets;
- (ii) causing or permitting the Authority to incur any indebtedness for borrowed money in excess of \$50,000 over the term of such borrowing (taking in to account any permitted renewals or extensions thereof), except pursuant to a budget that has been approved by a Supermajority;
- (iii) causing or permitting the Authority to make any loan, capital expenditure, call or other contribution with respect to any security, asset, venture or investment project

or item held or engaged in by the Authority, or any series of related loans, expenditures, calls or other contributions, except pursuant to a budget that has been approved by a Supermajority;

- (iv) causing or permitting the Authority to enter into any contract or agreement with a term in excess of one year, other than in the ordinary course of business, or involving payments by or to the Authority in excess of \$50,000 over the term of such contract or agreement (taking in to account any permitted renewals or extensions thereof), except pursuant to a budget that has been approved by a Supermajority;
- (v) making any distributions of Authority cash or other property, except as specifically provided in the RIFA Agreement, these Bylaws or any Participation Agreement; and
- (vi) issuance of any Bonds by the Authority.

6.4 No member of the Board present shall abstain from voting unless the member has a conflict of interest in the matter being voted upon. For the purposes of this paragraph, a “conflict of interest” shall exist when there is an actual conflict: (1) pursuant to COIA; or (2) pursuant to any applicable policy adopted by the Authority; or (3) as stated by the member unless objected to by a vote of a quorum of the Board.

6.5 Any two or more Board members representing two or more Member Localities may call a special meeting of the Board. Any such request for a special meeting shall be in writing, and the request shall specify the time and place of the meeting and the matters to be considered at the meeting. A reasonable effort shall be made to provide each member of the Board with notice of any special meeting. No matter not specified in the notice shall be considered at such special meeting unless all the members of the Board are present. Special meetings may be adjourned or continued, without further public notice, from day to day or from time to time or from place to place, not beyond the time fixed for the next regular meeting, until the business before the Board is completed.

## Section 7

The Authority’s fiscal year shall be the same as the fiscal year of the Commonwealth of Virginia. The Board, within one hundred twenty (120) days following the close of the fiscal year, shall submit an annual report of the Authority's activities of the preceding year to the governing body of each Member Locality. Each such report shall set forth a complete operating and financial statement covering the operation of the Authority during such year. The Authority’s books and records shall be kept in such form as the Auditor of Public Accounts prescribes, but otherwise shall correspond as nearly as possible to accounts and records maintained by corporate enterprises, all subject to and in accordance with Section 15.2-6413 of the Act.



**ORDINANCE NO. 21-08**

**AN ORDINANCE CREATING A REGIONAL INDUSTRIAL FACILITIES AUTHORITY  
PURSUANT TO SECTION 15.2-6400 ET SEQ. OF THE CODE OF VIRGINIA (the “Act”)**

WHEREAS, this Board of Supervisors recognizes that providing a mechanism for localities in the local region to cooperate in the development of economic development projects and facilities is needed and desired in the Region (as defined below); and

WHEREAS, this Board of Supervisors acknowledges that the purpose of a regional industrial facility authority is to enhance the economic base for its member localities by developing, owning and operating one or more facilities on a cooperative basis involving its member localities; and

WHEREAS, this Board of Supervisors finds that economic growth and development of the County of Sussex, Virginia (the “County”), and the comfort, convenience and welfare of the citizens of the County require the development of facilities, and that the collaborative and collective action through a regional industrial facility authority by the City of Colonial Heights, the County of Dinwiddie, the City of Hopewell, the City of Petersburg, the County of Prince George, the County of Surry, and the County of Sussex will facilitate the development of the needed facilities within the region that comprises said geographic areas (the “Region”).

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of the County of Sussex, Virginia (the “Board of Supervisors”), that:

1. The name of the Regional Industrial Facility Authority shall be the “Virginia’s Gateway Region Industrial Facilities Authority” (the “Authority”).

2. The initial member localities shall be the City of Colonial Heights, the County of Dinwiddie, the City of Hopewell, the City of Petersburg, the County of Prince George, the County of Surry, and the County of Sussex (each, a “Member Locality” and collectively, the “Member Localities”). Each Member Locality’s participation shall become effective on the date their respective governing body enacts an ordinance substantially similar to this ordinance authorizing the creation of the Authority. At any time subsequent to the creation of the Authority, the membership of the Authority may, with the approval of the Authority Board (as hereinafter defined and as more fully described in the Bylaws of the Authority), be expanded to include any locality within the region that would have been eligible to be an initial member. The governing body of a locality seeking to become a member shall evidence its intent to become a member by adopting an ordinance substantially similar to this ordinance (and otherwise in conformance with Section 15.2-6402 of the Act). The admission of such member shall be completed upon the Authority Board approving the admission, after being presented with the requisite ordinance adopted by such locality.

3. The Authority shall be governed by an initial board (the “Authority Board”) consisting of two (2) board members from each Member Locality. Authority Board members shall be appointed by their respective Member Locality’s governing body.

Each governing body of each Member Locality may appoint up to two (2) alternate Authority Board members. Alternates shall be appointed for terms that coincide with one or more of the Authority Board members from the Member Locality that appoints the alternate. If either Authority Board member for a Member Locality is not present at a meeting of the Authority, an alternate shall have all the voting and other rights of the Board member not present and shall be counted for purpose of determining a quorum and all other purposes of that meeting.

In the event that additional Member Localities shall enact an ordinance to join the Authority and are admitted upon the Authority Board approving the admission, the number of members of the Authority Board shall be increased by two (2) members for each additional Member Locality, with Authority Board members to be appointed in accordance with the criteria set forth above for initial Authority Board Members and alternates.

Each member of the Authority Board shall serve for a term of four (4) years and may be reappointed for as many terms as the governing body from said Authority Board member's Member Locality desires.

4. The Authority Board shall have such authority and exercise such powers as are permitted by the Code of Virginia, the Agreement Creating Authority (as defined below), and in the Bylaws of the Authority Board (a draft copy of which is attached hereto and which shall be approved by the Authority in substantially the same form as said draft).

5. The Authority Board shall elect from its membership a Chair, Vice Chair, Treasurer and Secretary for each calendar year. The Authority Board may also appoint an Executive Director and staff who shall discharge such functions as may be directed by the Authority Board. The Executive Director and staff may be paid from funds received by the Authority.

6. This Board of Supervisors authorizes approval, by appropriate execution by the designated representative of the County, an agreement (the "Agreement Creating Authority") among the Member Localities whereby the Authority shall be established and further whereby the respective rights and obligations of the Member Localities with respect to the Authority, in accordance with the provisions of the Act, shall be set forth (a draft copy of which is attached hereto and which shall be approved by the Authority in substantially the same form as said draft). The Agreement Creating Authority shall (i) establish the terms for participation in the Authority by Member Localities and (ii) further describe the participation agreements (the "Participation Agreements") that the Authority may enter into with one or more Member Localities by which any facilities allowed by the Act may be constructed and developed. This authorization includes, but is not limited to, authority for this Board of Supervisors to approve, by ordinance, Participation Agreements by which Authority projects shall be constructed and developed and which may be funded from this Board of Supervisors' commitment of loans or grants and in the event that a facility will be located within the County, future tax revenue derived from the Authority's project facilities located within the County, pursuant to Section 15.2-6406 of the Act.

7. If and to the extent one or more of the Member Localities named herein does not pass an ordinance substantially similar to this ordinance, this ordinance shall be deemed to automatically remove said Member Locality without further action or vote of this Board of Supervisors; it being the intent of this ordinance that it shall be adopted with any number and composition of the Member Localities named herein so long as said ordinance, and the Authority created herein, shall be in compliance with all applicable statutes.

PASSED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SUSSEX \_\_\_\_\_, 2021

\_\_\_\_\_  
County Administrator

A true copy, teste:

\_\_\_\_\_  
County Clerk

**COUNTY OF SUSSEX  
NOTICE OF PUBLIC HEARING**

**NOTICE is hereby given that the Board of Supervisors of the County of Sussex, Virginia, will conduct a public hearing on November 18, 2021 at 6:00 p.m., or as soon thereafter as may be heard, in the Sussex Judicial Center, 15098 Courthouse Road, Sussex, Virginia 23884, to consider the following:**

**Ordinance No. 21-102, AN ORDINANCE TO JOIN THE REGIONAL INDUSTRIAL FACILITIES AUTHORITY PURSUANT TO SECTION 15.2-6400 ET SEQ. OF THE CODE OF VIRGINIA, 1950, AS AMENDED:**

The Board of Supervisors of the County of Sussex, Virginia, will conduct a public hearing regarding the adoption of an ordinance to join the Virginia's Gateway Region Industrial Facilities Authority in collaboration and cooperation with the City of Colonial Heights, the County of Dinwiddie, the City of Hopewell, the City of Petersburg, the County of Prince George, and the County of Surry, to foster economic growth and development of the County of Sussex and the region, and to promote the comfort, convenience and welfare of the citizens of the County of Sussex by developing, owning and operating one or more facilities on a cooperative basis with the other member localities.

All interested persons are invited to attend the meeting. The ordinance materials are on file in the County Administrator's Office and may be viewed during normal office hours at 20135 Princeton Road, Sussex, Virginia 23884.

Persons requiring an accommodation in order to participate in the hearing should call (434) 246- 1000, County Administrator's Office, at least three (3) days in advance of the meeting.

**RICHARD DOUGLAS  
COUNTY ADMINISTRATOR  
11/3 & 11/10/2021**

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.01

**Subject:** Nominations for Appointments to the Board of Equalization

**Board Meeting Date:** November 18 2021

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**Summary:** This item was on the October 2021 regular Board agenda. The County is currently undergoing a reassessment. As part of the reassessment, the County makes recommendations for nomination to the Circuit Clerk Judge for appointment to the Board of Equalization. In 2018, the Board of Equalization was put in place; however, no terms were set and one member is no longer eligible to continue to serve. Staff contacted members appointed in 2018. They were willing to continue to serve if it's the Board's desire.

The four members currently serving on the Board of Equalization are: (1) Ms. Antionette Jones, 13174 Shands Road, Stony Creek, Virginia 23882; (2) Mr. Dennis Mason, 407 East Main Street, Wakefield, VA 23888; (3) Ms. Carla Mayes, 28237 Petersburg Road, Waverly, VA 23890; and, (4) Mr. Jerry Parham, 33117 Sussex Drive, Waverly, VA 23890.

FYI: The Board of Equalization is composed of five members. Staff has contacted members appointed by the Circuit Court Judge in 2018. All are willing to continue serve, if reappointed.

The five member panel must meet the following requirements: (1) Each member must be a resident of the County; (2) A majority of the board must be freeholders; (3) Thirty percent shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers or legal or financial professionals; and, (4) Each member shall attend and participate in the basic course of instruction given by the Department of Taxation.

**Recommendation:** That the Board recommends an individual(s) for nomination for appointment by the Circuit Court Judge to fill the vacancy and set the terms for the Board of Equalization.

**Attachments:** Code of Virginia 15.2-716.1 Board of Equalization and Roster of current members

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**ACTION:** That the Board recommends an individual(s) for nomination for appointment by the Circuit Court Judge to fill the vacancy and set the terms for the Board of Equalization.

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

## **Independent Body**

A Board of Equalization is a Governmental Agency, and is a component part of the judicial or legislative branch of local government. Board members are appointed by the Circuit Court or by the local governing body, and are Officers of the appointing body.

Boards should be conscious of maintaining a degree of separation from the Assessing Officer, members of the local governing body, or governmental administration. Confidence in a Board may be undermined if property owners/taxpayers believe that the Board is not acting as an impartial and independent citizen body.

## **Organization of a Board of Equalization**

Boards are typically comprised of not less than three or more than five members, and are to be made up of local citizens, the majority of which are property owners. Members are appointed by the local circuit court to a permanent Board or one serving until the end of the tax year following the year of reassessment, or by the local Board of Supervisors under county executive or county manager form of government.

Under the County Manager form of government Board membership may range from three to eleven persons. Other provisions for a Board of Equalization under the County Manager form of government are specified in §15.2-716.1 of the *Code of Virginia* (see Appendix A).

Board members must be broadly representative of the community, and at least 30 percent of a Board must be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals, and at least one such member shall sit in all cases involving commercial, industrial or multi-family residential property, unless waived by the taxpayer. Statute provides for alternate Board members to be appointed.

A Board will only address the values of the reassessment. All values are as of the tax day, January 1<sup>st</sup> or July 1<sup>st</sup>, as established by the locality. By local ordinance, the submission of appeal applications and the final disposition of all applications may be limited to specific dates. Otherwise, the term of a Board shall expire one year after the effective date of the assessment for which they were appointed.

Following the required training, prospective members become an official Board when the Presiding Judge of the locality swears them in. In their first public meeting, Board members should hold an organizational meeting to elect a Chairman who will preside over the appeal hearings, and a Secretary who will be responsible for the recording of the minutes and the preparation of notices and reports. At this meeting, the members should also attend to procedural matters and address the conduct of its hearings. For example, a Board may decide to limit the time allotted for individual appellant presentations. Whatever procedural guidelines adopted by a Board must comply with statute and applied evenly to all appellants.

## **Sittings of a Board**

Having provided the public at least a ten-calendar day advance notice of its meetings, a Board can then convene to hear appeals. The Chairman will preside over the hearings, call on each appellant to present his or her case, make introductions, and may swear in the appellant and other witnesses. The appellant



Board of Equalization  
May 2018

~~Jeffrey Gary~~ **Conflict of Interest**  
~~14044 Courthouse Road~~  
~~Waverly, VA 23890~~  
~~804.898.0714~~

Ms. Antionette Jones  
13174 Shands Road  
Stony Creek, Virginia 23882  
804.720.8247 (c)

Dennis Mason  
407 East Main Street  
Wakefield, Virginia 23888  
757.647.9799 (c)

Carla Mayes, Realtor  
(Harris & Associates, Inc.)  
28237 Petersburg Road  
Waverly, Virginia 23890  
[mayesbhq@aol.com](mailto:mayesbhq@aol.com)  
804.720.9379

Jerry Parham  
33117 Sussex Drive  
Waverly, Virginia 23890  
[Parham823@verizon.net](mailto:Parham823@verizon.net)  
804.943.5664 (c)

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.02

**Subject:** Appointment to the Sussex Service Authority

**Board Meeting Date:** November 18 2021

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**Summary:** This item was on the October 2021 Board agenda. Staff was advised by Mr. Frank Irving, of Sussex Service Authority, that there was a vacancy for an unexpired term on the Sussex Service Authority for an alternate in the At-Large position.

The position is for any citizen who resides in Sussex County (prefer them to be in our service area, but not mandatory) and is not an elected official. The position is currently held by Sam Harrison but he has moved out of Sussex County and is no longer eligible. He will continue to serve until his replacement has been appointed.

This position will serve through December 2022 at which time they can be renewed for another four-year term.

**Recommendation:** That Board makes an appointment to fill the unexpired term of the alternate in the At-Large position on the Sussex Service Authority Board, through expiring December 31, 2022 at which time a reappointment for a four-year term will need to be made.

**Attachment:** None

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**ACTION:** That Board makes an appointment to fill the unexpired term of the alternate in the At-Large position on the Sussex Service Authority Board, through expiring December 31, 2022 at which time a reappointment for a four-year term will need to be made.

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

**BOARD ACTION FORM**

**Agenda Item:** Appointments #5.03

**Subject:** Appointments to the Department of Social Services Advisory Board

**Board Meeting Date:** November 18 2021

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**Summary:** This item was tabled from previous Board of Supervisors regular meetings agenda.

The Board discussed contacting members of the former DSS Administrative Board in regards to their interest in serving on the Advisory Board. There was also the Board’s general consensus to have representation from each district. A list of names was also provided by Mr. Hagy, the Director of Social Services.

Three members—Stony Creek, Wakefield and Waverly Districts—were interested contingent upon further information provided.

**Recommendation:** None

**Attachment:** None

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**ACTION:** TBD

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

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

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.01

**Subject:** Use of American Rescue Plan Act of 2021 (ARPA) Funds

**Board Meeting Date:** November 18 2021

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**Summary:** A public hearing was held to receive public input on the use of American Rescue Plan Act of 2021 (ARPA).

As previously mentioned, the majority of the ARPA funds are proposed to be used for operating and capital items removed in the current year operating budget, as well as matching funds for the proposed VATI broadband project.

**Recommendation:** That the Board appropriates ARPA funds for the requested items, to include any amendments by the Board of Supervisors

**Attachments:** List of Proposed ARPA Fund Uses; SLFRP Fact Sheet; and CSFRF/CLFRF, or Fiscal Recovery Funds Frequently Ask Questions Sheet

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**REQUESTED ACTION:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

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

**Office of the County Administrator**  
**American Rescue Plan Act (ARPA)**

	<u>Proposed Use of Funds</u>	<u>Initial Proposal</u>	<u>Year 1 Proposed (FY22)</u>	<u>Year 1 Modified (FY22)</u>	<u>Proposed (FY23)</u>
<b>General Government</b>	Economic Development Director	65,000.00	48,000.00	40,000.00	-
	Human Resource Director	33,000.00	15,000.00	10,000.00	-
	Front Desk/Secretary	41,000.00	25,000.00	20,000.00	-
	Voting Machine*	8,000.00	8,000.00	8,000.00	-
	<i>Sub-Total</i>	<i>147,000.00</i>	<i>96,000.00</i>	<i>78,000.00</i>	
<b>Public Works</b>	Additional Planning Support	20,000.00	20,000.00	10,000.00	-
	Convenience Sites - Bulk Hauling	45,000.00	40,000.00	40,000.00	-
	Convenience Sites - Contract (Staffing cut 50%)	163,000.00	163,000.00	200,000.00	-
	Buildings & Grounds Projects*	63,800.00	63,800.00	40,000.00	-
	Solid Waste Vehicle*	44,000.00	-	-	-
<i>Sub-Total</i>	<i>335,800.00</i>	<i>286,800.00</i>	<i>290,000.00</i>		
<b>Fire, Resuce &amp; Emergency</b>	Additional Allocation to Fire	10,000.00	10,000.00	10,000.00	-
	Additional Allocation to EMS	4,000.00	4,000.00	4,000.00	-
	Lifestar Contract (cut 50%)	465,000.00	465,000.00	465,000.00	-
	Generator - EOC*	75,000.00	-	-	-
	Animal Control (MISC)*	47,000.00	47,000.00	47,000.00	-
<i>Sub-Total</i>	<i>601,000.00</i>	<i>526,000.00</i>	<i>526,000.00</i>		
<b>Parks, Recreation &amp; Cultural</b>	GIS Upgrades	50,000.00	50,000.00	30,000.00	-
	<i>Sub-Total</i>	<i>50,000.00</i>	<i>50,000.00</i>	<i>30,000.00</i>	
<b>Sheriff's Operations &amp; Jail</b>	Sheriff Sanitizing Machines	56,000.00	56,000.00	56,000.00	-
	E-tickets*	30,000.00	30,000.00	30,000.00	-
<i>Sub-Total</i>	<i>86,000.00</i>	<i>86,000.00</i>	<i>86,000.00</i>		
<b>Outside Agencies</b>	Waverly Wastewater	25,000.00	25,000.00	5,000.00	-
	<i>Sub-Total</i>	<i>25,000.00</i>	<i>25,000.00</i>	<i>5,000.00</i>	
<b>Broadband</b>	PGECE/Tobacco Commission/Cameron Foundation	500,000.00	-	-	500,000.00
	<i>Sub-Total</i>	<i>500,000.00</i>	<i>-</i>	<i>-</i>	
	Total Proposed Use of Funds	\$ 1,744,800.00	\$ 2,139,600.00	\$ 1,015,000.00	\$ 500,000.00
		\$422,705.00	\$ 1,083,752.50	\$1,083,752.50	\$ 1,083,752.50
	<i>Unallocated Balance</i>	\$ 1,322,095.00	\$ (1,055,847.50)	\$ 68,752.50	\$ 583,752.50
	* = FY22 Department Requested Capital Projects				
	Total ARPA Funds Allocated to Sussex	\$ 2,167,505.00			

# FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

**May 10, 2021**

*Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery*

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

**FUNDING AMOUNTS**

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

<b>Type</b>	<b>Amount (\$ billions)</b>
States & District of Columbia	\$195.3
Counties	\$65.1
Metropolitan Cites	\$45.6
Tribal Governments	\$20.0
Territories	\$4.5
Non-Entitlement Units of Local Government	\$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

**USES OF FUNDING**

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

### 1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
  - ✓ Vaccination programs
  - ✓ Medical expenses
  - ✓ Testing
  - ✓ Contact tracing
  - ✓ Isolation or quarantine
  - ✓ PPE purchases
  - ✓ Support for vulnerable populations to access medical or public health services
  - ✓ Public health surveillance (e.g., monitoring for variants)
  - ✓ Enforcement of public health orders
  - ✓ Public communication efforts
  - ✓ Enhancement of healthcare capacity, including alternative care facilities
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
  - ✓ Enhancement of public health data systems
  - ✓ Capital investments in public facilities to meet pandemic operational needs
  - ✓ Ventilation improvements in key settings like healthcare facilities



- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
  - ✓ Mental health treatment
  - ✓ Substance misuse treatment
  - ✓ Other behavioral health services
  - ✓ Hotlines or warmlines
  - ✓ Crisis intervention
  - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

## 2. Addressing the negative economic impacts caused by the public health emergency

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor’s benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

### 3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

### 4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient's average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury's Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

## 5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury's Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

## **6. Investing in water and sewer infrastructure**

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

## **7. Investing in broadband infrastructure**

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

## 8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

## **Coronavirus State and Local Fiscal Recovery Funds**

### **Frequently Asked Questions**

**AS OF JULY 19, 2021**

This document contains answers to frequently asked questions regarding the Coronavirus State and Local Fiscal Recovery Funds (CSFRF / CLFRF, or Fiscal Recovery Funds). Treasury will be updating this document periodically in response to questions received from stakeholders. Recipients and stakeholders should consult the [Interim Final Rule](#) for additional information.

- For overall information about the program, including information on requesting funding, please see <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments>
- For general questions about CSFRF / CLFRF, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov)
- Treasury is seeking comment on all aspects of the Interim Final Rule. Stakeholders are encouraged to submit comments electronically through the Federal eRulemaking Portal (<https://www.regulations.gov/document/TREAS-DO-2021-0008-0002>) on or before July 16, 2021. Please be advised that comments received will be part of the public record and subject to public disclosure. Do not disclose any information in your comment or supporting materials that you consider confidential or inappropriate for public disclosure.

Questions added 5/27/21: 1.5, 1.6, 2.13, 2.14, 2.15, 3.9, 4.5, 4.6, 10.3, 10.4 (noted with “[5/27]”)

Questions added 6/8/21: 2.16, 3.10, 3.11, 3.12, 4.7, 6.7, 8.2, 9.4, 9.5, 10.5 (noted with “[6/8]”)

Questions added 6/17/21: 6.8, 6.9, 6.10, 6.11 (noted with “[6/17]”)

Questions added 6/23/21: 1.7, 2.17, 2.18, 2.19, 2.20, 3.1 (appendix), 3.13, 4.8, 6.12 (noted with “[6/23]”)

Question added 6/24/21: 2.21 (noted with “[6/24]”)

Questions added 7/14/21: 1.8, 3.14, 3.15, 4.9, 4.10, 4.11, 4.12, 6.13, 6.14, 6.15, 6.16, 6.17, 10.3 updated (noted with “[7/14]”)

Answers to frequently asked questions on distribution of funds to non-entitlement units of local government (NEUs) can be found in this [FAQ supplement](#), which is regularly updated.

## **1. Eligibility and Allocations**

### **1.1. Which governments are eligible for funds?**

The following governments are eligible:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities
- Non-entitlement units, or smaller local governments

**1.2. Which governments receive funds directly from Treasury?**

Treasury will distribute funds directly to each eligible state, territory, metropolitan city, county, or Tribal government. Smaller local governments that are classified as non-entitlement units will receive funds through their applicable state government.

**1.3. Are special-purpose units of government eligible to receive funds?**

Special-purpose units of local government will not receive funding allocations; however, a state, territory, local, or Tribal government may transfer funds to a special-purpose unit of government. Special-purpose districts perform specific functions in the community, such as fire, water, sewer or mosquito abatement districts.

**1.4. How are funds being allocated to Tribal governments, and how will Tribal governments find out their allocation amounts?<sup>1</sup>**

\$20 billion of Fiscal Recovery Funds was reserved for Tribal governments. The American Rescue Plan Act specifies that \$1 billion will be allocated evenly to all eligible Tribal governments. The remaining \$19 billion will be distributed using an allocation methodology based on enrollment and employment.

There will be two payments to Tribal governments. Each Tribal government's first payment will include (i) an amount in respect of the \$1 billion allocation that is to be divided equally among eligible Tribal governments and (ii) each Tribal government's pro rata share of the Enrollment Allocation. Tribal governments will be notified of their allocation amount and delivery of payment 4-5 days after completing request for funds in the Treasury Submission Portal. The deadline to make the initial request for funds is June 21, 2021.

The second payment will include a Tribal government's pro rata share of the Employment Allocation. There is a \$1,000,000 minimum employment allocation for Tribal governments. In late-June, Tribal governments will receive an email notification to re-enter the Treasury Submission Portal to confirm or amend their 2019 employment numbers that were submitted to the Department of the Treasury for the CARES Act's Coronavirus Relief Fund. To receive an Employment Allocation, including the minimum employment allocation, Tribal governments must confirm employment numbers by July

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<sup>1</sup> The answer to this question was updated on July 19, 2021.

23, 2021. Treasury will calculate employment allocations for those Tribal governments that confirmed or submitted amended employment numbers by the deadline. In August, Treasury will communicate to Tribal governments the amount of their portion of the Employment Allocation and the anticipated date for the second payment.

**1.5. My county is a unit of general local government with population under 50,000. Will my county receive funds directly from Treasury? [5/27]**

Yes. All counties that are units of general local government will receive funds directly from Treasury and should apply via the [online portal](#). The list of county allocations is available [here](#).

**1.6. My local government expected to be classified as a non-entitlement unit. Instead, it was classified as a metropolitan city. Why? [5/27]**

The American Rescue Plan Act defines, for purposes of the Coronavirus Local Fiscal Recovery Fund (CLFRF), metropolitan cities to include those that are currently metropolitan cities under the Community Development Block Grant (CDBG) program but also those cities that relinquish or defer their status as a metropolitan city for purposes of the CDBG program. This would include, by way of example, cities that are principal cities of their metropolitan statistical area, even if their population is less than 50,000. In other words, a city that is eligible to be a metropolitan city under the CDBG program is eligible as a metropolitan city under the CLFRF, regardless of how that city has elected to participate in the CDBG program.

Unofficial allocation estimates produced by other organizations may have classified certain local governments as non-entitlement units of local government. However, based on the statutory definitions, some of these local governments should have been classified as metropolitan cities.

**1.7. In order to receive and use Fiscal Recovery Funds, must a recipient government maintain a declaration of emergency relating to COVID-19? [6/23]**

No. Neither the statute establishing the CSFRF/CLFRF nor the Interim Final Rule requires recipients to maintain a local declaration of emergency relating to COVID-19.

**1.8. Can non-profit or private organizations receive funds? If so, how? [7/14]**

Yes. Under section 602(c)(3) of the Social Security Act, a State, territory, or Tribal government may transfer funds to a “private nonprofit organization . . . , a Tribal organization . . . , a public benefit corporation involved in the transportation of passengers or cargo, or a special-purpose unit of State or local government.” Similarly, section 603(c)(3) authorizes a local government to transfer funds to the same entities (other than Tribal organizations). The Interim Final Rule clarifies that the lists of transferees in sections 602(c)(3) and 603(c)(3) are not exclusive, and recipients may transfer funds to constituent units of government or private entities beyond those



specified in the statute. A transferee receiving a transfer from a recipient under sections 602(c)(3) and 603(c)(3) will be considered to be a subrecipient and will be expected to comply with all subrecipient reporting requirements.

The ARPA does not authorize Treasury to provide CSFRF/CLFRF funds directly to non-profit or private organizations. Thus, non-profit or private organizations should seek funds from CSFRF/CLFRF recipient(s) in their jurisdiction (e.g., a State, local, territorial, or Tribal government).

## **2. Eligible Uses – Responding to the Public Health Emergency / Negative Economic Impacts**

### **2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?**

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

### **2.2. If a use of funds was allowable under the Coronavirus Relief Fund (CRF) to respond to the public health emergency, may recipients presume it is also allowable under CSFRF/CLFRF?**

Generally, funding uses eligible under CRF as a response to the direct public health impacts of COVID-19 will continue to be eligible under CSFRF/CLFRF, with the following two exceptions: (1) the standard for eligibility of public health and safety payrolls has been updated; and (2) expenses related to the issuance of tax-anticipation notes are not an eligible funding use.

### **2.3. If a use of funds is not explicitly permitted in the Interim Final Rule as a response to the public health emergency and its negative economic impacts, does that mean it is prohibited?**

The Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. The Interim Final Rule also provides flexibility for recipients to use Fiscal Recovery Funds for programs or services that are not identified on these non-exclusive lists but which meet the objectives of section 602(c)(1)(A) or 603(c)(1)(A) by responding to the COVID-19 public health emergency with respect to COVID-19 or its negative economic impacts.

**2.4. May recipients use funds to respond to the public health emergency and its negative economic impacts by replenishing state unemployment funds?**

Consistent with the approach taken in the CRF, recipients may make deposits into the state account of the Unemployment Trust Fund up to the level needed to restore the pre-pandemic balances of such account as of January 27, 2020, or to pay back advances received for the payment of benefits between January 27, 2020 and the date when the Interim Final Rule is published in the Federal Register.

**2.5. What types of services are eligible as responses to the negative economic impacts of the pandemic?**

Eligible uses in this category include assistance to households; small businesses and non-profits; and aid to impacted industries.

Assistance to households includes, but is not limited to: food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

Assistance to small business and non-profits includes, but is not limited to:

- loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
- Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
- Technical assistance, counseling, or other services to assist with business planning needs

**2.6. May recipients use funds to respond to the public health emergency and its negative economic impacts by providing direct cash transfers to households?**

Yes, provided the recipient considers whether, and the extent to which, the household has experienced a negative economic impact from the pandemic. Additionally, cash transfers must be reasonably proportional to the negative economic impact they are intended to address. Cash transfers grossly in excess of the amount needed to address the negative economic impact identified by the recipient would not be considered to be a response to the COVID-19 public health emergency or its negative impacts. In particular, when considering appropriate size of permissible cash transfers made in response to the COVID-19 public health emergency, state, local, territorial, and Tribal governments may consider and take guidance from the per person amounts previously provided by the federal government in response to the COVID crisis.

**2.7. May funds be used to reimburse recipients for costs incurred by state and local governments in responding to the public health emergency and its negative economic impacts prior to passage of the American Rescue Plan?**

Use of Fiscal Recovery Funds is generally forward looking. The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021.

**2.8. May recipients use funds for general economic development or workforce development?**

Generally, not. Recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible.

**2.9. How can recipients use funds to assist the travel, tourism, and hospitality industries?**

Aid provided to tourism, travel, and hospitality industries should respond to the negative economic impacts of the pandemic. For example, a recipient may provide aid to support safe reopening of businesses in the tourism, travel and hospitality industries and to districts that were closed during the COVID-19 public health emergency, as well as aid a planned expansion or upgrade of tourism, travel and hospitality facilities delayed due to the pandemic.

Tribal development districts are considered the commercial centers for tribal hospitality, gaming, tourism and entertainment industries.

**2.10. May recipients use funds to assist impacted industries other than travel, tourism, and hospitality?**

Yes, provided that recipients consider the extent of the impact in such industries as compared to tourism, travel, and hospitality, the industries enumerated in the statute. For example, nationwide the leisure and hospitality industry has experienced an

approximately 17 percent decline in employment and 24 percent decline in revenue, on net, due to the COVID-19 public health emergency. Recipients should also consider whether impacts were due to the COVID-19 pandemic, as opposed to longer-term economic or industrial trends unrelated to the pandemic.

Recipients should maintain records to support their assessment of how businesses or business districts receiving assistance were affected by the negative economic impacts of the pandemic and how the aid provided responds to these impacts.

**2.11. How does the Interim Final Rule help address the disparate impact of COVID-19 on certain populations and geographies?**

In recognition of the disproportionate impacts of the COVID-19 virus on health and economic outcomes in low-income and Native American communities, the Interim Final Rule identifies a broader range of services and programs that are considered to be in response to the public health emergency when provided in these communities. Specifically, Treasury will presume that certain types of services are eligible uses when provided in a Qualified Census Tract (QCT), to families living in QCTs, or when these services are provided by Tribal governments.

Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. In identifying these disproportionately-impacted communities, recipients should be able to support their determination for how the pandemic disproportionately impacted the populations, households, or geographic areas to be served.

Eligible services include:

- Addressing health disparities and the social determinants of health, including: community health workers, public benefits navigators, remediation of lead paint or other lead hazards, and community violence intervention programs;
- Building stronger neighborhoods and communities, including: supportive housing and other services for individuals experiencing homelessness, development of affordable housing, and housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity;
- Addressing educational disparities exacerbated by COVID-19, including: early learning services, increasing resources for high-poverty school districts, educational services like tutoring or afterschool programs, and supports for students' social, emotional, and mental health needs; and
- Promoting healthy childhood environments, including: child care, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

**2.12. May recipients use funds to pay for vaccine incentive programs (e.g., cash or in-kind transfers, lottery programs, or other incentives for individuals who get vaccinated)?**

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to respond to the COVID-19 public health emergency, including expenses related to COVID-19 vaccination programs. See 31 CFR 35.6(b)(1)(i). Programs that provide incentives reasonably expected to increase the number of people who choose to get vaccinated, or that motivate people to get vaccinated sooner than they otherwise would have, are an allowable use of funds so long as such costs are reasonably proportional to the expected public health benefit.

**2.13. May recipients use funds to pay “back to work incentives” (e.g., cash payments for newly employed workers after a certain period of time on the job)? [5/27]**

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to unemployed workers. See 31 CFR 35.6(b)(4). This assistance can include job training or other efforts to accelerate rehiring and thus reduce unemployment, such as childcare assistance, assistance with transportation to and from a jobsite or interview, and incentives for newly employed workers.

**2.14. The Coronavirus Relief Fund (CRF) included as an eligible use: "Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What has changed in CSFRF/CLFRF, and what type of documentation is required under CSFRF/CLFRF? [5/27]**

Many of the expenses authorized under the Coronavirus Relief Fund are also eligible uses under the CSFRF/CLFRF. However, in the case of payroll expenses for public safety, public health, health care, human services, and similar employees (hereafter, public health and safety staff), the CSFRF/CLFRF does differ from the CRF. This change reflects the differences between the ARPA and CARES Act and recognizes that the response to the COVID-19 public health emergency has changed and will continue to change over time. In particular, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, including first responders, to the extent that the employee's time that is dedicated to responding to the COVID-19 public health emergency.

For administrative convenience, the recipient may consider a public health and safety employee to be entirely devoted to mitigating or responding to the COVID-19 public health emergency, and therefore fully covered, if the employee, or his or her operating unit or division, is primarily dedicated (e.g., more than half of the employee's time is dedicated) to responding to the COVID-19 public health emergency.

Recipients may use presumptions for assessing whether an employee, division, or operating unit is primarily dedicated to COVID-19 response. The recipient should

maintain records to support its assessment, such as payroll records, attestations from supervisors or staff, or regular work product or correspondence demonstrating work on the COVID-19 response. Recipients need not routinely track staff hours. Recipients should periodically reassess their determinations.

**2.15. What staff are included in “public safety, public health, health care, human services, and similar employees”? Would this include, for example, 911 operators, morgue staff, medical examiner staff, or EMS staff? [5/27]**

As discussed in the Interim Final Rule, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, for the portion of the employee’s time that is dedicated to responding to the COVID-19 public health emergency.

Public safety employees would include police officers (including state police officers), sheriffs and deputy sheriffs, firefighters, emergency medical responders, correctional and detention officers, and those who directly support such employees such as dispatchers and supervisory personnel. Public health employees would include employees involved in providing medical and other health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions, and other support services essential for patient care (e.g., laboratory technicians, medical examiner or morgue staff) as well as employees of public health departments directly engaged in matters related to public health and related supervisory personnel. Human services staff include employees providing or administering social services; public benefits; child welfare services; and child, elder, or family care, as well as others.

**2.16. May recipients use funds to establish a public jobs program? [6/8]**

Yes. The Interim Final Rule permits a broad range of services to unemployed or underemployed workers and other individuals that suffered negative economic impacts from the pandemic. That can include public jobs programs, subsidized employment, combined education and on-the-job training programs, or job training to accelerate rehiring or address negative economic or public health impacts experienced due to a worker’s occupation or level of training. The broad range of permitted services can also include other employment supports, such as childcare assistance or assistance with transportation to and from a jobsite or interview.

The Interim Final Rule includes as an eligible use re-hiring public sector staff up to the government’s level of pre-pandemic employment. “Public sector staff” would not include individuals participating in a job training or subsidized employment program administered by the recipient.

**2.17. The Interim Final Rule states that “assistance or aid to individuals or businesses that did not experience a negative economic impact from the public health emergency would not be an eligible use under this category.” Are recipients**

**required to demonstrate that each individual or business experienced a negative economic impact for that individual or business to receive assistance? [6/23]**

Not necessarily. The Interim Final Rule allows recipients to demonstrate a negative economic impact on a population or group and to provide assistance to households or businesses that fall within that population or group. In such cases, the recipient need only demonstrate that the household or business is within the population or group that experienced a negative economic impact.

For assistance to households, the Interim Final Rule states, “In assessing whether a household or population experienced economic harm as a result of the pandemic, a recipient may presume that a household or population that experienced unemployment or increased food or housing insecurity or is low- or moderate-income experienced negative economic impacts resulting from the pandemic.” This would allow, for example, an internet access assistance program for all low- or moderate-income households, but would not require the recipient to demonstrate or document that each individual low- or moderate income household experienced a negative economic impact from the COVID-19 public health emergency apart from being low- or -moderate income.

For assistance to small businesses, the Interim Final Rule states that assistance may be provided to small businesses, including loans, grants, in-kind assistance, technical assistance or other services, to respond to the negative economic impacts of the COVID-19 public health emergency. In providing assistance to small businesses, recipients must design a program that responds to the negative economic impacts of the COVID-19 public health emergency, including by identifying how the program addresses the identified need or impact faced by small businesses. This can include assistance to adopt safer operating procedures, weather periods of closure, or mitigate financial hardship resulting from the COVID-19 public health emergency.

As part of program design and to ensure that the program responds to the identified need, recipients may consider additional criteria to target assistance to businesses in need, including to small businesses. Assistance may be targeted to businesses facing financial insecurity, with substantial declines in gross receipts (e.g., comparable to measures used to assess eligibility for the Paycheck Protection Program), or facing other economic harm due to the pandemic, as well as businesses with less capacity to weather financial hardship, such as the smallest businesses, those with less access to credit, or those serving disadvantaged communities. For example, a recipient could find based on local data or research that the smallest businesses faced sharply increased risk of bankruptcy and develop a program to respond; such a program would only need to document a population or group-level negative economic impact, and eligibility criteria to limit access to the program to that population or group (in this case, the smallest businesses).

In addition, recognizing the disproportionate impact of the pandemic on disadvantaged communities, the Interim Final Rule also identifies a set of services that are presumptively eligible when provided in a Qualified Census Tract (QCT); to families and individuals living in QCTs; to other populations, households, or geographic areas

identified by the recipient as disproportionately impacted by the pandemic; or when these services are provided by Tribal governments. For more information on the set of presumptively eligible services, see the Interim Final Rule section on *Building Stronger Communities through Investments in Housing and Neighborhoods* and FAQ 2.11.

**2.18. Would investments in improving outdoor spaces (e.g. parks) be an eligible use of funds as a response to the public health emergency and/or its negative economic impacts? [6/23]**

There are multiple ways that investments in improving outdoor spaces could qualify as eligible uses; several are highlighted below, though there may be other ways that a specific investment in outdoor spaces would meet eligible use criteria.

First, in recognition of the disproportionate negative economic impacts on certain communities and populations, the Interim Final Rule identifies certain types of services that are eligible uses when provided in a Qualified Census Tract (QCT), to families and individuals living in QCTs, or when these services are provided by Tribal governments. Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic.

These programs and services include services designed to build stronger neighborhoods and communities and to address health disparities and the social determinants of health. The Interim Final Rule provides a non-exhaustive list of eligible services to respond to the needs of communities disproportionately impacted by the pandemic, and recipients may identify other uses of funds that do so, consistent with the Rule’s framework. For example, investments in parks, public plazas, and other public outdoor recreation spaces may be responsive to the needs of disproportionately impacted communities by promoting healthier living environments and outdoor recreation and socialization to mitigate the spread of COVID-19.

Second, recipients may provide assistance to small businesses in all communities. Assistance to small businesses could include support to enhance outdoor spaces for COVID-19 mitigation (e.g., restaurant patios) or to improve the built environment of the neighborhood (e.g., façade improvements).

Third, many governments saw significantly increased use of parks during the pandemic that resulted in damage or increased maintenance needs. The Interim Final Rule recognizes that “decrease[s to] a state or local government’s ability to effectively administer services” can constitute a negative economic impact of the pandemic.

**2.19. Would expenses to address a COVID-related backlog in court cases be an eligible use of funds as a response to the public health emergency? [6/23]**

The Interim Final Rule recognizes that “decrease[s to] a state or local government’s ability to effectively administer services,” such as cuts to public sector staffing levels, can constitute a negative economic impact of the pandemic. During the COVID-19 public



health emergency, many courts were unable to operate safely during the pandemic and, as a result, now face significant backlogs. Court backlogs resulting from inability of courts to safely operate during the COVID-19 pandemic decreased the government's ability to administer services. Therefore, steps to reduce these backlogs, such as implementing COVID-19 safety measures to facilitate court operations, hiring additional court staff or attorneys to increase speed of case resolution, and other expenses to expedite case resolution are eligible uses.

**2.20. Can funds be used to assist small business startups as a response to the negative economic impact of COVID-19? [6/23]**

As discussed in the Interim Final Rule, recipients may provide assistance to small businesses that responds to the negative economic impacts of COVID-19. The Interim Final Rule provides a non-exclusive list of potential assistance mechanisms, as well as considerations for ensuring that such assistance is responsive to the negative economic impacts of COVID-19.

Treasury acknowledges a range of potential circumstances in which assisting small business startups could be responsive to the negative economic impacts of COVID-19, including for small businesses and individuals seeking to start small businesses after the start of the COVID-19 public health emergency. For example:

- A recipient could assist small business startups with additional costs associated with COVID-19 mitigation tactics (e.g., barriers or partitions; enhanced cleaning; or physical plant changes to enable greater use of outdoor space).
- A recipient could identify and respond to a negative economic impact of COVID-19 on new small business startups; for example, if it could be shown that small business startups in a locality were facing greater difficulty accessing credit than prior to the pandemic, faced increased costs to starting the business due to the pandemic, or that the small business had lost expected startup capital due to the pandemic.
- The Interim Final Rule also discusses eligible uses that provide support for individuals who have experienced a negative economic impact from the COVID-19 public health emergency, including uses that provide job training for unemployed individuals. These initiatives also may support small business startups and individuals seeking to start small businesses.

**2.21. Can funds be used for eviction prevention efforts or housing stability services? [6/24]**

Yes. Responses to the negative economic impacts of the pandemic include “rent, mortgage, or utility assistance [and] counseling and legal aid to prevent eviction or homelessness.” This includes housing stability services that enable eligible households to maintain or obtain housing, such as housing counseling, fair housing counseling, case management related to housing stability, outreach to households at risk of eviction or promotion of housing support programs, housing related services for survivors of

domestic abuse or human trafficking, and specialized services for individuals with disabilities or seniors that supports their ability to access or maintain housing.

This also includes legal aid such as legal services or attorney's fees related to eviction proceedings and maintaining housing stability, court-based eviction prevention or eviction diversion programs, and other legal services that help households maintain or obtain housing.

Recipients may transfer funds to, or execute grants or contracts with, court systems, non-profits, and a wide range of other organizations to implement these strategies.

### **3. Eligible Uses – Revenue Loss**

#### **3.1. How is revenue defined for the purpose of this provision? [appendix added 6/23]**

The Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

General Revenue includes revenue from taxes, current charges, and miscellaneous general revenue. It excludes refunds and other correcting transactions, proceeds from issuance of debt or the sale of investments, agency or private trust transactions, and revenue generated by utilities and insurance trusts. General revenue also includes intergovernmental transfers between state and local governments, but excludes intergovernmental transfers from the Federal government, including Federal transfers made via a state to a locality pursuant to the CRF or the Fiscal Recovery Funds.

Tribal governments may include all revenue from Tribal enterprises and gaming operations in the definition of General Revenue.

Please see the appendix for a diagram of the Interim Final Rule’s definition of General Revenue within the Census Bureau’s revenue classification structure.

#### **3.2. Will revenue be calculated on an entity-wide basis or on a source-by-source basis (e.g. property tax, income tax, sales tax, etc.)?**

Recipients should calculate revenue on an entity-wide basis. This approach minimizes the administrative burden for recipients, provides for greater consistency across recipients, and presents a more accurate representation of the net impact of the COVID-19 public health emergency on a recipient’s revenue, rather than relying on financial reporting prepared by each recipient, which vary in methodology used and which generally aggregates revenue by purpose rather than by source.

#### **3.3. Does the definition of revenue include outside concessions that contract with a state or local government?**

Recipients should classify revenue sources as they would if responding to the U.S. Census Bureau’s Annual Survey of State and Local Government Finances. According to the Census Bureau’s [Government Finance and Employment Classification manual](#), the following is an example of current charges that would be included in a state or local government’s general revenue from own sources: “Gross revenue of facilities operated by a government (swimming pools, recreational marinas and piers, golf courses, skating rinks, museums, zoos, etc.); auxiliary facilities in public recreation areas (camping areas, refreshment stands, gift shops, etc.); lease or use fees from stadiums, auditoriums, and community and convention centers; and rentals from concessions at such facilities.”

**3.4. What is the time period for estimating revenue loss? Will revenue losses experienced prior to the passage of the Act be considered?**

Recipients are permitted to calculate the extent of reduction in revenue as of four points in time: December 31, 2020; December 31, 2021; December 31, 2022; and December 31, 2023. This approach recognizes that some recipients may experience lagged effects of the pandemic on revenues.

Upon receiving Fiscal Recovery Fund payments, recipients may immediately calculate revenue loss for the period ending December 31, 2020.

**3.5. What is the formula for calculating the reduction in revenue?**

A reduction in a recipient’s General Revenue equals:

$$\text{Max} \{ [\text{Base Year Revenue} * (1 + \text{Growth Adjustment})^{\left(\frac{n_t}{12}\right)} ] - \text{Actual General Revenue}_t ; 0 \}$$

Where:

*Base Year Revenue* is General Revenue collected in the most recent full fiscal year prior to the COVID-19 public health emergency.

*Growth Adjustment* is equal to the greater of 4.1 percent (or 0.041) and the recipient’s average annual revenue growth over the three full fiscal years prior to the COVID-19 public health emergency.

*n* equals the number of months elapsed from the end of the base year to the calculation date.

*Actual General Revenue* is a recipient’s actual general revenue collected during 12-month period ending on each calculation date.

Subscript *t* denotes the calculation date.

**3.6. Are recipients expected to demonstrate that reduction in revenue is due to the COVID-19 public health emergency?**

In the Interim Final Rule, any diminution in actual revenue calculated using the formula above would be presumed to have been “due to” the COVID-19 public health emergency. This presumption is made for administrative ease and in recognition of the broad-based economic damage that the pandemic has wrought.

**3.7. May recipients use pre-pandemic projections as a basis to estimate the reduction in revenue?**

No. Treasury is disallowing the use of projections to ensure consistency and comparability across recipients and to streamline verification. However, in estimating the revenue shortfall using the formula above, recipients may incorporate their average annual revenue growth rate in the three full fiscal years prior to the public health emergency.

**3.8. Once a recipient has identified a reduction in revenue, are there any restrictions on how recipients use funds up to the amount of the reduction?**

The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.

However, paying interest or principal on outstanding debt, replenishing rainy day or other reserve funds, or paying settlements or judgments would not be considered provision of a government service, since these uses of funds do not entail direct provision of services to citizens. This restriction on paying interest or principal on any outstanding debt instrument, includes, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt. In addition, the overarching restrictions on all program funds (e.g., restriction on pension deposits, restriction on using funds for non-federal match where barred by regulation or statute) would apply.

**3.9. How do I know if a certain type of revenue should be counted for the purpose of computing revenue loss? [5/27]**

As discussed in FAQ #3.1, the Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

Recipients should refer to the definition of “General Revenue” included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule’s definition of “General Revenue,” the recipient may consider the classification and instructions used to complete the Census Bureau’s Annual Survey.

For example, parking fees would be classified as a Current Charge for the purpose of the Census Bureau’s Annual Survey, and the Interim Final Rule’s concept of “General Revenue” includes all Current Charges. Therefore, parking fees would be included in the Interim Final Rule’s concept of “General Revenue.”

The Census Bureau’s Government Finance and Employment Classification manual is available [here](#).

**3.10. In calculating revenue loss, are recipients required to use audited financials? [6/8]**

Where audited data is not available, recipients are not required to obtain audited data. Treasury expects all information submitted to be complete and accurate. See 31 CFR 35.4(c).

**3.11. In calculating revenue loss, should recipients use their own data, or Census data? [6/8]**

Recipients should use their own data sources to calculate general revenue, and do not need to rely on published revenue data from the Census Bureau. Treasury acknowledges that due to differences in timing, data sources, and definitions, recipients’ self-reported general revenue figures may differ somewhat from those published by the Census Bureau.

**3.12. Should recipients calculate revenue loss on a cash basis or an accrual basis? [6/8]**

Recipients may provide data on a cash, accrual, or modified accrual basis, provided that recipients are consistent in their choice of methodology throughout the covered period and until reporting is no longer required.

**3.13. In identifying intergovernmental revenue for the purpose of calculating General Revenue, should recipients exclude all federal funding, or just federal funding related to the COVID-19 response? How should local governments treat federal funds that are passed through states or other entities, or federal funds that are intermingled with other funds? [6/23]**

In calculating General Revenue, recipients should exclude all intergovernmental transfers from the federal government. This includes, but is not limited to, federal transfers made via a state to a locality pursuant to the Coronavirus Relief Fund or Fiscal Recovery Funds. To the extent federal funds are passed through states or other entities or intermingled with other funds, recipients should attempt to identify and exclude the

federal portion of those funds from the calculation of General Revenue on a best-efforts basis.

**3.14. What entities constitute a government for the purpose of calculating revenue loss? [7/14]**

In determining whether a particular entity is part of a recipient's government for purposes of measuring a recipient's government revenue, recipients should identify all the entities included in their government and the general revenue attributable to these entities on a best-efforts basis. Recipients are encouraged to consider how their administrative structure is organized under state and local statutes. In cases in which the autonomy of certain authorities, commissions, boards, districts, or other entities is not readily distinguishable from the recipient's government, recipients may adopt the Census Bureau's criteria for judging whether an entity is independent from, or a constituent of, a given government. For an entity to be independent, it generally meets all four of the following conditions:

- The entity is an organized entity and possesses corporate powers, such as perpetual succession, the right to sue and be sued, having a name, the ability to make contracts, and the ability to acquire and dispose of property.
- The entity has governmental character, meaning that it provides public services, or wields authority through a popularly elected governing body or officers appointed by public officials. A high degree of responsibility to the public, demonstrated by public reporting requirements or by accessibility of records for public inspection, also evidences governmental character.
- The entity has substantial fiscal independence, meaning it can determine its budget without review and modification by other governments. For instance, the entity can determine its own taxes, charges, and debt issuance without another government's supervision.
- The entity has substantial administrative independence, meaning it has a popularly elected governing body, or has a governing body representing two or more governments, or, in the event its governing body is appointed by another government, the entity performs functions that are essentially different from those of, and are not subject to specification by, its creating government.

If an entity does not meet all four of these conditions, a recipient may classify the entity as part of the recipient's government and assign the portion of General Revenue that corresponds to the entity.

To further assist recipients in applying the forgoing criteria, recipients may refer to the Census Bureau's [\*Individual State Descriptions: 2017 Census of Governments\*](#) publication, which lists specific entities and classes of entities classified as either independent (defined by Census as "special purpose governments") or constituent (defined by Census as "dependent agencies") on a state-by-state basis. Recipients should note that the Census Bureau's lists are not exhaustive and that Census classifications are based on an analysis of state and local statutes as of 2017 and subject to the Census Bureau's judgement. Though not included in the Census Bureau's publication, state

colleges and universities are generally classified as dependent agencies of state governments by the Census Bureau.

If an entity is determined to be part of the recipient's government, the recipient must also determine whether the entity's revenue is covered by the Interim Final Rule's definition of "general revenue." For example, some cash flows may be outside the definition of "general revenue." In addition, note that the definition of general revenue includes Tribal enterprises in the case of Tribal governments. Refer to FAQ 3.1 (and the Appendix) for the components included in General Revenue.

**3.15. The Interim Final Rule's definition of General Revenue excludes revenue generated by utilities. Can you please clarify the definition of utility revenue? [7/14]**

As noted in FAQs 3.1 and 3.9, the Interim Final Rule adopts a definition of "general revenue" that is based on, but not identical to, the Census Bureau's concept of "General Revenue from Own Sources" in the Annual Survey of State and Local Government Finances. Recipients should refer to the definition of "general revenue" included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule's definition of "general revenue," the recipient may consider the classification and instructions used to complete the Census Bureau's Annual Survey.

According to the Census Bureau's [Government Finance and Employment Classification manual](#), utility revenue is defined as "[g]ross receipts from sale of utility commodities or services to the public or other governments by publicly-owned and controlled utilities." This includes revenue from operations of publicly-owned and controlled water supply systems, electric power systems, gas supply systems, and public mass transit systems (see pages 4-45 and 4-46 of the manual for more detail).

Except for these four types of utilities, revenues from all commercial-type activities of a recipient's government (e.g., airports, educational institutions, lotteries, public hospitals, public housing, parking facilities, port facilities, sewer or solid waste systems, and toll roads and bridges) are covered by the Interim Final Rule's definition of "general revenue." If a recipient is unsure whether a particular entity performing one of these commercial-type activities can be considered part of the recipient's government, please see FAQ 3.14.

## **4. Eligible Uses – General**

**4.1. May recipients use funds to replenish a budget stabilization fund, rainy day fund, or similar reserve account?**

No. Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses. Contributions to rainy day funds

and similar reserves funds would not address these needs or respond to the COVID-19 public health emergency, but would rather be savings for future spending needs. Similarly, funds made available for the provision of governmental services (to the extent of reduction in revenue) are intended to support direct provision of services to citizens. Contributions to rainy day funds are not considered provision of government services, since such expenses do not directly relate to the provision of government services.

**4.2. May recipients use funds to invest in infrastructure other than water, sewer, and broadband projects (e.g. roads, public facilities)?**

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency.

Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

**4.3. May recipients use funds to pay interest or principal on outstanding debt?**

No. Expenses related to financing, including servicing or redeeming notes, would not address the needs of pandemic response or its negative economic impacts. Such expenses would also not be considered provision of government services, as these financing expenses do not directly provide services or aid to citizens.

This applies to paying interest or principal on any outstanding debt instrument, including, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt.

**4.4. May recipients use funds to satisfy nonfederal matching requirements under the Stafford Act? May recipients use funds to satisfy nonfederal matching requirements generally?**

Fiscal Recovery Funds are subject to pre-existing limitations in other federal statutes and regulations and may not be used as non-federal match for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements. For example, expenses for the state share of Medicaid are not an eligible use. For information on FEMA programs, please [see here](#).

**4.5. Are governments required to submit proposed expenditures to Treasury for approval? [5/27]**



No. Recipients are not required to submit planned expenditures for prior approval by Treasury. Recipients are subject to the requirements and guidelines for eligible uses contained in the Interim Final Rule.

#### **4.6. How do I know if a specific use is eligible? [5/27]**

Fiscal Recovery Funds must be used in one of the four eligible use categories specified in the American Rescue Plan Act and implemented in the Interim Final Rule:

- a) To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- b) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- c) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- d) To make necessary investments in water, sewer, or broadband infrastructure.

Recipients should consult Section II of the Interim Final Rule for additional information on eligible uses. For recipients evaluating potential uses under (a), the Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. See Section II of the Interim Final Rule for additional discussion.

For recipients evaluating potential uses under (c), the Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. See FAQ #3.8 for additional discussion.

For recipients evaluating potential uses under (b) and (d), see Sections 5 and 6.

#### **4.7. Do restrictions on using Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred beginning on March 3, 2021 apply to costs incurred by the recipient (e.g., a State, local, territorial, or Tribal government) or to costs incurred by households, businesses, and individuals benefiting from assistance provided using Coronavirus State and Local Fiscal Recovery Funds? [6/8]**

The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021. This limitation applies to costs incurred by the recipient (i.e., the state, local, territorial, or Tribal government receiving funds). However, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households, businesses, and individuals within the eligible use categories described in the Interim

Final Rule for economic harms experienced by those households, businesses, and individuals prior to March 3, 2021. For example,

- Public Health/Negative Economic Impacts – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households – such as rent, mortgage, or utility assistance – for economic harms experienced or costs incurred by the household prior to March 3, 2021 (e.g., rental arrears from preceding months), provided that the cost of providing assistance to the household was not incurred by the recipient prior to March 3, 2021.
- Premium Pay – Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be “in addition to” wages and remuneration already received and the obligation to provide such pay must not have been incurred by the recipient prior to March 3, 2021.
- Revenue Loss – The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. The calculation of lost revenue begins with the recipient’s revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020. However, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.
- Investments in Water, Sewer, and Broadband – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to make necessary investments in water, sewer, and broadband. See FAQ Section 6. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the Coronavirus State and Local Fiscal Recovery Funds were incurred after March 3, 2021.

**4.8. How can I use CSFRF/CLFRF funds to prevent and respond to crime, and support public safety in my community? [6/23]**

Under Treasury’s Interim Final Rule, there are many ways in which the State and Local Fiscal Recovery Funds (“Funds”) under the American Rescue Plan Act can support communities working to reduce and respond to increased violence due to the pandemic. Among the eligible uses of the Funds are restoring of public sector staff to their pre-pandemic levels and responses to the public health crisis and negative economic impacts resulting from the pandemic. The Interim Final Rule provides several ways for recipients to “respond to” this pandemic-related gun violence, ranging from community violence intervention programs to mental health services to hiring of public safety personnel.

Below are some examples of how Fiscal Recovery Funds can be used to address public safety:

- In all communities, recipients may use resources to rehire police officers and other public servants to restore law enforcement and courts to their pre-pandemic levels.

Additionally, Funds can be used for expenses to address COVID-related court backlogs, including hiring above pre-pandemic levels, as a response to the public health emergency. See FAQ 2.19.

- In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This spending may include:
  - Hiring law enforcement officials – even above pre-pandemic levels – or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
  - Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers
  - Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers, and other parties contributing to the supply of crime guns, as well as collaborative federal, state, and local efforts to identify and address gun trafficking channels
  - Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

As discussed in the Interim Final Rule, uses of CSFRF/CLFRF funds that respond to an identified harm must be related and reasonably proportional to the extent and type of harm experienced; uses that bear no relation or are grossly disproportionate to the type or extent of harm experienced would not be eligible uses.

- Recipients may also use funds up to the level of revenue loss for government services, including those outlined above.

Recognizing that the pandemic exacerbated mental health and substance use disorder needs in many communities, eligible public health services include mental health and other behavioral health services, which are a critical component of a holistic public safety approach. This could include:

- Mental health services and substance use disorder services, including for individuals experiencing trauma exacerbated by the pandemic, such as:
  - Community-based mental health and substance use disorder programs that deliver evidence-based psychotherapy, crisis support services, medications for opioid use disorder, and/or recovery support
  - School-based social-emotional support and other mental health services
- Referrals to trauma recovery services for crime victims.

Recipients also may use Funds to respond to the negative economic impacts of the public health emergency, including:

- Assistance programs to households or populations facing negative economic impacts of the public health emergency, including:

- Assistance to support economic security, including for the victims of crime;
  - Housing assistance, including rent, utilities, and relocation assistance;
  - Assistance with food, including Summer EBT and nutrition programs; and
  - Employment or job training services to address negative economic or public health impacts experienced due to a worker's occupation or level of training.
- Assistance to unemployed workers, including:
    - Subsidized jobs, including for young people. Summer youth employment programs directly address the negative economic impacts of the pandemic on young people and their families and communities;
    - Programs that provide paid training and/or work experience targeted primarily to (1) formerly incarcerated individuals, and/or (2) communities experiencing high levels of violence exacerbated by the pandemic;
    - Programs that provide workforce readiness training, apprenticeship or pre-apprenticeship opportunities, skills development, placement services, and/or coaching and mentoring; and
    - Associated wraparound services, including for housing, health care, and food.

Recognizing the disproportionate impact of the pandemic on certain communities, a broader range of services are eligible in those communities than would otherwise be available in communities not experiencing a pandemic-related increase in crime or gun violence. These eligible uses aim to address the pandemic's exacerbation of public health and economic disparities and include services to address health and educational disparities, support neighborhoods and affordable housing, and promote healthy childhood environments. The Interim Final Rule provides a non-exhaustive list of eligible services in these categories.

These services automatically qualify as eligible uses when provided in Qualified Census Tracts (QCTs), low-income areas designated by HUD; to families in QCTs; or by Tribal governments. Outside of these areas, recipient governments can also identify and serve households, populations, and geographic areas disproportionately impacted by the pandemic.

Services under this category could include:

- Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education, childhood health and welfare, including:
  - Summer education and enrichment programs in these communities, which include many communities currently struggling with high levels of violence;
  - Programs that address learning loss and keep students productively engaged;
  - Enhanced services for foster youths and home visiting programs; and
  - Summer camps and recreation.
- Programs or services that provide or facilitate access to health and social services and address health disparities exacerbated by the pandemic. This includes Community Violence Intervention (CVI) programs, such as:
  - Evidence-based practices like focused deterrence, street outreach, violence interrupters, and hospital-based violence intervention models, complete with

- wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance; and,
- Capacity-building efforts at CVI programs like funding more intervention workers; increasing their pay; providing training and professional development for intervention workers; and hiring and training workers to administer the programs.

Please refer to Treasury's Interim Final Rule for additional information.

**4.9. May recipients pool funds for regional projects? [7/14]**

Yes, provided that the project is itself an eligible use of funds and that recipients can track the use of funds in line with the reporting and compliance requirements of the CSFRF/CLFRF. In general, when pooling funds for regional projects, recipients may expend funds directly on the project or transfer funds to another government that is undertaking the project on behalf of multiple recipients. To the extent recipients undertake regional projects via transfer to another government, recipients would need to comply with the rules on transfers specified in the Interim Final Rule, Section V. A recipient may transfer funds to a government outside its boundaries (e.g., county transfers to a neighboring county), provided that the recipient can document that its jurisdiction receives a benefit proportionate to the amount contributed.

**4.10. May recipients fund a project with both ARP funds and other sources of funding (e.g., blending, braiding, or other pairing funding sources), including in conjunction with financing provided through a debt issuance? [7/14]**

Cost sharing or matching funds are not required under CSFRF/CLFRF. Funds may be used in conjunction with other funding sources, provided that the costs are eligible costs under each source program and are compliant with all other related statutory and regulatory requirements and policies. The recipient must comply with applicable reporting requirements for all sources of funds supporting the CSFRF/CLFRF projects, and with any requirements and restrictions on the use of funds from the supplemental funding sources and the CSFRF/CLFRF program. Specifically,

- All funds provided under the CSFRF/CLFRF program must be used for projects, investments, or services that are eligible under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. See 31 CFR 35.6-8; FAQ 4.6. CSFRF/CLFRF funds may not be used to fund an activity that is not, in its entirety, an eligible use under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. For example,
  - CSFRF/CLFRF funds may be used in conjunction with other sources of funds to make an investment in water infrastructure, which is eligible under the CSLFRF statute, and Treasury's Interim Final Rule.
  - CSFRF/CLFRF funds could not be used to fund the entirety of a water infrastructure project that was partially, although not entirely, an eligible use under Treasury's Interim Final Rule. However, the recipient could use CSFRF/CLFRF funds only for a smaller component project that does

constitute an eligible use, while using other funds for the remaining portions of the larger planned water infrastructure project that do not constitute an eligible use. In this case, the “project” under this program would be only the eligible use component of the larger project.

- In addition, because CSFRF/CLFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026, recipients must be able to, at a minimum, determine and report to Treasury on the amount of CSFRF/CLFRF funds obligated and expended and when such funds were obligated and expended.

**4.11. May Coronavirus State and Local Fiscal Recovery Funds be used to make loans or other extensions of credit (“loans”), including loans to small businesses and loans to finance necessary investments in water, sewer, and broadband infrastructure?  
[7/14]**

Yes. Coronavirus State and Local Fiscal Recovery Funds (“Funds”) may be used to make loans, provided that the loan is an eligible use and the cost of the loan is tracked and reported in accordance with the points below. See 31 CFR 35.6. For example, a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make loans to small businesses. See 31 CFR 35.6(b)(6). In addition, a recipient may use Funds to finance a necessary investment in water, sewer or broadband, as described in the Interim Final Rule. See 31 CFR 35.6(e).

Funds must be used to cover “costs incurred” by the recipient between March 3, 2021, and December 31, 2024, and Funds must be expended by December 31, 2026. See Section III.D of the Interim Final Rule; 31 CFR 35.5. Accordingly, recipients must be able to determine the amount of Funds used to make a loan.

- For loans that mature or are forgiven on or before December 31, 2026, the recipient must account for the use of funds on a cash flow basis, consistent with the approach to loans taken in the Coronavirus Relief Fund.
  - Recipients may use Fiscal Recovery Funds to fund the principal of the loan and in that case must track repayment of principal and interest (i.e., “program income,” as defined under 2 CFR 200).
  - When the loan is made, recipients must report the principal of the loan as an expense.
  - Repayment of principal may be re-used only for eligible uses, and subject to restrictions on timing of use of funds. Interest payments received prior to the end of the period of performance will be considered an addition to the total award and may be used for any purpose that is an eligible use of funds under the statute and IFR. Recipients are not subject to restrictions under 2 CFR 200.307(e)(1) with respect to such payments.
- For loans with maturities longer than December 31, 2026, the recipient may use Fiscal Recovery Funds for only the projected cost of the loan. Recipients may estimate the subsidy cost of the loan, which equals the expected cash flows associated

with the loan discounted at the recipient's cost of funding. A recipient's cost of funding can be determined based on the interest rates of securities with a similar maturity to the cash flow being discounted that were either (i) recently issued by the recipient or (ii) recently issued by a unit of state, local, or Tribal government similar to the recipient. Recipients that have adopted the Current Expected Credit Loss (CECL) standard may also treat the cost of the loan as equal to the CECL-based expected credit losses over the life of the loan. Recipients may measure projected losses either once, at the time the loan is extended, or annually over the covered period.

Under either approach for measuring the amount of funds used to make loans with maturities longer than December 31, 2026, recipients would not be subject to restrictions under 2 CFR 200.307(e)(1) and need not separately track repayment of principal or interest.

Any contribution of Fiscal Recovery Funds to a revolving loan fund must follow the approach described above for loans with maturities longer than December 31, 2026. In other words, a recipient could contribute Fiscal Recovery Funds to a revolving loan fund, provided that the revolving loan fund makes loans that are eligible uses and the Fiscal Recovery Funds contributed represent the projected cost of loans made over the life of the revolving loan fund.

**4.12. May funds be used for outreach to increase uptake of federal assistance like the Child Tax Credit or federal programs like SNAP? [7/14]**

Yes. Eligible uses to address negative economic impacts include work “to improve efficacy of programs addressing negative economic impacts, including through use of data analysis, targeted consumer outreach, improvements to data or technology infrastructure, and impact evaluations.” See 31 CFR 35.6(b)(10). Of note, per the CSFRF/CLFRF [Reporting Guidance](#), allowable use of funds for evaluations may also include other types of program evaluations focused on program improvement and evidence building. In addition, recipients may use funds to facilitate access to health and social services in populations and communities disproportionately impacted by the COVID-19 pandemic, including benefits navigators or marketing efforts to increase consumer uptake of federal tax credits, benefits, or assistance programs that respond to negative economic impacts of the pandemic. See 31 CFR 35.6(b)(12).

**5. Eligible Uses – Premium Pay**

**5.1. What criteria should recipients use in identifying essential workers to receive premium pay?**

Essential workers are those in critical infrastructure sectors who regularly perform in-person work, interact with others at work, or physically handle items handled by others.

Critical infrastructure sectors include healthcare, education and childcare, transportation, sanitation, grocery and food production, and public health and safety, among others, as provided in the Interim Final Rule. Governments receiving Fiscal Recovery Funds have the discretion to add additional sectors to this list, so long as the sectors are considered critical to protect the health and well-being of residents.

The Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

**5.2. What criteria should recipients use in identifying third-party employers to receive grants for the purpose of providing premium pay to essential workers?**

Any third-party employers of essential workers are eligible. Third-party contractors who employ essential workers in eligible sectors are also eligible for grants to provide premium pay. Selection of third-party employers and contractors who receive grants is at the discretion of recipients.

To ensure any grants respond to the needs of essential workers and are made in a fair and transparent manner, the rule imposes some additional reporting requirements for grants to third-party employers, including the public disclosure of grants provided.

**5.3. May recipients provide premium pay retroactively for work already performed?**

Yes. Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic.

## **6. Eligible Uses – Water, Sewer, and Broadband Infrastructure**

**6.1. What types of water and sewer projects are eligible uses of funds?**

The Interim Final Rule generally aligns eligible uses of the Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Under the DWSRF, categories of [eligible projects](#) include: treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation, and new systems development.

Under the CWSRF, categories of [eligible projects](#) include: construction of publicly-owned treatment works, nonpoint source pollution management, national estuary program projects, decentralized wastewater treatment systems, stormwater systems, water



conservation, efficiency, and reuse measures, watershed pilot projects, energy efficiency measures for publicly-owned treatment works, water reuse projects, security measures at publicly-owned treatment works, and technical assistance to ensure compliance with the Clean Water Act.

As mentioned in the Interim Final Rule, eligible projects under the DWSRF and CWSRF support efforts to address climate change, as well as to meet cybersecurity needs to protect water and sewer infrastructure. Given the lifelong impacts of lead exposure for children, and the widespread nature of lead service lines, Treasury also encourages recipients to consider projects to replace lead service lines.

**6.2. May construction on eligible water, sewer, or broadband infrastructure projects continue past December 31, 2024, assuming funds have been obligated prior to that date?**

Yes. Treasury is interpreting the requirement that costs be incurred by December 31, 2024 to only require that recipients have obligated the funds by such date. The period of performance will run until December 31, 2026, which will provide recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

**6.3. May recipients use funds as a non-federal match for the Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF)?**

Recipients may not use funds as a state match for the CWSRF and DWSRF due to prohibitions in utilizing federal funds as a state match in the authorizing statutes and regulations of the CWSRF and DWSRF.

**6.4. Does the National Environmental Policy Act (NEPA) apply to eligible infrastructure projects?**

NEPA does not apply to Treasury's administration of the Funds. Projects supported with payments from the Funds may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

**6.5. What types of broadband projects are eligible?**

The Interim Final Rule requires eligible projects to reliably deliver minimum speeds of 100 Mbps download and 100 Mbps upload. In cases where it is impracticable due to geography, topography, or financial cost to meet those standards, projects must reliably deliver at least 100 Mbps download speed, at least 20 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Projects must also be designed to serve unserved or underserved households and businesses, defined as those that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

**6.6. For broadband investments, may recipients use funds for related programs such as cybersecurity or digital literacy training?**

Yes. Recipients may use funds to provide assistance to households facing negative economic impacts due to Covid-19, including digital literacy training and other programs that promote access to the Internet. Recipients may also use funds for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure, as part of provision of government services up to the amount of revenue lost due to the public health emergency.

**6.7. How do I know if a water, sewer, or broadband project is an eligible use of funds? Do I need pre-approval? [6/8]**

Recipients do not need approval from Treasury to determine whether an investment in a water, sewer, or broadband project is eligible under CSFRF/CLFRF. Each recipient should review the Interim Final Rule (IFR), along with the preamble to the Interim Final Rule, in order to make its own assessment of whether its intended project meets the eligibility criteria in the IFR. A recipient that makes its own determination that a project meets the eligibility criteria as outlined in the IFR may pursue the project as a CSFRF/CLFRF project without pre-approval from Treasury. Local government recipients similarly do not need state approval to determine that a project is eligible under CSFRF/CLFRF. However, recipients should be cognizant of other federal or state laws or regulations that may apply to construction projects independent of CSFRF/CLFRF funding conditions and that may require pre-approval.

For water and sewer projects, the IFR refers to the EPA [Drinking Water](#) and [Clean Water](#) State Revolving Funds (SRFs) for the categories of projects and activities that are eligible for funding. Recipients should look at the relevant federal statutes, regulations, and guidance issued by the EPA to determine whether a water or sewer project is eligible. Of note, the IFR does not incorporate any other requirements contained in the federal statutes governing the SRFs or any conditions or requirements that individual states may place on their use of SRFs.

**6.8. For broadband infrastructure investments, what does the requirement that infrastructure “be designed to” provide service to unserved or underserved households and businesses mean? [6/17]**

Designing infrastructure investments to provide service to unserved or underserved households or businesses means prioritizing deployment of infrastructure that will bring service to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. To meet this requirement, states and localities should use funds to deploy broadband infrastructure projects whose objective is to provide service to unserved or underserved households or businesses. These unserved or underserved households or businesses do not need to be the only ones in the service area funded by the project.

**6.9. For broadband infrastructure to provide service to “unserved or underserved households or businesses,” must every house or business in the service area be unserved or underserved? [6/17]**

No. It suffices that an objective of the project is to provide service to unserved or underserved households or businesses. Doing so may involve a holistic approach that provides service to a wider area in order, for example, to make the ongoing service of unserved or underserved households or businesses within the service area economical. Unserved or underserved households or businesses need not be the *only* households or businesses in the service area receiving funds.

**6.10. May recipients use payments from the Funds for “middle mile” broadband projects? [6/17]**

Yes. Under the Interim Final Rule, recipients may use payments from the Funds for “middle-mile projects,” but Treasury encourages recipients to focus on projects that will achieve last-mile connections—whether by focusing on funding last-mile projects or by ensuring that funded middle-mile projects have potential or partnered last-mile networks that could or would leverage the middle-mile network.

**6.11. For broadband infrastructure investments, what does the requirement to “reliably” meet or exceed a broadband speed threshold mean? [6/17]**

In the Interim Final Rule, the term “reliably” is used in two places: to identify areas that are eligible to be the subject of broadband infrastructure investments and to identify expectations for acceptable service levels for broadband investments funded by the Coronavirus State and Local Fiscal Recovery Funds. In particular:

- The IFR defines “unserved or underserved households or businesses” to mean one or more households or businesses that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speeds and 3 Mbps of upload speeds.
- The IFR provides that a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make investments in broadband infrastructure that are designed to provide service to unserved or underserved households or businesses and that are designed to, upon completion: (i) reliably meet or exceed symmetrical 100 Mbps download speed and upload speeds; or (ii) in limited cases, reliably meet or exceed 100 Mbps download speed and between 20 Mbps and 100 Mbps upload speed and be scalable to a minimum of 100 Mbps download and upload speeds.

The use of “reliably” in the IFR provides recipients with significant discretion to assess whether the households and businesses in the area to be served by a project have access to wireline broadband service that can actually and consistently meet the specified thresholds of at least 25Mbps/3Mbps—i.e., to consider the actual experience of current

wireline broadband customers that subscribe to services at or above the 25 Mbps/3 Mbps threshold. Whether there is a provider serving the area that advertises or otherwise claims to offer speeds that meet the 25 Mbps download and 3 Mbps upload speed thresholds is not dispositive.

When making these assessments, recipients may choose to consider any available data, including but not limited to documentation of existing service performance, federal and/or state-collected broadband data, user speed test results, interviews with residents and business owners, and any other information they deem relevant. In evaluating such data, recipients may take into account a variety of factors, including whether users actually receive service at or above the speed thresholds at all hours of the day, whether factors other than speed such as latency or jitter, or deterioration of the existing connections make the user experience unreliable, and whether the existing service is being delivered by legacy technologies, such as copper telephone lines (typically using Digital Subscriber Line technology) or early versions of cable system technology (DOCSIS 2.0 or earlier).

The IFR also provides recipients with significant discretion as to how they will assess whether the project itself has been designed to provide households and businesses with broadband services that meet, or even exceed, the speed thresholds provided in the rule.

**6.12. May recipients use Funds for pre-project development for eligible water, sewer, and broadband projects? [6/23]**

Yes. To determine whether Funds can be used on pre-project development for an eligible water or sewer project, recipients should consult whether the pre-project development use or cost is eligible under the Drinking Water and Clean Water State Revolving Funds (CWSRF and DWSRF, respectively). Generally, the CWSRF and DWSRF often allow for pre-project development costs that are tied to an eligible project, as well as those that are reasonably expected to lead to a project. For example, the DWSRF [allows](#) for planning and evaluations uses, as well as numerous pre-project development costs, including costs associated with obtaining project authorization, planning and design, and project start-up like training and warranty for equipment. Likewise, the CWSRF [allows](#) for broad pre-project development, including planning and assessment activities, such as cost and effectiveness analyses, water/energy audits and conservation plans, and capital improvement plans.

Similarly, pre-project development uses and costs for broadband projects should be tied to an eligible broadband project or reasonably expected to lead to such a project. For example, pre-project costs associated with planning and engineering for an eligible broadband infrastructure build-out is considered an eligible use of funds, as well as technical assistance and evaluations that would reasonably be expected to lead to commencement of an eligible project (e.g., broadband mapping for the purposes of finding an eligible area for investment).

All funds must be obligated within the statutory period between March 3, 2021 and December 31, 2024, and expended to cover such obligations by December 31, 2026.

**6.13. May State and Local Fiscal Recovery Funds be used to support energy or electrification infrastructure that would be used to power new water treatment plants and wastewater systems? [7/14]**

The EPA’s [Overview of Clean Water State Revolving Fund Eligibilities](#) describes eligible energy-related projects. This includes a “[p]ro rata share of capital costs of offsite clean energy facilities that provide power to a treatment works.” Thus, State and Local Fiscal Recovery Funds may be used to finance the generation and delivery of clean power to a wastewater system or a water treatment plant on a pro-rata basis. If the wastewater system or water treatment plant is the sole user of the clean energy, the full cost would be considered an eligible use of funds. If the clean energy provider provides power to other entities, only the proportionate share used by the water treatment plant or wastewater system would be an eligible use of State and Local Fiscal Recovery Funds.

**6.14. How should states and local governments assess whether a stormwater management project, such as a culvert replacement, is an eligible project for State and Local Fiscal Recovery Funds? [7/14]**

FAQ 6.7 describes the overall approach that recipients may take to evaluate the eligibility of water or sewer projects. For stormwater management projects specifically, as noted in the EPA’s [Overview of Clean Water State Revolving Fund Eligibilities](#), “Stormwater projects must have a water quality benefit.” Thus, to be eligible under CSFRF/CLFRF, stormwater management projects should be designed to incorporate water quality benefits consistent with the goals of the Clean Water Act. [Summary of the Clean Water Act.](#)

**6.15. May recipients use Funds for road repairs and upgrades that occur in connection with an eligible water or sewer project? [7/14]**

Yes, recipients may use State and Local Fiscal Recovery Funds for road repairs and upgrades directly related to an eligible water or sewer project. For example, a recipient could use Funds to repair or re-pave a road following eligible sewer repair work beneath it. However, use of Funds for general infrastructure projects is subject to the limitations described in FAQ 4.2. Water and sewer infrastructure projects are often a single component of a broader transportation infrastructure project, for example, the implementation of stormwater infrastructure to meet Clean Water Act established water quality standards. In this example, the components of the infrastructure project that interact directly with the stormwater infrastructure project may be funded by Fiscal Recovery Funds.

**6.16. May Funds be used to build or upgrade broadband connections to schools or libraries? [7/14]**

As outlined in the IFR, recipients may use Fiscal Recovery Funds to invest in broadband infrastructure that, wherever it is practicable to do so, is designed to deliver service that reliably meets or exceeds symmetrical upload and download speeds of 100 Mbps to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. Treasury interprets “businesses” in this context broadly to include non-residential users of broadband, including private businesses and institutions that serve the public, such as schools, libraries, healthcare facilities, and public safety organizations.

**6.17. Are eligible infrastructure projects subject to the Davis-Bacon Act? [7/14]**

The Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with award funds from the CSFRF/CLFRF program, except for CSFRF/CLFRF-funded construction projects undertaken by the District of Columbia. The Davis-Bacon Act specifically applies to the District of Columbia when it uses federal funds (CSFRF/CLFRF funds or otherwise) to enter into contracts over \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Recipients may be otherwise subject to the requirements of the Davis-Bacon Act, when CSFRF/CLFRF award funds are used on a construction project in conjunction with funds from another federal program that requires enforcement of the Davis-Bacon Act. Additionally, corollary state prevailing-wage-in-construction laws (commonly known as “baby Davis-Bacon Acts”) may apply to projects. Please refer to FAQ 4.10 concerning projects funded with both CSFRF/CLFRF funds and other sources of funding.

Treasury has indicated in its Interim Final Rule that it is important that necessary investments in water, sewer, or broadband infrastructure be carried out in ways that produce high-quality infrastructure, avert disruptive and costly delays, and promote efficiency. Treasury encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects, but also to support the economic recovery through strong employment opportunities for workers. Using these practices in construction projects may help to ensure a reliable supply of skilled labor that would minimize disruptions, such as those associated with labor disputes or workplace injuries.

Treasury has also indicated in its reporting guidance that recipients will need to provide documentation of wages and labor standards for infrastructure projects over \$10 million, and that these requirements can be met with certifications that the project is in compliance with the Davis-Bacon Act (or related state laws, commonly known as “baby Davis-Bacon Acts”) and subject to a project labor agreement. Please refer to the Reporting and Compliance Guidance, page 21, for more detailed information on the reporting requirement.

## 7. Non-Entitlement Units (NEUs)

Answers to frequently asked questions on distribution of funds to NEUs can be found in this [FAQ supplement](#), which is regularly updated.

## 8. Ineligible Uses

### 8.1. What is meant by a pension “deposit”? Can governments use funds for routine pension contributions for employees whose payroll and covered benefits are eligible expenses?

Treasury interprets “deposit” in this context to refer to an extraordinary payment into a pension fund for the purpose of reducing an accrued, unfunded liability. More specifically, the interim final rule does not permit this assistance to be used to make a payment into a pension fund if both: (1) the payment reduces a liability incurred prior to the start of the COVID-19 public health emergency, and (2) the payment occurs outside the recipient’s regular timing for making such payments.

Under this interpretation, a “deposit” is distinct from a “payroll contribution,” which occurs when employers make payments into pension funds on regular intervals, with contribution amounts based on a pre-determined percentage of employees’ wages and salaries. In general, if an employee’s wages and salaries are an eligible use of Fiscal Recovery Funds, recipients may treat the employee’s covered benefits as an eligible use of Fiscal Recovery Funds.

### 8.2. May recipients use Fiscal Recovery Funds to fund Other Post-Employment Benefits (OPEB)? [6/8]

OPEB refers to benefits other than pensions (see, e.g., [Governmental Accounting Standards Board, “Other Post-Employment Benefits”](#)). Treasury has determined that Sections 602(c)(2)(B) and 603(c)(2), which refer only to pensions, do not prohibit CSFRF/CLFRF recipients from funding OPEB. Recipients of either the CSFRF/CLFRF may use funds for eligible uses, and a recipient seeking to use CSFRF/CLFRF funds for OPEB contributions would need to justify those contributions under one of the four eligible use categories.

## 9. Reporting

On June 17, 2021, Treasury released [Guidance on Recipient Compliance and Reporting Responsibilities for the Coronavirus State and Local Fiscal Recovery Funds](#). Recipients should consult this guidance for additional detail and clarification on recipients’ compliance and reporting responsibilities. A users’ guide will be provided with additional information on how and where to submit required reports.

### **9.1. What records must be kept by governments receiving funds?**

Financial records and supporting documents related to the award must be retained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. This includes those which demonstrate the award funds were used for eligible purposes in accordance with the ARPA, Treasury's regulations implementing those sections, and Treasury's guidance on eligible uses of funds.

### **9.2. What reporting will be required, and when will the first report be due?**

Recipients will be required to submit an interim report, quarterly project and expenditure reports, and annual Recovery Plan Performance Reports as specified below, regarding their utilization of Coronavirus State and Local Fiscal Recovery Funds.

Interim reports: States (defined to include the District of Columbia), territories, metropolitan cities, counties, and Tribal governments will be required to submit one interim report. The interim report will include a recipient's expenditures by category at the summary level and for states, information related to distributions to non-entitlement units of local government must also be included in the interim report. The interim report will cover activity from the date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Non-entitlement units of local government are not required to submit an interim report.

Quarterly Project and Expenditure reports: State (defined to include the District of Columbia), territorial, metropolitan city, county, and Tribal governments will be required to submit quarterly project and expenditure reports. This report will include financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of award funds. Reports will be required quarterly with the exception of non-entitlement units, which will report annually. An interim report is due on August 31, 2021. The reports will include the same general data as those submitted by recipients of the Coronavirus Relief Fund, with some modifications to expenditure categories and the addition of data elements related to specific eligible uses. The initial quarterly Project and Expenditure report will cover two calendar quarters from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury within 30 days after the end of each calendar quarter.

Non-entitlement units of local government will be required to submit the project and expenditure report annually. The initial annual Project and Expenditure report for non-entitlement units of local government will cover activity from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent annual reports must be submitted to Treasury by October 31 each year.

Recovery Plan Performance Reports: States (defined to include the District of Columbia), territories, metropolitan cities, and counties with a population that exceeds 250,000



residents will also be required to submit an annual Recovery Plan Performance Report to Treasury. This report will include descriptions of the projects funded and information on the performance indicators and objectives of each award, helping local residents understand how their governments are using the substantial resources provided by Coronavirus State and Local Fiscal Recovery Funds program. The initial Recovery Plan Performance Report will cover activity from date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Thereafter, the Recovery Plan Performance Reports will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period. The second Recovery Plan Performance Report will cover the period from July 1, 2021 to June 30, 2022 and must be submitted to Treasury by July 31, 2022. Each annual Recovery Plan Performance Report must be posted on the public-facing website of the recipient. Local governments with fewer than 250,000 residents, Tribal governments, and non-entitlement units of local government are not required to develop a Recovery Plan Performance Report.

Please see the [Guidance on Recipient Compliance and Reporting Responsibilities](#) for more information.

**9.3. What provisions of the Uniform Guidance for grants apply to these funds? Will the Single Audit requirements apply?**

Most of the provisions of the Uniform Guidance (2 CFR Part 200) apply to this program, including the Cost Principles and Single Audit Act requirements. Recipients should refer to the Assistance Listing for detail on the specific provisions of the Uniform Guidance that do not apply to this program. The Assistance Listing will be available on beta.SAM.gov.

**9.4. Once a recipient has identified a reduction in revenue, how will Treasury track use of funds for the provision of government services? [6/8]**

The ARPA establishes four categories of eligible uses and further restrictions on the use of funds to ensure that Fiscal Recovery Funds are used within the four eligible use categories. The Interim Final Rule implements these restrictions, including the scope of the eligible use categories and further restrictions on tax cuts and deposits into pensions. Reporting requirements will align with this structure.

Consistent with the broad latitude provided to recipients to use funds for government services to the extent of the reduction in revenue, recipients will be required to submit a description of services provided. As discussed in IFR, these services can include a broad range of services but may not be used directly for pension deposits, contributions to reserve funds, or debt service. Recipients may use sources of funding other than Fiscal Recovery Funds to make deposits to pension funds, contribute to reserve funds, and pay debt service, including during the period of performance for the Fiscal Recovery Fund award.

For recipients using Fiscal Recovery Funds to provide government services to the extent of reduction in revenue, the description of government services reported to Treasury may be narrative or in another form, and recipients are encouraged to report based on their existing budget processes and to minimize administrative burden. For example, a recipient with \$100 in revenue replacement funds available could indicate that \$50 were used for personnel costs and \$50 were used for pay-go building of sidewalk infrastructure.

In addition to describing the government services provided to the extent of reduction in revenue, all recipients will also be required to indicate that Fiscal Recovery Funds are not used directly to make a deposit in a pension fund. Further, recipients subject to the tax offset provision will be required to provide information necessary to implement the Interim Final Rule, as described in the Interim Final Rule. Treasury does not anticipate requiring other types of reporting or recordkeeping on spending in pensions, debt service, or contributions to reserve funds.

These requirements are further detailed in the guidance on reporting requirements for the Fiscal Recovery Funds available [here](#).

**9.5. What is the Assistance Listing and Catalog of Federal Domestic Assistance (CFDA) number for the program? [6/8]**

The [Assistance Listing](#) for the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) was published May 28, 2021 on SAM.gov. This includes the final CFDA Number for the program, 21.027.

The assistance listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The CFDA number is the unique 5-digit code for each type of federal assistance, and can be used to search for program information, including funding opportunities, spending on usaspending.gov, or audit results through the Federal Audit Clearinghouse.

To expedite payments and meet statutory timelines, Treasury issued initial payments under an existing CFDA number. If you have already received funds or captured the initial CFDA number in your records, please update your systems and reporting to reflect the final CFDA number 21.027. **Recipients must use the final CFDA number for all financial accounting, audits, subawards, and associated program reporting requirements.**

To ensure public trust, Treasury expects all recipients to serve as strong stewards of these funds. This includes ensuring funds are used for intended purposes and recipients have in place effective financial management, internal controls, and reporting for transparency and accountability.

Please see [Treasury's Interim Final Rule](#) and the [Guidance on Recipient Compliance and Reporting Responsibilities](#) for more information.

## 10. Miscellaneous

### 10.1. May governments retain assets purchased with Fiscal Recovery Funds? If so, what rules apply to the proceeds of disposition or sale of such assets?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds. If such assets are disposed of prior to December 31, 2024, the proceeds would be subject to the restrictions on the eligible use of payments.

### 10.2. Can recipients use funds for administrative purposes?

Recipients may use funds to cover the portion of payroll and benefits of employees corresponding to time spent on administrative work necessary due to the COVID-19 public health emergency and its negative economic impacts. This includes, but is not limited to, costs related to disbursing payments of Fiscal Recovery Funds and managing new grant programs established using Fiscal Recovery Funds.

### 10.3. Are recipients required to remit interest earned on CSFRF/CLFRF payments made by Treasury? [5/27, updated 7/14]

No. CSFRF/CLFRF payments made by Treasury to states, territories, and the District of Columbia are not subject to the requirement of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 to remit interest to Treasury. CSFRF/CLFRF payments made by Treasury to local governments and Tribes are not subject to the requirement of 2 CFR 200.305(b)(8)-(9) to maintain balances in an interest-bearing account and remit payments to Treasury. Moreover, interest earned on CSFRF/CLFRF payments is not subject to program restrictions. Finally, States may retain interest on payments made by Treasury to the State for distribution to NEUs that is earned before funds are distributed to NEUs, provided that the State adheres to the statutory requirements and Treasury's guidance regarding the distribution of funds to NEUs. Such interest is also not subject to program restrictions.

Among other things, States and other recipients may use earned income to defray the administrative expenses of the program, including with respect to NEUs.

### 10.4. Is there a deadline to apply for funds? [5/27]

The Interim Final Rule requires that costs be incurred by December 31, 2024. Direct recipients are encouraged to apply as soon as possible. For direct recipients other than Tribal governments, there is not a specific application deadline.

Tribal governments do have deadlines to complete the application process and should visit [www.treasury.gov/SLFRPTribal](http://www.treasury.gov/SLFRPTribal) for guidance on applicable deadlines.

Non-entitlement units of local government should contact their state government for information on applicable deadlines.

**10.5. May recipients use funds to cover the costs of consultants to assist with managing and administering the funds? [6/8]**

Yes. Recipients may use funds for administering the CSFRF/CLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements.

## **11. Operations**

**11.1. How do I know if my entity is eligible?**

The Coronavirus State and Local Fiscal Recovery Funds American Rescue Plan Act of 2021 set forth the jurisdictions eligible to receive funds under the program, which are:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities (typically, but not always, those with populations over 50,000)
- Non-entitlement units of local government, or smaller local governments (typically, but not always, those with populations under 50,000)

**11.2. How does an eligible entity request payment?**

Eligible entities (other than non-entitlement units) must submit their information to the [Treasury Submission Portal](#). Please visit the [Coronavirus State and Local Fiscal Recovery Fund website](#) for more information on the submission process.

**11.3. I cannot log into the Treasury Submission Portal or am having trouble navigating it. Who can help me?**

If you have questions about the Treasury Submission Portal or for technical support, please email [covidreliefitsupport@treasury.gov](mailto:covidreliefitsupport@treasury.gov).

**11.4. What do I need to do to receive my payment?**

All eligible payees are required to have a DUNS Number previously issued by Dun & Bradstreet (<https://www.dnb.com/>).

All eligible payees are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>).

And eligible payees must have a bank account enabled for Automated Clearing House (ACH) direct deposit. Payees with a Wire account are encouraged to provide that information as well.

More information on these and all program pre-submission requirements can be found on the [Coronavirus State and Local Fiscal Recovery Fund website](#).

**11.5. Why is Treasury employing id.me for the Treasury Submission Portal?**

ID.me is a trusted technology partner to multiple government agencies and healthcare providers. It provides secure digital identity verification to those government agencies and healthcare providers to make sure you're you – and not someone pretending to be you – when you request access to online services. All personally identifiable information provided to ID.me is encrypted and disclosed only with the express consent of the user. Please refer to ID.me Contact Support for assistance with your ID.me account. Their support website is <https://help.id.me>.

**11.6. Why is an entity not on the list of eligible entities in Treasury Submission Portal?**

The ARPA statute lays out which governments are eligible for payments. The list of entities within the Treasury Submission Portal includes entities eligible to receive a direct payment of funds from Treasury, which include states (defined to include the District of Columbia), territories, Tribal governments, counties, and metropolitan cities.

Eligible non-entitlement units of local government will receive a distribution of funds from their respective state government and should not submit information to the Treasury Submission Portal.

If you believe an entity has been mistakenly left off the eligible entity list, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

**11.7. What is an Authorized Representative?**

An Authorized Representative is an individual with legal authority to bind the government entity (e.g., the Chief Executive Officer of the government entity). An Authorized Representative must sign the Acceptance of Award terms for it to be valid.

**11.8. How does a Tribal government determine their allocation?**

Tribal governments will receive information about their allocation when the submission to the Treasury Submission Portal is confirmed to be complete and accurate.

**11.9. How do I know the status of my request for funds (submission)?**

Entities can check the status of their submission at any time by logging into [Treasury Submission Portal](#).

**11.10. My Treasury Submission Portal submission requires additional information/correction. What is the process for that?**

If your Authorized Representative has not yet signed the award terms, you can edit your submission with in the into [Treasury Submission Portal](#). If your Authorized Representative has signed the award terms, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) to request assistance with updating your information.

**11.11. My request for funds was denied. How do I find out why it was denied or appeal the decision?**

Please check to ensure that no one else from your entity has applied, causing a duplicate submission. Please also review the list of all eligible entities on the [Coronavirus State and Local Fiscal Recovery Fund website](#).

If you still have questions regarding your submission, please email [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov).

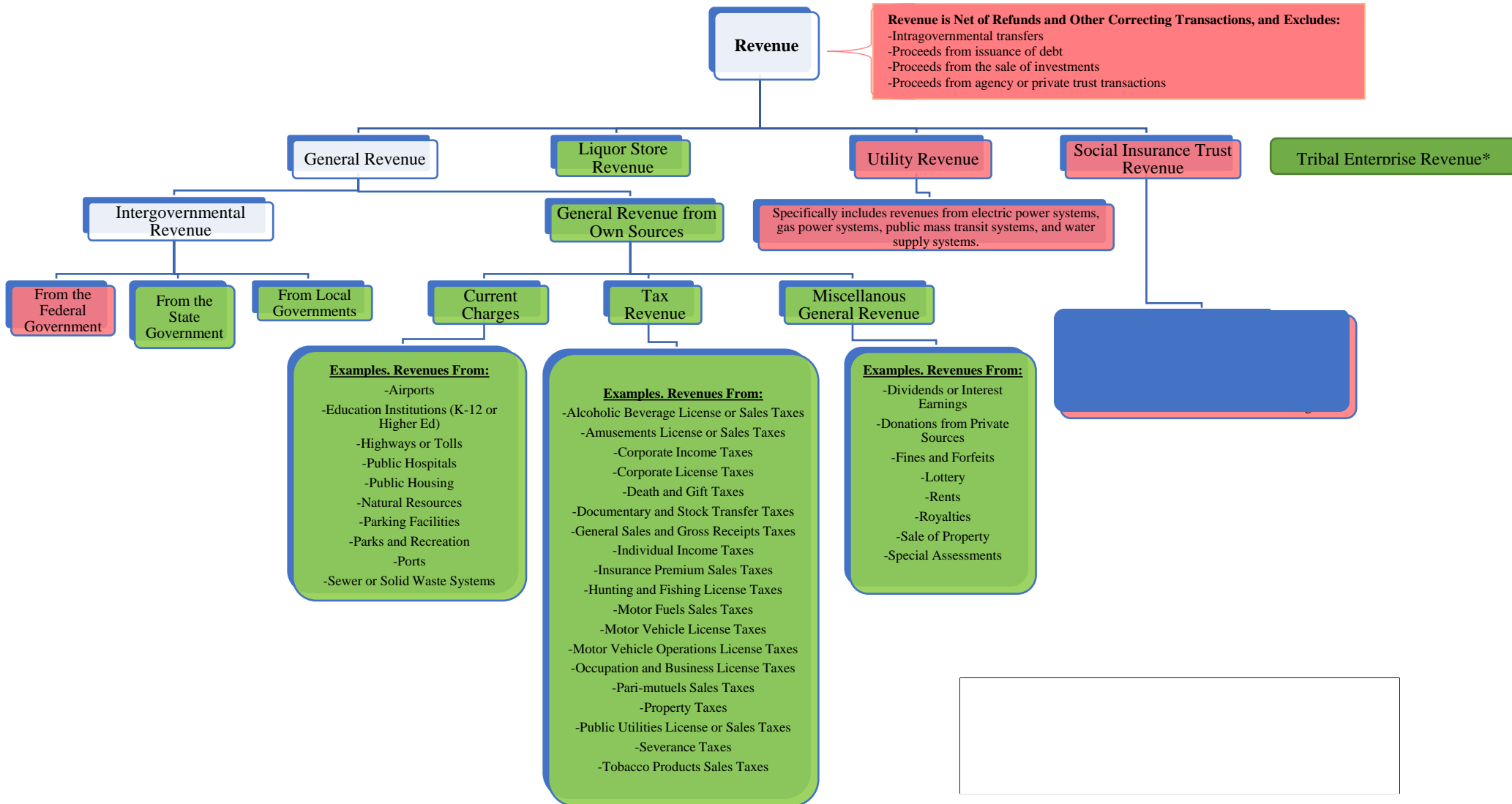
**11.12. When will entities get their money?**

Before Treasury is able to execute a payment, a representative of an eligible government must submit the government's information for verification through the [Treasury Submission Portal](#). The verification process takes approximately four business days. If any errors are identified, the designated point of contact for the government will be contacted via email to correct the information before the payment can proceed. Once verification is complete, the designated point of contact of the eligible government will receive an email notifying them that their submission has been verified. Payments are generally scheduled for the next business day after this verification email, though funds may not be available immediately due to processing time of their financial institution.

**11.13. How does a local government entity provide Treasury with a notice of transfer of funds to its State?**

For more information on how to provide Treasury with notice of transfer to a state, please email [SLRedirectFunds@treasury.gov](mailto:SLRedirectFunds@treasury.gov).

**Appendix: Interim Final Rule Definition of General Revenue Within the Census Bureau Classification Structure of Revenue**



Source: [U.S. Bureau of the Census Government Finance and Employment Classification Manual, 2006](#); [Annual Survey of State and Local Government Finances](#)

**BOARD ACTION FORM**

**Agenda Item:** Action Item #6.02

**Subject:** Board of Supervisors Vacancy – Waverly District

**Board Meeting Date:** November 18 2021

=====

**Summary:** The Honorable Marian D. Johnson resigned from the Board of Supervisors, effective November 5, 2021.

The County Attorney will discuss at the meeting.

**Recommendation:**

**Attachments:** Sussex Special Election Board of Supervisors Petition and Sussex Special Election Draft Order and Interim Appointment Provision (with name left blank)

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**REQUESTED ACTION:**

**MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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



**VIRGINIA:**

**IN THE CIRCUIT COURT OF THE COUNTY OF SUSSEX**

\_\_\_\_\_)  
IN RE: )  
Petition for Special Election to )  
Fill a Vacancy on the Board of )  
Supervisors of the County of Sussex )  
) Case No. \_\_\_\_\_  
)  
COUNTY OF SUSSEX, VIRGINIA, )  
)  
Petitioner. )  
)  
\_\_\_\_\_)

**PETITION FOR WRIT OF ELECTION**

COMES NOW the Petitioner, the COUNTY OF SUSSEX, VIRGINIA, by and through counsel, pursuant to the requirements of Virginia Code § 24.2-226, and states as follows:

**FACTS**

1. The election for the Board of Supervisors is held every four years in November.
2. In November 2019, Ms. Marian D. Johnson was elected as a member of the Board of Supervisors of Sussex County from the Waverly District to serve a four-year term.
3. Ms. Johnson’s term expires December 31, 2023.
4. Effective November 5, 2021, Ms. Johnson resigned as a member of the Board of Supervisors of Sussex County. See **Exhibit A**.
5. Virginia Code § 24.2-226 requires that the governing body petition the circuit court to issue a writ of election within 15 days of the occurrence of the vacancy.
6. Further, pursuant to Virginia Code § 24.2-226(A), “[U]pon receipt of the petition... the court shall issue the writ ordering the election promptly and shall order the special election to be

held on the date of the next general election in November...However, if the governing body ...requests in its petition a different date for the election, the court shall order the special election be held on that date...”

7. The Board of Supervisors respectfully requests that the date of November 8, 2022, which is the date of the next scheduled general election, be the date of the special election to fill the vacancy on the Board of Supervisors of the County of Sussex, Virginia, pursuant to Virginia Code § 24.2-682.

[8. At its regular meeting on November 19, 2021, pursuant to authority granted under Virginia Code § 24.2-228, the Board of Supervisors appointed [insert name], a qualified voter in the election district in which the present vacancy occurred, as an interim member of the Board of Supervisors to hold such office until such time as the qualified voters fill the vacancy by special election pursuant to Virginia Code § 24.2-682 and the person so elected has qualified.]

WHEREFORE, pursuant to Virginia Code §§ 24.2-226(A) and 24.2-682, the Petitioner respectfully requests that the Court order a special election to be held November 8, 2022, to fill the vacancy on the Board of Supervisors of the County of Sussex, Virginia.

COUNTY OF SUSSEX, VIRGINIA  
By Counsel

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**VIRGINIA:**

**IN THE CIRCUIT COURT FOR THE COUNTY OF SUSSEX, VIRGINIA**

	)	
<b>IN RE:</b>	)	
<b>Petition for Special Election to</b>	)	
<b>Fill a Vacancy on the Board of</b>	)	
<b>Supervisors of the County of Sussex</b>	)	
	)	<b>Case No.</b> _____
	)	
<b>COUNTY OF SUSSEX, VIRGINIA,</b>	)	
	)	
<b>Petitioner.</b>	)	
	)	
_____	)	

**ORDER**

UPON CONSIDERATION of the Petition for Writ of Election and the reasons stated therein, and pursuant to Virginia Code §§ 24.2-226 and 24.2-682, the Court finds that a special election is hereby ordered, and the Sussex County Electoral Board is directed to take steps and prepare such means as may be necessary to hold the special election to fill the Board of Supervisors vacancy on Tuesday, November 8, 2022. This Court further ORDERS the Electoral Board and Registrar to observe the directives set forth in § 24.2-681 *et seq.* of the Code of Virginia when conducting this Special Election. This Court further ORDERS that the Secretary of the Electoral Board shall post a copy of this Writ on the official website for the Sussex County and have notice of the election published once in a newspaper of general circulation in this jurisdiction at least ten (10) days before the special election.

NOTHING FURTHER remaining to be done herein, this matter is removed from the active docket of this Court and placed among the ended cases. The Clerk is directed to send an attested copy of this Order to counsel of record.

ENTERED:        /        /

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JUDGE

We ask for this:

SUSSEX COUNTY BOARD OF SUPERVISORS

By Counsel

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