

Richmond County Board of Supervisors

101 Court Circle P.O. Box 1000 Warsaw, Virginia 22572 (804) 333-3415 FAX (804) 333-3408 www.co.richmond.va.us

TO: Richmond County Board of Supervisors

FROM: R. Morgan Quicke, County Administrator *RmQ*

DATE: February 2, 2018

RE: February 8th Board of Supervisors Meeting

Dear Board Members-

Please find enclosed the information needed for the February 8th meeting of the Richmond County Board of Supervisors, set to begin at 9:00 A.M. in the County Public Meeting Room. There are no Public Hearings scheduled for the 7:00 P.M. portion of the meeting. However, please be reminded that the groundbreaking for the EMS facility will take place on site at 1:00 P.M.

AGENDA ITEMS

OLD BUSINESS

Richmond County Animal Shelter – Options and Discussion

As we are underway on our other two construction projects, we need to discuss further our future plans for the Richmond County Animal Shelter. I will need to advise Westmoreland County that we intend to exercise our additional one year option on the current contract with them for the housing of animals.

Does the Board wish to explore other funding options and plan modifications to continue planning the future of this facility? Original bids on the project came in near \$600,000, approximately \$300,000 higher than anticipated. Bringing this project in at \$400,000-\$450,000 would be ideal.

NEW BUSINESS

USDA Grant Award and Resolution – Ambulance Purchase

In order to proceed with the USDA loan and grant for the purchase of our new ambulance, resolutions are required.

I have attached the necessary resolutions and forms as well as the PowerPoint presented at the Continued Meeting on January 24th showing the funding for the purchase.

There is one minor change to the funding. In order to receive the \$25,000 grant from USDA, a loan in the amount of \$50,000 is needed rather than the original presented as \$48,776.

Personnel Policy Amendment – Sick Leave Transfer

Please find attached recommended amendments to the County Personnel Policy regarding use of the donated sick leave from employees to other employees or from the sick bank to employees. Mrs. Dunaway will be available to answer any questions there may be.

Northern Neck Regional Hazardous Mitigation Plan – Review

I have enclosed separately the revised version of the 2017 Northern Neck Regional Hazardous Mitigation Plan.

Beginning in 2003, the Commonwealth of Virginia encouraged the Planning District Commissions to take a lead on the development of the regional hazard mitigation plans that are required through the Disaster Mitigation Act of 2000. The purpose of the plan is to help local governments determine the risks and vulnerabilities of their specific localities, as well as projects that could reduce these risks.

The 2011 plan was updated during 2017 by the Northern Neck Planning District Commission Staff, with the help of local representatives from the four counties and six towns.

Please take time to review this updated plan throughout the month of February, for hopeful adoption at the March meeting. Chief Greg Baker or Captain Mitch Paulette will be available to answer questions on the plan at the meeting on the 8th or all through the month of February as requested.

Convenience Centers – Hours of Operation

As we move forward with contract negotiations with Waste Management to continue the staffing and operations of our three convenience centers, I wanted to discuss with the Board the current hours of operations, along with potential changes to our hours of operation.

Current hours of all three sites are 7AM-7PM, seven days a week, 363 days each year, which currently comes at a cost of \$20,332 per month or \$243,984 per year. The reduction of up to 1 hour each day at each site would lead to approximately \$20,000 in savings each year. Our sites currently operate 13,068 hours each year and this reduction would lead to 11,979 hours each year.

Here are some examples of our neighboring counties:

- Essex – 4 sites, three of them operate 7:30 – 5:30 and one is open from 7AM-6PM
- Lancaster- 3 sites operate 7A-7P, 363 days per year, like us.
- Northumberland – 3 sites, operate 7A-7P, 363 days per year, like us.
- Middlesex – 4 sites, with variable hours that range from 7A-7P, to 9A-5P

- Westmoreland – 3 sites, 7A-7P during Daylight Savings and 7A-6P from November-March

Operating 7AM-7PM is certainly not foreign to the Counties of the Northern Neck; however it is still a rich offering. Going to a schedule similar to Westmoreland County could produce about \$8,000 worth of savings each year.

At the March meeting I intend to have numbers and statistics from each site between the hours of 7AM-8AM and 6PM-7PM, which will give the Board a better idea of the amount of traffic in these centers during these times.

It is certainly something to consider as we move forward with further contract negotiations with Waste Management. More detailed contract discussions will be held in closed session with further numbers and analysis that we have been working on with Waste Management.

ON-GOING PROJECTS

Construction Update – EMS Facility

- Groundbreaking event – 1:00 P.M., Thursday, February 8th on site.
- Pre-construction meeting to follow with builder, architect, schools and county
- Construction to begin on February 15th

Federal Engineering Radio Study Update

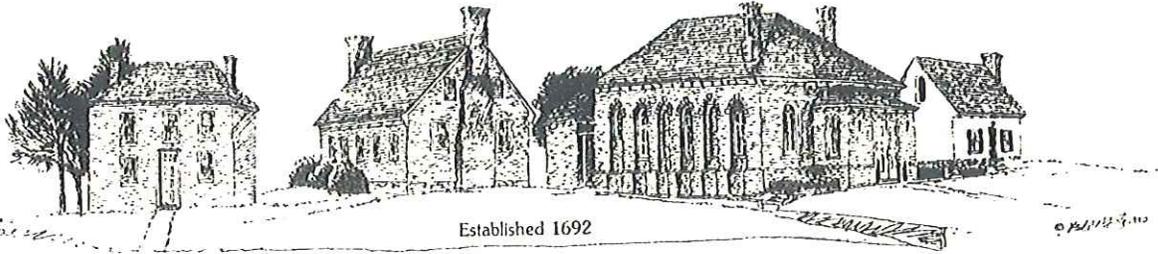
- No current update, still awaiting a proposed contract and MOU from King and Queen County and Essex County.

Walnut Street Property – Update

- We received four bids on the painting of the Walnut Street Facility, and I will present them to the Board at the meeting.

Fones Cliffs Compliance – Update

- We intend to update the Board at the February 8th meeting regarding the violations at Fones Cliffs.



Richmond County Board of Supervisors

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February 8, 2018

RICHMOND COUNTY BOARD OF SUPERVISORS

AGENDA

9:00 A.M.

1. Invocation and Pledge of Allegiance
2. Monthly Staff Reports
 - Richmond County Public Schools
 - VDOT
 - Sheriff
 - Treasurer
 - Commissioner of the Revenue
 - Planning/Zoning/Land Use
 - Chief of Emergency Services
 - Richmond County Volunteer Fire Department - Fire Chief

3. Special Recognition – Martha Hall

4. Public Comment

OLD BUSINESS

5. Richmond County Animal Shelter – Options and Discussion

NEW BUSINESS

6. USDA Grant Award and Resolution – Ambulance (1)

7. Personnel Policy Amendment – Sick Leave Transfer (2)

8. Northern Neck Regional Hazardous Mitigation Plan – Review
9. Convenience Centers – Hours of Operation

ONGOING PROJECTS

10. Construction Update – EMS Facility
11. Federal Engineering Radio Study Update
12. Walnut Street Property - Update
13. Fones Cliffs – Compliance Issue
14. Board Appointments
15. Monthly Appropriations- Richmond County Department of Social Services
16. Monthly Appropriations- Richmond County School Board
17. Monthly Supplemental Appropriations - (3)
18. Approval of Minutes - January 11, 2018
 January 24, 2018 – Continued Meeting
19. Other Business
20. Closed Session –
 - 2.2-3711 (A)(1) – a personnel matter involving appointment or promotion of particular officers or employees
 - 2.2-3711 (A)(3) – a matter involving the acquisition of property for public purpose
 - 2.2-3711 (A)(29) – discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body
21. Adjourn

Next Regular Meeting: March 8, 2018– 9:00 A.M.

AGENDA DOCUMENTS

**USDA GRANT AWARD AND RESOLUTION –
AMBULANCE**



Rural Development

September 21, 2017

Richmond Sub-Office

1606 Santa Rosa Road
Suite 238
Richmond, VA 23229

Voice: (804) 287-1599
Fax: (855) 636-4613

Mr. R. Morgan Quicke, County Administrator
Richmond County
P. O. Box 1000
Warsaw, VA 22572

Dear Mr. Quicke:

This letter, with Attachments 1 and 2, establishes conditions which must be understood and agreed to by you before further consideration may be given to your application for financial assistance from Rural Development for purchase of an ambulance. Any changes in project cost, source of funds, scope of services, or any other significant changes in the project or applicant must be reported to and approved by Rural Development by written amendment to this letter. Any changes not approved by Rural Development shall be cause for discontinuing processing of the application

This letter is not to be considered as loan and grant approval or as a representation as to the availability of funds. The docket may be completed on the basis of a Rural Development loan not to exceed \$50,000 and a Rural Development grant not to exceed \$25,000, and other funding in the amount of \$175,000, for a total project cost of \$250,000. The other funding is planned in the form of \$125,000 EMG Grant and \$50,000 from the borrower.

If Rural Development makes the loan, you may make a written request that the interest rate be the lower of the rate in effect at the time of loan approval or the time of loan closing. If you do not request the lower of the two interest rates, the interest rate charged at closing will be the rate in effect at the time of loan approval. The loan and grant will be considered approved on the date a signed copy of Form RD 1940-1, Request for Obligation of Funds, is mailed to you. If you want the lower of the two rates, your written request should be submitted to Rural Development as soon as practical. In order to avoid possible delays in loan closing, such a request should ordinarily be submitted at least 30 calendar days before loan closing.

All regulations, forms, and bulletins outlined in this letter can be obtained from our web site at <http://www.rurdev.usda.gov/regs/> (click on "Instructions" or "Forms," as appropriate, in the upper left-hand corner). From this web site, you must review RD Instruction 1942-A, Sections 1942.17, 1942.18, and 1942.19, and RD Instruction 3570-B. You must also review RD Instruction 1940-Q and all exhibits. If you do not have internet access, we will provide the appropriate documents. Any regulation, form, or bulletin identified in this letter as a Virginia form will be provided to you at the appropriate time.

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Attached are the following:

- Attachment No. 1 - Project Planning Factors
- Attachment No. 2 - Form RD 1942-46, Letter of Intent to Meet Conditions

The conditions referred to in the first paragraph of this letter are as follows:

1. Loan Repayment – The loan will be scheduled for repayment over a period of 10 years. Payments will be equal amortized monthly installments. For planning purposes use a 3.25% interest rate and a monthly amortization factor of .00978, which provides for a monthly payment of \$489.

A debt service reserve is required and must be accumulated at the rate of 10% of the monthly debt payment until a sum equal to no less than one annual installment is accumulated.

You will be required to participate in the Preauthorized Debit (PAD) payment process. It will allow for your payment to be electronically debited from your account on the day your payment is due.

2. Security – The loan must be secured by a Promissory Note, DMV lien on the vehicle, and other agreements between you and Rural Development as set forth in Form RD 1942-47, Loan Resolution, and Form RD 3570-3, Agreement for Administrative Requirements for Community Facility Grants which must be adopted and executed by the appropriate applicant officials. Prior to the adoption of the Loan Resolution, the Board of Supervisors, at a properly called meeting must adopt a resolution authorizing this loan and grant.

You must provide for us a description of the equipment. The description where possible, must include the year, make, model, and serial numbers.

3. Organizational Documents - We have reviewed the documents creating your County and have found them acceptable.
4. Audit Requirements - Audited financial statements shall be submitted on an annual basis in accordance with the Government Auditing Standards (GAAS), General Accepted Accounting Principles (GAAP), and the Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States, 1994 revision, and any subsequent revisions.

Audits performed in accordance with OMB Circular A-133, "Audits of States, Local Governments, and Non-profit Organizations," are based upon the amount of Federal financial assistance expended during a borrower's fiscal year from a Federal source. **Borrowers expending Federal financial assistance over \$750,000 are required to have an OMB Circular A-133 audit. Borrowers expending less than \$750,000 in Federal financial assistance are required to submit financial statements, either GAAS, GAGAS, or management reports, based upon loan balances and prevailing Federal regulations.**

5. Insurance and Bonding Requirements - Prior to loan and grant closing, you must acquire the following insurance and bond coverage:
 - a. Liability and Property Damage Insurance - (1) The project will be reviewed for liability and property damage needs, and amounts will be established accordingly, and (2) public liability and property damage insurance will be obtained on all vehicles driven over public highways.
 - b. Workers' Compensation - In accordance with appropriate State Laws.
 - c. Position Fidelity Bond Coverage - You must provide evidence of adequate fidelity bond coverage for all persons who have access to funds by loan closing. Coverage may be provided either for all individual positions or persons, or through "blanket" coverage providing protection for all appropriate employees and/or officials. The amount of coverage will normally approximate the total loan. Form RD 440-24, Position Fidelity Schedule Bond, may be used for this purpose. We encourage you to have your attorney, and/or insurance provider review proposed types and amounts of coverage, including any deductible provisions. Rural Development must agree on the acceptability of proposed coverage.
 - d. National Flood Insurance - In addition to meeting the requirements for the type of assistance requested, the following requirements must be met for financial assistance for acquisition and/or construction in designated special flood or mudslide prone areas:
 1. If flood insurance is available, you must purchase a flood insurance policy at the time of loan closing.
 2. Applicants whose buildings, machinery, or equipment are to be located in an area which has been notified as having special flood or mudslide prone areas will not receive financial assistance where flood insurance is not available.
 - e. Real Property Insurance - You must obtain real property insurance (fire and extended coverage) on all above ground structures to include machinery and equipment housed therein, in an amount equal to the insurable value thereof.
6. Procurement - You may proceed to acquire the proposed vehicles and/or equipment by competitive negotiation. You must develop a Request for Proposal (RFP) and specifications. Rural Development must review and give prior approval to the specifications and RFP before soliciting for offers.

Following the receipt of offers, Rural Development must be provided with the following:

- a. Summary of all offers
- b. Copy of the successful offer

- c. Narrative summary of all negotiations
 - d. Copy of notice to all unsuccessful offerors
 - e. Copy of resolution of tentative award
7. Code of conduct - Owners shall adopt and maintain a written code or standards of conduct which shall govern the performance of their officers, employees, or agents engaged in the award and administration of contracts supported by Rural Development funds. No employee, officer, or agent of the owner shall participate in the selection, award, or administration of a contract supported by Rural Development funds if a conflict of interest, real or apparent, would be involved.
 8. Disbursement of Rural Development Grant Funds – Rural Development grant funds will be advanced as they are needed in the amount necessary to cover Rural Development's proportionate share of obligations due and payable by Richmond County. Interest earned on grant funds in excess of \$100 per year will be submitted to Rural Development at least quarterly as required in 7 CFR 3016.
 9. Community Facilities Grant (CFG) - You will be required to execute Form RD 3570-3, Agreement for Administrative Requirements for Community Facility Grants, at the time of grant closing.

CFG assistance is subject to the interest of the United States Government in the market value of the property attributable to the Federal participation in this project provided by 7 CFR, parts 3015, 2016, or 3019 et. seq., as subsequently modified.

CFG assistance is subject to the provisions of Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 and the regulations issued thereto. This covenant is in effect for as long as the property continues to be used for the same or similar purpose for which the financial assistance was extended or for as long as the grantee owns it, whichever is longer.

10. Agency Forms - You will be required to execute certain Agency forms in order to obtain financial assistance from Rural Development. By Resolution, these forms must be adopted and properly executed, and minutes showing the adoption must be provided.
11. System for Award Management (SAM) – *As the recipient, you must maintain the currency of your information in SAM.gov until (a) you submit the final financial report required under this award and (b) all funds under this award have been disbursed or cancelled, whichever is later. This requires that you review and update your information at least annually after the initial registration and more frequently if required by changes in your information or another award term. Recipients can register online at www.sam.gov*

Under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to

discrimination under any program or activity receiving financial assistance from Rural Development.

As a recipient of Federal financial assistance, you must be in compliance, and continue to comply, with Title VI of the Civil Rights Act of 1964 and the Rural Development regulations promulgated by this Act. Your signature on Form RD 400-4, Assurance Agreement, is your commitment to comply with these Federal laws and regulations, as well as your agreement to maintain records and data to verify your compliance. The data you must provide depends on the type of project financed with Rural Development funds, and guidance will be provided to you by Rural Development. Your compliance is monitored through compliance reviews conducted by Agency personnel.

If all parties then agree the equipment bids received are acceptable and it is determined that adequate funds are available to cover the total costs and that all the administrative conditions of approval, closing instructions will be issued. The closing instructions, a copy of which will be forwarded to you, will set forth any further requirements that must be met before the loan and grant can be closed. **LOAN AND GRANT CLOSING WILL NOT BE SCHEDULED UNTIL CLOSING INSTRUCTIONS ARE RECEIVED FROM RURAL DEVELOPMENT.** When all parties agree that the closing requirements can be met, a mutually acceptable date for the closing will be scheduled.

The Debt Collection Improvement Act (DCIA) of 1996 requires that all Federal payments be made by Electronic Funds Transfer/Automated Clearing House (EFT/ACH). Borrowers receiving payments by EFT will have funds directly deposited to a specified account at a financial institution with funds being available to the recipient on the date of payment. The borrower should complete Form SF-3881, Electronic Funds Transfer Payment Enrollment Form, for each account where funds will be electronically received. The completed form(s) must be received by Rural Development at least thirty (30) days prior to the first advance of funds.

As a recipient of federal financial assistance, you must comply with all applicable federal, state, and local statutes, ordinances, regulations, and codes. The major portion of existing Rural Development rules and regulations which must be met are included in RD Instruction 1942-A, and RD Instruction 3570-B. No modifications or waiver of any portion of these regulations is authorized. Such regulations shall govern regardless of any misinterpretation, omission, misunderstanding, or statements made by any Rural Development employee. The most critical requirements of the instructions have been highlighted or clarified in this letter.

In addition, you will be required to refinance the unpaid balance of the proposed loan, in whole or in part, upon the request of the government if at any time it shall appear to the government that you are able to refinance your obligation by obtaining a loan for such purposes from responsible lending sources at reasonable rates and terms for loans for similar purposes and periods of time.

After providing for all authorized cost, any remaining Rural Development funds will be considered to be Rural Development grant funds and will be refunded to Rural

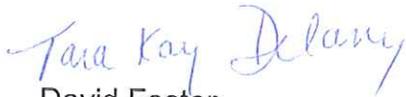
Development. If the amount of unused funds exceeds the Rural Development grant, then that part would be Rural Development loan funds.

We believe the information herein clearly sets forth the action which must be taken; however, if you have any questions, please do not hesitate to contact my office.

Please complete and return the attached Form RD 1942-46, Letter of Intent to Meet Conditions, if you desire that further consideration be given to your application.

If the conditions set forth in this letter are not met within 6 months from the date hereof, Rural Development reserves the right to discontinue processing of the application.

Sincerely yours,



David Foster
Area Director
USDA, Rural Development

cc: Deputy Administrator, Community Programs, Washington, D.C.
State Director, Rural Development, Richmond, VA
Accountant

PROJECT PLANNING FACTORS

The following estimates are to be used as a basis for project planning and must not be changed without prior approval of Rural Development:

The following estimates are to be used as a basis for project planning and must not be changed without prior approval of Rural Development:

PROJECT COSTS

Vehicle	<u>\$250,000</u>
TOTAL	\$250,000

FUNDING

Rural Development Loan	\$ 50,000
Rural Development Grant	\$ 25,000
Borrower Contribution	\$ 50,000
State EMS Grant	<u>\$125,000</u>
TOTAL	\$250,000

OPERATING BUDGET - TYPICAL YEAR

Income

Operating Income	<u>\$15,151,508</u>	
TOTAL	\$15,151,508	\$15,151,508

Expenses

Operating Expenses	\$15,144,976	
Debt Service	5,868	
Debt Service Reserve	<u>587</u>	
TOTAL	\$15,151,431	<u>\$15,151,431</u>
BALANCE		\$ 77



Rural Development

State Office

September 22, 2017

1606 Santa Rosa Rd
Suite 238
Richmond, VA 23229

Voice 804-287-1565
Fax 804-287-1780

Mr. R. Morgan Quicke, County Administrator
Richmond County
P. O. Box 1000
Warsaw, Virginia 22572

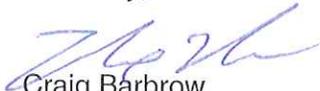
SEP 28 2017

Dear Mr. Quicke:

We are attaching Form RD 1940-1, Request for Obligation of Funds, as notification that Rural Development loan funds in the amount of \$50,000 and Rural Development grant fund in the amount of \$25,000 to be used for the purchase of an ambulance.

You should proceed with meeting the requirements in the Letter of Conditions (LOC) dated, September 22, 2017.

Sincerely,


Craig Barbrow
Acting State Director

Attachment

cc: Richmond, Virginia

USDA is an equal opportunity provider, employer, and lender.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

REQUEST FOR OBLIGATION OF FUNDS

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED () Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.			
1. CASE NUMBER ST CO BORROWER ID 54-098-*****1567		LOAN NUMBER	FISCAL YEAR 2017
2. BORROWER NAME Richmond County P.O. Box 1000 Warsaw, Virginia 22572		3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)	
		4. STATE NAME Virginia	
		5. COUNTY NAME Richmond	
GENERAL BORROWER/LOAN INFORMATION			
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - API	7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER	8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.
10. SEX CODE 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN MALE OWNED 5 - ORGAN FEMALE OWNED 6 - PUBLIC BODY	11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	12. VETERAN CODE 1 - YES 2 - NO	13. CREDIT REPORT 1 - YES 2 - NO
14. DIRECT PAYMENT 2 (See FMI)	15. TYPE OF PAYMENT 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	16. FEE INSPECTION 2 - YES 1 - NO	
17. COMMUNITY SIZE 1 - 10,000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)	
COMPLETE FOR OBLIGATION OF FUNDS			
19. TYPE OF ASSISTANCE 075 (See FMI)	20. PURPOSE CODE 8	21. SOURCE OF FUNDS	22. TYPE OF ACTION 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
23. TYPE OF SUBMISSION 2 - INITIAL 1 - SUBSEQUENT	24. AMOUNT OF LOAN \$50,000.00	25. AMOUNT OF GRANT \$25,000.00	
26. AMOUNT OF IMMEDIATE ADVANCE	27. DATE OF APPROVAL MO DAY YR 09/22/2017	28. INTEREST RATE 3.2500 %	29. REPAYMENT TERMS 10
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS			
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
COMPLETE FOR EM LOANS ONLY		COMPLETE FOR CREDIT SALE-ASSUMPTION	
31. DISASTER DESIGNATION NUMBER (See FMI)	32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN		
FINANCE OFFICE USE ONLY		COMPLETE FOR FP LOANS ONLY	
33. OBLIGATION DATE MO DA YR	34. BEGINNING FARMER/RANCHER (See FMI)		

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder COPY 1 - Finance Office COPY 2 - Applicant/Lender COPY 3 - State Office

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0062. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

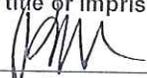
Approval of financial assistance is subject to the requirements outlined in the Letter of Conditions and any closing instructions issued by our office or our Office of General Counsel.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. YES NO

WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date September 21, 20 17


R Morgan Quicke, County Administrator
(Signature of Applicant)

Date _____, 20 _____

(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

(Signature of Approving Official)

Typed or Printed Name: 
CRAIG BARBROW

Date Approved: 09/22/2017

Title: Acting State Director

38. TO THE APPLICANT: As of this date 09/22/2017 PM, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.

FORM RD 1940-1, "REQUEST FOR OBLIGATION OF FUNDS", ATTACHMENT #1

The grantee understands the requirements for receipt of funds under the Community Facilities Grant program. The grantee assures and certifies that it is in compliance with all applicable laws, regulations, Executive Orders, and other applicable requirements, including those set forth in Form RD 3570-3, 7 CFR parts 3015, 3016, or 3019 as subsequently modified, and the letter of conditions. The following conditions may apply if Community Facility Grant funds were used to purchase equipment or obtain or improve real property:

- (1) The grantee understands that any property acquired or improved with Federal grant funds may have use and disposition conditions which apply to the property as provided by 7 CFR parts 3015, 3016, or 3019 in effect at this time and as may be subsequently modified.
- (2) The grantee understands that any sale or transfer of property is subject to the interest of the United States Government in the market value in proportion to its participation in the project as provided by 7 CFR parts 3015, 3016, or 3019 in effect at this time and as may be subsequently modified.

LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE _____ BOARD OF SUPERVISORS
OF THE _____ COUNTY OF RICHMOND
AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS
_____ EMERGENCY MEDICAL SERVICES
FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the _____ COUNTY OF RICHMOND
(Public Body)
(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of
_____ \$50,000.00
pursuant to the provisions of _____ THE CODE OF VIRGINIA _____; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

RESOLUTION OF GOVERNING BODY OF
RICHMOND COUNTY

The BOARD OF SUPERVISORS of RICHMOND COUNTY, consisting of _____ members, in a duly called meeting held on the _____ day of _____, 2017 at which a quorum was present RESOLVED as follows:

BE IT HEREBY RESOLVED that, in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development, (the Government) in the PURCHASE of an AMBULANCE to serve the community, the BOARD OF SUPERVISORS does hereby adopt and abide by the covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED that the COUNTY ADMINISTRATOR of RICHMOND COUNTY be authorized to execute on behalf of BOARD OF SUPERVISORS the above-referenced agreements and to execute such other documents including, but not limited to, debt instruments and security instruments as may be required in obtaining the said financial assistance.

This Resolution, along with a copy of the above-referenced documents, is hereby entered into the permanent minutes of the meetings of this BOARD.

RICHMOND COUNTY
(ENTITY NAME)

By: _____

Attest: _____

CERTIFICATION

I hereby certify that the above resolution was duly adopted by the BOARD OF SUPERVISORS of RICHMOND COUNTY in a duly assembled meeting on the _____ day of _____, 2017.

Secretary/Clerk

CODE OF CONDUCT

No employee, officer, or agent of the owner shall participate in the selection, award, or administration of a contract supported by Rural Development funds if a conflict of interest, real or apparent, would be involved.

RICHMOND COUNTY

BY:

Request for Lower Interest Rate

Applicant: RICHMOND, COUNTY OF

Project: AMBULANCE

Loan and/or Grant: CF LOAN - \$50,000
CF GRANT- \$25,000

I hereby request the interest rate of the referenced loan be the lower of the rate in effect at the time of loan approval or the time of loan closing.

DATE

Total Cost

• Medic Unit -	\$219,710
• Auto Load Stretcher-	\$17,337
– Total Cost	<u>\$237,087</u>
• RSAF Stretcher Grant -	\$8,881
• RSAF Medic Grant-	\$107,430
• USDA Grant-	\$25,000
• FY18 County Cont.	\$45,776
– Total Revenue-	<u>\$188,311</u>
• Difference (USDA Loan)	\$50,000

Total Cost

- Local Cost- \$95,776
- State/Fed Cost- \$141,311



Reflective Ruby Red w/ Reflective Black Outline/Shadow
Printed Richmond County Badge & Raider Logo

Personnel Policy Amendment – Sick Leave Transfer

6.4 Catastrophic Sick Leave; Sick Leave Transfer

- A. With the approval of the County Administrator, sick leave not to exceed twenty-five working days may be advanced to a full-time employee with over five years of service with the County for cases of serious illness or disability. Advanced sick leave is charged to future accounts of sick leave earned and, at the option of the employee, can also be changed to include future accounts of annual leave. In the event that an employee leaves County service prior to the liquidation of advanced sick leave, the employee shall reimburse the County through a payment in cash or by check for any outstanding balance. The County reserves the right to use any action it deems appropriate for collection of unpaid balances.
- B. When the above provisions are inadequate to provide the necessary sick leave, the County Administrator may request the Board of Supervisors to grant extraordinary sick leave. This additional leave may not exceed one-half day for each month of a full-time employee's credited service with the County. All such requests will state:
1. The prospects of eventual return to service.
 2. Employee's length of service.
 3. Employee's previous leave record.
 4. Any other justifications.

All such extraordinary sick leave will be charged to future accrued leave of any kind.

- C. Any employee may transfer up to three days of his/her sick leave to another employee who, because of an extended illness or disability has used all of his/her sick leave, annual, and/or compensatory leave days. Sick leave donations are to accommodate abnormal, unanticipated, and emergency situations; and no employee shall make or receive such a donation for a normal, anticipated, or non-emergency disability or situation, as determined by the County Administrator. The request to transfer sick leave must be made to the employee's Department Head and to the County Administrator for approval. The donated days shall not be repaid to the donating employee. The maximum amount any employee may transfer to any other individual employee during any twelve week period is three days. The maximum total amount that any employee may transfer during any calendar year is ten days. All personal sick leave, *annual, and/or compensatory leave days* shall be exhausted prior to using donated time.
- D. A sick leave bank will be established, effective with the implementation of this policy. The bank will be managed by the office of the County Administrator. Each employee may donate to the bank up to 10 days (80 hours) per year and may donate ½ of their full balance upon separation from the County. The County Administrator may award no more than five (5) days to any single employee per calendar year. All days over five (5) will be at the discretion of the Board of Supervisors. All personal

sick leave, *annual, and/or compensatory leave days* shall be exhausted prior to using the bank.

6.5 Liberal Leave During Severe Weather

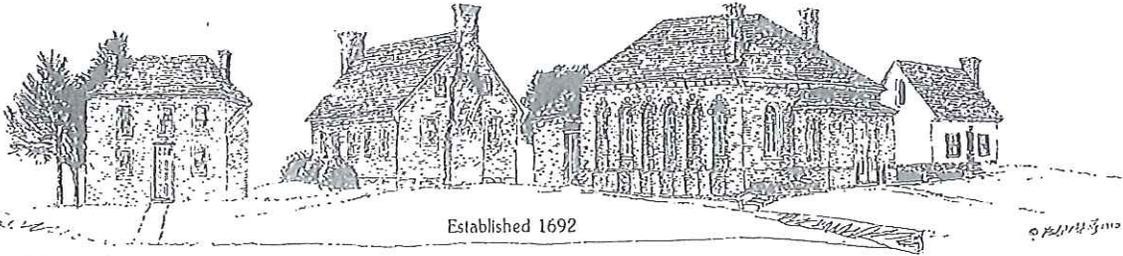
The intent of the County is to remain open during severe weather conditions that generally are the result of snow or icy conditions. All offices shall remain open and all services shall be operational and available to the public when conditions permit.

- A. Liberal leave shall be a term used to describe the use of annual leave, compensatory leave or leave without pay used by an employee during severe weather. Liberal leave differs from other leave since advance approval is not required. However, employees are expected to notify their supervisors prior to their normal arrival time.
- B. Approved liberal leave for severe weather shall be announced on the local radio stations (WRAR FM105.5 and WNNT FM107.5). An announcement shall follow a decision by the County Administrator or his designee, that severe weather exists and that liberal leave may be used. Employees are required to notify their supervisor or leave a telephone message if they intend to use liberal leave.
- C. Employees are expected to report to work when weather conditions permit safe travel. However, employees will be given the opportunity to use liberal leave if weather conditions prevent them from working normal scheduled hours. In the absence of announced liberal leave and with the approval of the employee's immediate supervisor, an employee may use annual or compensatory leave or leave without pay if localized severe weather conditions prevent an employee from working normally scheduled hours.
- D. Employees designated as essential personnel may not take liberal leave during severe weather.
- E. It is not the intent of the liberal leave policy or approved leave resulting from localized severe weather conditions to permit a full day of leave, but only for the time period when severe weather conditions prohibit travel.

6.6 Closure During Extreme Severe Weather

- A. County offices may be declared closed by the County Administrator or designee in consultation with the Director of Emergency Services and the Board of Supervisors during periods of extreme severe weather when the health and safety of employees are at risk. All public safety and essential employees are required to work while the County offices are closed. The County Administrator's closure declaration shall affect all shifts working that day from the specified time of the declaration. If no opening time is

Monthly Supplemental Appropriations



Richmond County Board of Supervisors

101 Court Circle P.O. Box 1000 Warsaw, Virginia 22572 (804) 333-3415 FAX (804) 333-3408 www.co.richmond.va.us

REQUEST FOR SUPPLEMENTAL APPROPRIATION

FY 2017-2018

I, R Morgan Quicke, County Admin, hereby request a supplemental appropriation increase/decrease for the following:

Fund Number: 100 - General Fund

Department Name: Medical Examiner
4035-300

Expenditure

(1) Increase/Decrease Line Item Name/#: 4035-300-310 By \$ 315.00
(2) Increase/Decrease Line Item Name/#: _____ By \$ _____

Total: \$ 315.00

Revenue

(1) Increase/Decrease Line Item Name/#: _____ By \$ _____
(2) Increase/Decrease Line Item Name/#: _____ By \$ _____

Total: \$ _____

Funds for this appropriation will come from:

Local, State, Federal, Other Additional Funding Information: _____

Reason for this appropriation:

Un-claimed body expense

Approval: _____ Aye/Nay
Sanders, Chair _____
Thomas _____
Pemberton _____
Herbert _____
Parr _____

Posted _____

Date Action Taken: _____

Richard E. Thomas
Election District 1

J. David Parr
Election District 2

William C. Herbert, 11
Election District 3

Robert B. Pemberton
Election District 4

Lee Sanders
Election District 5

R. Morgan Quicke
County Administrator

Richmond County

Expenditure Report - Department Details

January 31, 2018

Financial Report

	Annual Budget	Month To Date 1/31/2018	Year To Date 1/31/2018	% Budget Expended
Medical Examiner				
Professional Health Services	0	0	20	0
Professional Health Services	400	695	695	174
Total Medical Examiner	<u>400</u>	<u>695</u>	<u>715</u>	<u>179</u>

Richmond County
Account Detail 7/01/2017 to 6/30/2018

<u>Date</u>	<u>Post Type</u>	<u>Source</u>	<u>Reference</u>	<u>Description</u>	<u>Units</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
100 4038 6100 000	8/02/2017 Actual	Professional Health Services A/P	-	Treasurer of Virginia - Office of the Chief Medical Examiner Medical Examiner Case		20.00		0.00 20.00
100 4038 6100 000	Professional Health Services Total				0.00	20.00	0.00	20.00
100 4038 6110 000	1/09/2018 Actual	Professional Health Services A/P		Welch-Marks Funeral Home Unclaimed Body Cremation Fee		695.30		0.00 695.30
100 4038 6110 000	Professional Health Services Total				0.00	695.30	0.00	695.30
Report Total					0.00	715.30	0.00	715.30

Melch Funeral Home, Inc.

MARKS CHAPEL
10300 Richmond Road
Warsaw, Virginia 22572
(804) 333-3770

EAS



Richmond County Sheriff's Office
160 Wallace Street
Warsaw, VA 22572

January 9, 2018

For the Funeral Services of

unclaimed Body

Embalming

Cremation Fee

\$ 300.00

Automotive

Transfer of remains to funeral home

\$ 240.00

Casket

ALTERNATIVE CONTAINER

\$ 100.00

Cash Advances

ME Fee

\$ 50.00

STATE SALES TAX

\$ 5.30

TOTAL CHARGES

\$ 695.30

BALANCE DUE:

\$ 695.30

PAID 10040386110
AMOUNT 695.30
CHECK# 0089075

1-11-18
APPROVED FOR PAYMENT
COUNTY ADMINISTRATOR

STAFF REPORTS

Richmond County Building Official Building Permit Report For January, 2018

Breakdown of New Projects Begun

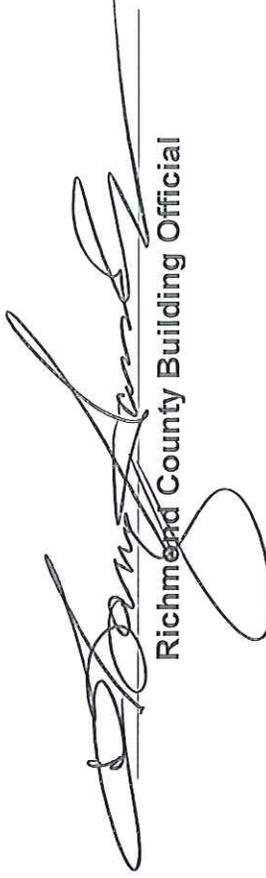
Project Description	Number
Accessory Structure (Commercial)	1
Accessory Structure (Residential)	5
Addition (Residential)	2
Dwelling (Multi Family)	1
Electrical	5
Electrical Service Upgrade (Residential)	1
Fuel Piping and/or Tank	1
Manufactured Home (Double Wide)	1
Manufactured Home (Single Wide)	1
Marine Structure	3
Mechanical	1
Remodel (Residential)	2
Storage Tank (Removal)	1

Total of All New Projects Begun

Total
25

Totals of Fees Collected and Construction Costs

Total Fees Collected	Total Construction Cost
\$3,094.22	\$853,110.00


 Richmond County Building Official

Richmond County Building Official Building Permit Report For January, 2018

Proj #	Applicant Name	Project Location	Project Description	Total Fee	Construction Cost
10765	Packett Builders, Inc.	35 Grand View Lane	Dwelling (Single Family)	\$126.50	\$20,670.00
10903	Kimberly Neale	Totuskey Church Road	Manufactured Home (Single Wide)	\$234.00	\$6,500.00
10931	Richard E. Berrey	320 River Front Lane	Marine Structure	\$195.84	\$32,000.00
10932	James R. Honec	13717 Newland Road	Accessory Structure (Residential)	\$153.10	\$20,016.00
10934	Clifton Jenkins	134 Newland Road	Addition (Residential)	\$85.68	\$20,000.00
10936	John Gillis	764 Islington Road	Electrical	\$30.60	\$800.00
10937	Charles and Sarah Lex	804 Little Florida Road	Accessory Structure (Residential)	\$105.26	\$33,000.00
10938	CMH Homes, Inc.	Meadow View Lane	Manufactured Home (Double Wide)	\$338.61	\$175,092.00
10939	Virginia Habitat for Humanity	1557 Sharps Road	Electrical	\$30.60	\$1,500.00
10940	Albert Jones	6231 History Land Highway	Electrical	\$30.60	\$800.00
10941	Packett Rentals, LLC	Richmond Road	Dwelling (Multi Family)	\$1,131.60	\$400,000.00
10942	Wood Preservers, Inc.	15825 History Land Highway (Rt. 3)	Storage Tank (Removal)	\$30.60	\$600.00
10943	Bob Acheson	124 Woodland Heights Road	Electrical Service Upgrade (Resident)	\$30.60	\$1,200.00
10944	Ralph W. Packett	3111 Islington Road	Fuel Piping and/or Tank	\$30.60	\$845.00
10945	Thomas M. Panther	306 Bamboo Lane	Remodel (Residential)	\$30.60	\$12,000.00
10946	Ralph Delano Elliott	587 Elliotts Drive	Marine Structure	\$42.84	\$7,000.00
10947	Ken and Carole Blackley	325 Cat Point Drive	Marine Structure	\$30.60	\$3,600.00
10948	Mark O. Wright	4178 Newland Road	Mechanical	\$61.20	\$6,627.00
10949	Middle Peninsula CSB	308 College Ave.	Remodel (Residential)	\$30.60	\$1,500.00
10950	Mark Hevel	754 Menokin Road	Accessory Structure (Residential)	\$30.60	\$25,000.00
10951	Penn Burke	394 Rappa Point Road	Accessory Structure (Residential)	\$107.71	\$20,000.00
10952	River Pools & Spas	196 Selftown Road	Accessory Structure (Commercial)	\$73.44	\$11,400.00
10953	Edward Elliott	1179 Ivondale Road	Electrical	\$30.60	\$12,960.00
10954	David Riley	239 Lee Avenue	Addition (Residential)	\$101.84	\$40,000.00

Richmond County Building Official Building Permit Report For January, 2017

Breakdown of New Projects Begun

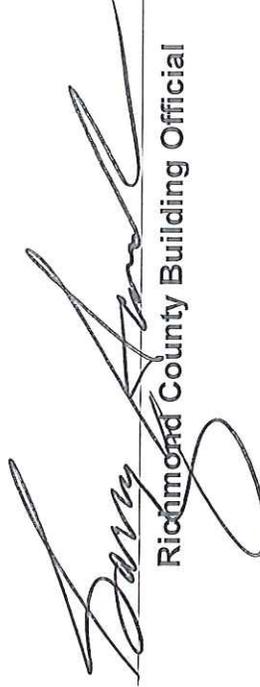
Project Description	Number
Accessory Structure (Commercial)	1
Accessory Structure (Residential)	1
Addition (Residential)	1
Demolition	1
Fuel Piping and/or Tank	1
Manufactured Home (Double Wide)	1
Marine Structure	1
Requested Inspection	1

Total of All New Projects Begun

Total
8

Totals of Fees Collected and Construction Costs

Total Fees Collected	Total Construction Cost
\$1,324.01	\$340,882.92


 Richmond County Building Official

Richmond County Building Official Building Permit Report For January, 2017

Proj #	Applicant Name	Project Location	Project Description	Total Fee	Construction Cost
10560	Dwight P. & Janet Hall	712 Edge Hill Road	Dwelling (Single Family)	\$40.80	\$6,075.00
10625	Derek R. Bell	1812 Ridge Road, Callao, VA 2243	Dwelling (Single Family)	\$176.13	\$9,320.00
10635	Jarrod T. Scott	3120 Menokin Road	Dwelling (Single Family)	\$128.60	\$37,716.92
10673	George Drewry	564 Lake View Terrace	Dwelling (Single Family)	\$40.80	\$4,000.00
10687	Thomas' Store	8249 History Land Highway	Remodel (Commercial / Industrial)	\$30.60	\$1,000.00
10690	William Recker	66 Murphy Place	Electrical Service Upgrade (Resident)	\$30.60	\$4,500.00
10699	Crop Production Services, Inc.	10910 Richmond Road	Electrical Service Upgrade (Commer)	\$51.00	\$5,000.00
10700	William & Barbara Hinson	Totuskey Church Road	Manufactured Home (Double Wide)	\$346.77	\$114,711.00
10705	TCL Properties, LLC	5059 Richmond Road	Demolition	\$30.60	\$0.00
10708	Robert Schell	1919 Hales Point Road	Accessory Structure (Residential)	\$102.82	\$20,000.00
10709	Farnham Baptist Church	4632 Farnham Creek Road	Accessory Structure (Commercial)	\$109.67	\$29,760.00
10710	Betty Lou Blake	240 Rappa Point Road	Fuel Piping and/or Tank	\$30.60	\$300.00
10711	Riverdale Farm, Inc.	Riverdale Road	Marine Structure	\$52.02	\$8,500.00
10712	Glenn Bowen	2143 Snyder Road	Addition (Residential)	\$122.40	\$100,000.00
10713	Nathan Marks	1314 Waterview Road	Requested Inspection	\$30.60	\$0.00

Board of Supervisors: 2/8/2018 Monthly Report

Activity for the month of January 2018:

- 0 Erosion and Sediment Control (ESC) and Stormwater Management (SWM) plan(s) was/were submitted for review;
- 0 Revised ESC and SWM plan(s) was/were submitted for review;
- 0 ESC and SWM plan(s) was/were reviewed and approved;
- 1 ESC and SWM Plan(s) was/were found deficient and not approved;
- 0 ESC and SWM plan(s) is/are pending approval;
- 2 New Land-Disturbing Permit(s) was/were issued;
- 1 Permitted Land-Disturbing project(s) was/were completed;
- 0 Permitted Land-Disturbing project(s) was/were renewed;
- There are 31 active Land-Disturbing projects;
- Performed ESC site inspections upon active land-disturbing projects;
- Provided guidance regarding ESC and SWM;
- Provided guidance to citizens regarding the permitting process for proposed shoreline activities, water-dependant facilities and land-disturbing activities;
- There was not a Wetlands Hearing held in December;
- Performed duties to assign 9-1-1 addressing;
- Performed duties to update the County's GIS parcel mapping system;

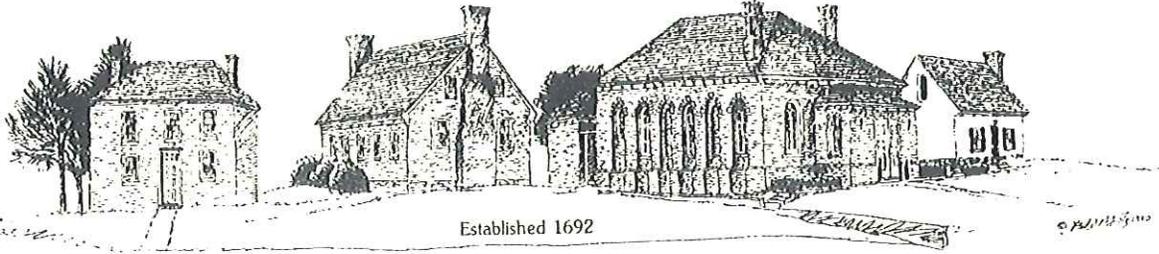
Best regards,

Report Prepared By: T. Richard English Jr.

Environmental Compliance Agent



FINANCIAL
INFORMATION



Richmond County Board of Supervisors

101 Court Circle P.O. Box 1000 Warsaw, Virginia 22572 (804) 333-3415 FAX (804) 333-3408 www.co.richmond.va.us

Monthly Financial Report – January 2018

Cash Balance	(1-31-2018)	\$7,347,043
Previous Year	(1-31-2017)	\$6,344,028
Difference		+\$1,003,105
General Fund Balance	(1-31-2018)	\$3,660,961
Previous Year	(1-31-2017)	\$2,978,046
Difference		+682,915
Monthly Sales Tax		\$123,572
YTD Sales Tax		\$801,829
Monthly Ambulance Billing		\$22,570
YTD Ambulance Billing		\$192,079
Monthly Building Permit Value		\$900,255
YTD Building Permit Value		\$4,635,175
Monthly Building Permit Fees		\$3,094
YTD Permit Fees		\$14,132
General Property Taxes YTD FY18		\$7,821,773
General Property Taxes YTD FY17		\$7,521,131
Outstanding 2017 Taxes		\$539,240
Outstanding 2016 Taxes		\$106,570
Outstanding 2015 Taxes		\$28,203



RICHMOND COUNTY, WARSAW, VIRGINIA
OFFICE OF THE TREASURER
KRISTIE S. BRANN, TREASURER

TREASURER'S TRIAL BALANCE
JANUARY 31, 2018

<u>CASH IN OFFICE:</u>	700.00	
<u>UNION BANK</u>		
Cash in Bank Acct. 817	605,528.62	
Richmond County HIFI Acct. 5016258	3,639,582.23	
LGIP Fund #3600897	7,357.09	
VIP Fund #VA-01-0061-5001	3,006,452.36	
Rich. Co. Landfill Trust CD 116669021	88,124.93	
Richmond Co EMS Facility Construction Acct. 8510643543	1,761,274.95	
Rich. Co. Special Welfare Fund Acct. 026204	12,515.60	
Commonwealth Attorney Asset Foreiture Federal 835212034	0.00	
Commonwealth Attorney Asset Foreiture State 8506820341	16.20	
Richmond County Public Library Account 630003121	30,830.73	
Rich. Co. Public Library Special Account 8502698142	3,637.85	
N.N. Technical Center Acct. Ck. 8966	66,158.26	
N.N. Technical Center HIFI 5016231	294,228.16	
N.N. Regional Special Education Program Checking	25,206.43	
N.N. Regional Special Education Program HiFi	1,001,617.46	
<u>GENERAL FUND:</u>		3,660,961.61
<u>ASSIGNED FUND BALANCES:</u>		
Reassessment Fund		90,000.00
Capital Improvement Fund		56,824.40
Capital Improvement Fund - Central Accounting System		75,000.00
Bond Holding		79,250.00
RCPS CIP Fund		0.00
RCPS Bus Garage		328,291.88
Revenue Anticipation Note		3,017,005.00
Ambulance Fund		47,000.00
Richmond Co EMS Facility Construction Fund		1,632,274.95
Prepaid Taxes – 2018		31,749.59
Over & Short Account		157.70
Courthouse Maintenance Fund		2,380.12
Rich. Co. Landfill Trust CD 116669021		88,124.93
Richmond Co. Special Welfare Fund		12,515.60
Commonwealth Attorney Asset Foreiture Federal 8352120341		0.00
Commonwealth Attorney Asset Foreiture State 8506820341		16.20
Richmond County Public Library Account 630003121		30,830.73
Rich. Co. Public Library Special Account 8502698142		3,637.85
N.N. Technical Center Trust		360,386.42
N.N. Regional Special Education Program Accounts		1,026,823.89

COUNTY TAXES:

Uncollected Taxes 2017	539,240.05	
Uncollected Taxes 2016	106,570.21	
Uncollected Taxes 2015	28,203.75	
Uncollected Taxes 2014	19,414.67	
Uncollected Taxes 2013	19,059.00	
Uncollected Taxes 2012	19,116.71	
Prior	13,982.41	539,240.05
Reserve for Uncoll 2017		106,570.21
Reserve for Uncoll 2015		28,203.75
Reserve for Uncoll 2014		19,414.67
Reserve for Uncoll 2013		19,059.00
Reserve for Uncoll 2012		19,116.71
Prior		13,982.41
	11,288,817.67	11,288,817.67

Richmond County

Expenditure Report - Department Summary

1/31/2018

Financial Report

	Annual Budget	Month To Date 1/31/2018	Year To Date 1/31/2018	% Budget Expended
General Government				
Board of Supervisors	151,426	3,810	120,254	79
Operating Reserve	1,751,500	40,747	1,639,605	94
County Administrator	193,724	14,598	102,865	53
Information Technology	233,447	10,370	121,736	52
Commissioner of Revenue	190,959	14,762	107,823	56
Assessor	30,000	0	30,000	100
Treasurer	211,006	16,562	118,831	56
Electoral Board	18,635	0	10,960	59
Registrar	63,380	5,706	43,964	69
Total General Government	2,844,077	106,555	2,296,038	81
Judicial				
Circuit Court	23,500	0	375	2
General District Court	8,860	0	1,867	21
Magistrate	100	0	0	0
Juv. Detention/Ct. Serv. Unit	35,696	5,266	21,881	61
Clerk of Circuit Court	237,253	17,809	132,291	56
Commonwealth's Attorney	293,395	23,278	165,961	57
Total Judicial	598,804	46,353	322,375	54
Public Safety				
Sheriff/Law Enforcement	1,527,915	110,294	888,788	58
E911 System	122,211	0	101,935	83
Ambulance/Rescue	770,234	58,985	517,546	67
Fire Suppression/VFD	157,000	22,500	74,099	47
Juvenile Group Home	11,698	0	11,698	100
Building Inspections	88,372	7,032	50,142	57
Animal Control	95,232	4,965	55,358	58
Medical Examiner	400	695	715	179
Total Public Safety	2,773,062	204,471	1,700,281	61
Public Works				
Street Lights	4,150	0	2,178	52
Solid Waste Management	616,100	2,521	328,477	53
General Properties	341,456	16,394	238,774	70
Total Public Works	961,706	18,915	569,429	59
Health and Welfare				
Local Health Services	136,500	31,250	105,250	77
Community Service Board	30,000	7,500	22,500	75
Dept. of Social Services	1,758,402	146,823	998,687	57
Comp. Services Act	350,500	0	0	0
Area Agency on Aging	7,650	0	7,650	100
Total Health and Welfare	2,283,052	185,573	1,134,087	50
Education				
Public Schools	14,841,820	1,339,971	9,386,250	63
Rapp. Community College	10,500	0	10,500	100
Total Education	14,852,320	1,339,971	9,396,750	63
Parks Recreation and Culture				
Recreational Programs	35,000	0	35,000	100
Richmond County Museum	18,129	1,464	13,077	72
Public Library	92,160	23,040	69,120	75

Richmond County

Expenditure Report - Department Summary

1/31/2018

Financial Report

	Annual Budget	Month To Date 1/31/2018	Year To Date 1/31/2018	% Budget Expended
Total Parks, Recreation and Culture	145,289	24,504	117,197	81
Community Development				
Planning	192,311	8,910	97,110	51
Economic Development	16,650	0	14,000	84
NN Planning District Commission	9,500	0	9,500	100
Soil & Water/RC&D	12,000	0	12,000	100
Wetlands Board	3,172	0	1,117	35
Litter & Recycling	5,000	0	3,808	76
Coop. Extension Program	50,084	165	21,812	44
Total Community Development	288,717	9,075	159,347	55
Nondepartmental				
Misc. & Contingencies	136,345	5,894	114,912	84
Total Nondepartmental	136,345	5,894	114,912	84
Capital Projects				
Capital Projects	1,908,500	0	206,590	11
Total Capital Projects	1,908,500	0	206,590	11
Total Expenditures	26,791,872	1,941,311	16,017,006	60

Richmond County

Accounts Payable Status Report

<u>Org Name & Lookup</u>	<u>Invoice Date</u>	<u>Invoice Number</u>	<u>A/P Due Date</u>	<u>A/P Description</u>	<u>Original A/P Owed</u>	<u>Balance Due</u>
Xerox Corporation [0683]	11/01/2017	091021121	1/04/2018	Maintenance Service Contract (CofR)	161.82	0.00
Metrocast Communications [1467]	12/13/2017	828215005000	1/04/2018	Telecommunications (EMS/IT)	105.80	0.00
Town of Warsaw [0577]	12/15/2017	December	1/04/2018	Local Sales Tax	4,513.25	0.00
Walker, Dorothy M. [1730]	12/15/2017	December	1/04/2018	Reimbursement for travel expenses, Grant #18-B4003VW16 (Comm. Attny.)	37.21	0.00
Chesapeake Office Management LLC [1507]	1/01/2018	January 2018	1/04/2018	Lease of Office Space (CSU)	1,309.65	0.00
Follett Bookstore [1497]	1/10/2018	G. Sanders	1/10/2018	Books for Garnet Sanders (EMS)	434.75	0.00
Pritchard & Fallin, Inc. [0479]	12/15/2017	0000024135	1/11/2018	Fan Belt Replacement in CoR office (B/G)	142.15	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024243	1/11/2018	Filter Replacements in Co. Office Bld. (B/G)	40.95	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024244	1/11/2018	Filter Replacements in Museum (B/G)	6.30	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024246	1/11/2018	Filter Replacements in Comm. Attny. Bld. (B/G)	12.60	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024247	1/11/2018	Filter Replacements in Cir. Ct. Bld, Judge's Office(B/G)	12.60	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024248	1/11/2018	Filter Replacements in Co. Admin. Bld. (B/G)	9.45	0.00
Pritchard & Fallin, Inc. [0479]	12/21/2017	0000024249	1/11/2018	Filter Replacements in Sheriff/Gen Dist Ct Bld (B/G)	133.65	0.00
Northern Neck News [1188]	12/31/2017	00001339	1/11/2018	Public Hearing Notices (Planning), Public Hearing Notices (BOS)	559.60	0.00
J. D. Power [0420]	1/05/2018	000662555	1/11/2018	NADA Online Renewal, 1-1-18 thru 1 -1-19 (CofR)	265.00	0.00
Middle Peninsula Landfill [0403]	1/02/2018	0023400-2497	1/11/2018	Collection/Disposal (Solid Waste)	41,952.02	0.00
Galls, LLC [0310]	12/04/2017	008853484	1/11/2018	Uniform Pieces (EMS)	45.00	0.00
Galls, LLC [0310]	12/07/2017	008888783	1/11/2018	Uniform Pieces (Sheriff)	94.42	0.00
Galls, LLC [0310]	12/28/2017	009026324	1/11/2018	Uniform Pieces (EMS)	38.22	0.00

Richmond County

Accounts Payable Status Report

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Hall's Automotive [1184]	1/03/2018	01-03-18	1/11/2018	Vehicle Supplies (Sheriff)	222.22	0.00
Verizon [0621]	12/10/2017	0129 09Y	1/11/2018	Telecommunications (Rich. Co.)	71.19	0.00
Julie Stanley, @ Home Printing [2024]	12/18/2017	01553	1/11/2018	Envelopes (Cir. Ct. Clerk)	300.00	0.00
Xerox Corporation [0683]	1/01/2018	091683466	1/11/2018	Maintenance Service Contract (Circuit Court Clerk)	116.89	0.00
Xerox Corporation [0683]	1/01/2018	091683467	1/11/2018	Maintenance Service Contract (Sheriff)	41.06	0.00
Xerox Corporation [0683]	1/01/2018	091683468	1/11/2018	Maintenance Service Contract (Sheriff)	199.86	0.00
Xerox Corporation [0683]	1/01/2018	091683469	1/11/2018	Maintenance Service Contract (Comm. Attny.)	166.88	0.00
Xerox Corporation [0683]	1/01/2018	091683470	1/11/2018	Maintenance Service Contract (Treasurer)	157.09	0.00
Xerox Corporation [0683]	1/01/2018	091683473	1/11/2018	Maintenance Service Contract (CofR)	150.08	0.00
Xerox Corporation [0683]	1/01/2018	091683474	1/11/2018	Maintenance Service Contract (Voter Registration)	36.35	0.00
Pitney Bowes [0470]	12/08/2017	1005979277	1/11/2018	Postage Meter Supplies (IT)	209.90	0.00
Rutherford Supply [1683]	12/14/2017	1014905	1/11/2018	Janitorial Supplies (B/G)	696.74	0.00
Rutherford Supply [1683]	1/08/2018	1017233	1/11/2018	Janitorial Supplies (B/G)	572.40	0.00
Town of Warsaw [0577]	12/13/2017	1069	1/11/2018	Water/Sewer (Comm. Attny.)	99.00	0.00
Town of Warsaw [0577]	12/13/2017	1176	1/11/2018	Water/Sewer (New Courthouse)	99.00	0.00
Culpeper Engineering, P. C. [0261]	12/31/2017	11844	1/11/2018	Engineering Services for Tri-County Landfill	1,637.80	0.00
Hall's Automotive [1184]	12/11/2017	12-11-17	1/11/2018	Vehicle Repair (Sheriff)	40.00	0.00
Dominion Energy Virginia [1842]	1/03/2018	1261658601	1/11/2018	Electrical Services (Comm. Attny.)	194.39	0.00
Computer Telephone Technologies, Inc. [0250]	1/01/2018	12817	1/11/2018	Repair jacks in Clerks Office (IT)	129.50	0.00
Computer Telephone Technologies, Inc. [0250]	1/01/2018	12821	1/11/2018	Install and relocate network cables (IT)	1,038.00	0.00
Town of Warsaw [0577]	12/13/2017	1334	1/11/2018	Water/Sewer (Rescue Squad)	108.27	0.00

Richmond County

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Dominion Energy Virginia [1842]	12/28/2017	1424895033	1/11/2018	Electrical Services (Streetlights)	363.09	0.00
David's Auto [0268]	12/27/2017	16943	1/11/2018	Vehicle Repair (City Admin.)	333.75	0.00
Town of Warsaw [0577]	12/13/2017	1734	1/11/2018	Water/Sewer (Extension)	99.00	0.00
Comfort Consultants, Inc. [0240]	12/14/2017	1800	1/11/2018	Sensor Repair at EMS bld. (B/G)	124.28	0.00
GST Outfitters, LLC [2029]	10/04/2017	18691-1	1/11/2018	Uniform Pieces (Sheriff)	47.05	0.00
Middle Peninsula Juvenile Detention Commission [0402]	1/02/2018	20023483	1/11/2018	FY18 Quarterly Member Usage Fee	3,956.00	0.00
Town of Warsaw [0577]	12/13/2017	2094	1/11/2018	Water/Sewer (FDC)	99.00	0.00
Virginia Broadband, LLC [1168]	12/24/2017	221522341	1/11/2018	Telecommunications (IT)	119.99	0.00
Richmond Alarm Company [1219]	1/01/2018	225362	1/11/2018	Alarm Monitoring 01/01/18 - 03/31/18 (Museum-B/G)	87.00	0.00
FDM Tactical [2046]	10/12/2017	2269	1/11/2018	Uniform Pieces (EMS)	566.88	0.00
Town of Warsaw [0577]	12/13/2017	241	1/11/2018	Water/Sewer (Co. Admin & Museum)	198.00	0.00
Town of Warsaw [0577]	12/13/2017	246	1/11/2018	Water/Sewer (Courthouse)	297.00	0.00
Barbour Printing Services, Inc [0195]	12/27/2017	2524-17	1/11/2018	Envelopes (City Admin.)	100.49	0.00
Virginia Polytechnic Institute [0592]	1/04/2018	2nd Qtr. FY18	1/11/2018	2nd Qtr. FY18 Salary Payment for Extension (Salary/Fringe)	7,559.22	0.00
ThyssenKrupp Elevator [0572]	1/01/2018	3003612513	1/11/2018	Full Maintenance for Elevator (B/G) January-March 2018	1,136.23	0.00
Korman Signs, Inc. [0374]	12/14/2017	313860	1/11/2018	Street Signs (E911)	142.65	0.00
Korman Signs, Inc. [0374]	12/21/2017	314128	1/11/2018	Supplies for Street Signs (E911)	89.66	0.00
Quill Corporation [0482]	12/11/2017	3158462	1/11/2018	Office Supplies (City Admin.)	65.44	0.00
Sands Anderson PC [1085]	12/14/2017	323245	1/11/2018	Fees for Legal Services for City. Attny. through November 2017	6,679.50	0.00
Sands Anderson PC [1085]	1/08/2018	323841	1/11/2018	Fees for Legal Services for City. Attny. through December 2017	5,734.00	0.00
Quill Corporation [0482]	12/15/2017	3306629	1/11/2018	Office Supplies (Sheriff)	18.59	0.00
Quill Corporation [0482]	12/15/2017	3323226	1/11/2018	Office Supplies (Sheriff)	76.42	0.00
Quill Corporation [0482]	12/18/2017	3360660	1/11/2018	Office Supplies (CofR)	56.17	0.00

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Northern Neck Building Supply, Inc. [1087]	12/05/2017	345636	1/11/2018	Building Materials (B/G)	2.97	0.00
Quill Corporation [0482]	12/22/2017	3475295	1/11/2018	Office Supplies (Treasurer)	233.97	0.00
Quill Corporation [0482]	12/28/2017	3541395	1/11/2018	Office Supplies (Treasurer)	104.50	0.00
Quill Corporation [0482]	12/28/2017	3561454	1/11/2018	Office Supplies (Treasurer)	44.85	0.00
Quill Corporation [0482]	12/28/2017	3562103	1/11/2018	Office Supplies (City Admin.)	61.24	0.00
Quill Corporation [0482]	1/03/2018	3651002	1/11/2018	Office Supplies (Comm. Attny.)	24.78	0.00
Quill Corporation [0482]	1/03/2018	3676055	1/11/2018	Office Supplies (Comm. Attny.)	54.45	0.00
Quill Corporation [0482]	1/03/2018	3676153	1/11/2018	Office Supplies (EMS)	56.49	0.00
Jones & Bartlett Learning, LLC [2182]	12/20/2017	3761017	1/11/2018	EMT Class Materials (EMS)	3,633.19	0.00
Diamond Springs [1162]	12/15/2017	41001760	1/11/2018	Bottled Water (Comm. Attny.)	18.75	0.00
Dominion Energy Virginia [1842]	12/20/2017	4253327847	1/11/2018	Electrical Services (Rescue Squad)	543.58	0.00
Northern Neck Electric Cooperative [1082]	1/03/2018	42737	1/11/2018	Monthly Tower Rent	321.72	0.00
Logan Systems, Inc. [2037]	12/15/2017	50447	1/11/2018	Indexing (Clerk Cir. Ct.)	1,625.00	0.00
Dominion Energy Virginia [1842]	1/03/2018	5142813590	1/11/2018	Electrical Services (FDC)	479.19	0.00
Sanders Tire, Inc. [0526]	12/28/2017	51673	1/11/2018	Vehicle Repair (Sheriff)	158.29	0.00
Peninsula Radiological Associates [2129]	12/14/2017	5418*1738094	1/11/2018	Professional Services for Aaron Horton (EMS)	29.00	0.00
C & O Auto Parts [0217]	12/13/2017	545505	1/11/2018	Vehicle Parts (Sheriff)	6.27	0.00
C & O Auto Parts [0217]	12/15/2017	545722	1/11/2018	Vehicle Parts (Sheriff)	171.28	0.00
Tractor Supply Credit Plan - Dept. 30 [1445]	12/29/2017	603530120307	1/11/2018	Maintenance Supplies (B/G), K-9 Supplies (Sheriff)	159.52	0.00
Verizon [0621]	12/19/2017	6536 98Y	1/11/2018	Telecommunications (IT/CSU)	2,877.74	0.00
Verizon [0621]	12/13/2017	6678 51Y	1/11/2018	Telecommunications (Extension)	281.10	0.00
Dominion Energy Virginia [1842]	1/03/2018	6967336113	1/11/2018	Electrical Services (Maint. Garage)	103.29	0.00
Dominion Energy Virginia [1842]	1/03/2018	6995685994	1/11/2018	Electrical Services (Extension)	135.42	0.00
Dominion Energy Virginia [1842]	1/03/2018	7017329801	1/11/2018	Electrical Services (Maint. Shop)	63.68	0.00
Union First Market Bank - Cardmember Services [0448]	1/02/2018	7098	1/11/2018	Supplies, Miscellaneous (EMS)	49.01	0.00
Verizon [0621]	12/28/2017	7137 00Y	1/11/2018	Telecommunications (E911)	431.87	0.00

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Scott Machine Development Corp. [2160]	12/19/2017	72934	1/11/2018	Supplies for Engraving Machine (EMS)	71.94	0.00
Union First Market Bank - Cardmember Services [0448]	1/02/2018	7353	1/11/2018	Computer Supplies (IT), Batteries (EMS)	240.94	0.00
Verizon [0621]	12/19/2017	7610 99Y	1/11/2018	Telecommunications (Rich. Co.)	251.89	0.00
Dominion Energy Virginia [1842]	12/19/2017	8196385002	1/11/2018	Electrical Services (Courthouse)	2,403.68	0.00
Dominion Energy Virginia [1842]	12/19/2017	8203635001	1/11/2018	Electrical Services (Old Courthouse)	573.67	0.00
Lowe's Business Account [1092]	1/02/2018	821314702587	1/11/2018	Maintenance Supplies (B/G)	509.09	0.00
Dominion Energy Virginia [1842]	1/03/2018	8213382503	1/11/2018	Electrical Services (Cty. Admin.)	242.17	0.00
Metrocast Communications [1467]	12/21/2017	828215008000	1/11/2018	Telecommunications (Sheriff/IT)	144.95	0.00
Dominion Energy Virginia [1842]	1/03/2018	8293547504	1/11/2018	Electrical Services (Museum)	215.07	0.00
Dominion Energy Virginia [1842]	12/19/2017	8798543768	1/11/2018	Electrical Services (New Courthouse)	1,471.66	0.00
Verizon [0621]	12/13/2017	9357 50Y	1/11/2018	Telecommunications (Cty. Admin.)	360.53	0.00
Verizon Wireless [0623]	12/23/2017	9798653093	1/11/2018	Telecommunications (IT/EMS) Acct. #: 521727710-00001	360.19	0.00
Verizon Wireless [0623]	1/06/2018	9799331467	1/11/2018	Telecommunications (Sheriff/IT) Acct. #: 219440167-00001	1,130.00	0.00
Verizon Wireless [0623]	1/06/2018	9799331468	1/11/2018	Telecommunications (Sheriff/IT) Acct. #: 219440167-00002	327.70	0.00
Northern Neck Planning District Commission [0445]	12/31/2017	December	1/11/2018	EMS Billing Services	1,049.45	0.00
Richard Hinson Exterminating [0501]	12/08/2017	December	1/11/2018	Exterminating Services for EMS Building (B/G)	35.00	0.00
Town of Warsaw [0577]	12/31/2017	December	1/11/2018	Collection/Disposal (Solid Waste)	1,049.22	0.00
Riteway Recycling [0518]	12/31/2017	December	1/11/2018	Recycling (Solid Waste)	3,855.00	0.00
Richard Hinson Exterminating [0501]	12/08/2017	December	1/11/2018	Exterminating Services at the Sheriffs Office (B/G)	35.00	0.00
Robinson Farmer and Cox Associates [1130]	1/09/2018	FY17 Audit	1/11/2018	FY17 Audit (BOS)	33,585.00	0.00

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Richmond County Volunteer Fire Department [0514]	1/01/2018	FY17-18 3rd	1/11/2018	FY17-18 3rd Qtr. Contribution	22,500.00	0.00
Richmond County Health Department [0509]	1/01/2018	FY17-18 3rd	1/11/2018	3rd Qtr. FY17-18 Contribution	31,250.00	0.00
MP-NN Community Services Board [0418]	1/01/2018	FY17-18 3rd	1/11/2018	3rd Qtr. FY17-18 Contribution	7,500.00	0.00
Richmond County Public Library [0512]	1/01/2018	FY17-18 3rd	1/11/2018	3rd Qtr. - FY17-18 Contribution	23,040.00	0.00
Blue360 Media [2183]	10/01/2017	INV-1311	1/11/2018	Virginia Criminal & Traffic Law Manual (Sheriff)	60.25	0.00
Richard Hinson Exterminating [0501]	1/01/2018	January 2018	1/11/2018	Exterminating Services (B/G)	240.00	0.00
Welch-Marks Funeral Home [0678]	1/09/2018	K. Caronia	1/11/2018	Exterminating Services (Extension)	695.30	0.00
Elavon [2076]	11/30/2017	M7334101698	1/11/2018	Unclaimed Body Cremation Fee	13.38	0.00
Webb, H M [0062]	12/31/2017	November & Richmond	1/11/2018	Merchant Fees for November 2017 (Cir. Ct. Clerk)	36.00	0.00
Tidewater District Commissioners of the Revenue [0988]	1/01/2018	Richmond	1/11/2018	Newspaper Subscription (BOS)	20.00	0.00
USBANCORP - Voting Machines [2014]	12/15/2017	346356389	1/16/2018	2018 Membership Dues (CofR)	8,807.80	0.00
Union Bank & Trust [2102]	1/05/2018	7401463691	1/16/2018	Leasing on Voting Machines (Debt Service)	23,514.88	0.00
U.S. Bank [1673]	12/13/2017	824229	1/16/2018	Interest Payment on EMS/Animal Shelter Loan (Debt Service)	2,902.49	0.00
U.S. Bank [1673]	12/18/2017	831836	1/16/2018	School Bond Series 1998 (VPSA)	131,661.25	0.00
Pritchard & Fallin, Inc. [0479]	1/10/2018	0000024399	1/18/2018	School Bond Series 2012B (VPSA)	115.15	0.00
Pritchard & Fallin, Inc. [0479]	1/12/2018	0000024502	1/18/2018	Service Call in Co. Admin Office (B/G)	370.07	0.00
ARC3 Gases [1962]	12/31/2017	00018296	1/18/2018	Defrost Control Replacement (B/G)	283.50	0.00
Galls, LLC [0310]	1/03/2018	009057612	1/18/2018	Medical Supplies (EMS)	48.39	0.00
H & H Distributing Co., Inc. [0332]	1/11/2018	06258	1/18/2018	Uniform Pieces (EMS)	76.55	0.00
Lynn, Barbara [0009]	12/29/2017	12-29-17	1/18/2018	Bottled Water (Cty. Admin.)	124.00	0.00
				Uniform Alterations (EMS)		

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BCN Telecom, Inc. [2155]	1/01/2018	22418869	1/18/2018	Telecommunications (IT)	86.85	0.00
Doggett Disposal Systems, Inc. [0276]	1/09/2018	2279	1/18/2018	Telecommunications (Extension)	2,521.12	0.00
Treasurer of Virginia - Levy on Permit Fees [0580]	1/03/2018	2nd Qtr 2018	1/18/2018	Telecommunications (CSU)	142.20	0.00
South East Sales, Inc. [0539]	1/07/2018	4389	1/18/2018	Collection/Disposal	450.00	0.00
Logan Systems, Inc. [2037]	1/15/2018	50520	1/18/2018	Building Permit Surcharge (Build. Insp.)	1,625.00	0.00
NobleIt/Ware/Peoples [0437]	1/08/2018	514127	1/18/2018	Annual Software Maintenance	323.96	0.00
Peninsula Radiological Associates [2129]	1/04/2018	5418*1738590	1/18/2018	Training (Sheriff)	67.00	0.00
Purchase Power [0480]	1/07/2018	800090000436	1/18/2018	Indexing (Clerk Cir. Ct.)	58.99	0.00
Thomson Reuters - West [1209]	1/04/2018	837541043	1/18/2018	Fuel Oil (EMS)	263.00	0.00
SHI International Corp [2134]	1/04/2018	B07585659	1/18/2018	Postage (Commonwealth Atty)	800.00	0.00
SHI International Corp [2134]	1/10/2018	B07602833	1/18/2018	Subscription (Comm. Attny.)	160.00	0.00
Quicke, R. Morgan [1680]	1/16/2018	December	1/18/2018	Computer Equipment (IT)	120.38	0.00
Sanders, Garnet L. [1855]	1/16/2018	January 2018	1/18/2018	Computer Equipment (IT)	121.75	0.00
Town of Warsaw [0577]	1/16/2018	January 2018	1/18/2018	Mileage Reimbursement (Cty. Admin.)	5,894.42	0.00
Pierson, Cheryl B. [1367]	1/17/2018	January 2018	1/18/2018	Reimbursement for EMT Class (EMS)	161.11	0.00
Marsh, Susan M. [0129]	1/17/2018	January 2018	1/18/2018	Local Sales Tax	63.32	0.00
Earl Jenkins Masonry [1054]	1/18/2018	January 2018	1/18/2018	Reimbursement for Special Grand Jury Lunch Expenses (Comm. Attny.)	1,083.00	0.00
Treasurer of Virginia - Office of the Chief Medical Examiner [1228]	1/09/2018	Mark Jett	1/18/2018	Reimbursement for Office Supplies (Cir. Ct. Clerk)	20.00	0.00
Virginia Government Finance Officers' Association [1917]	1/01/2018	R. Morgan	1/18/2018	Snow Removal (B/G)	45.00	0.00
Virginia Information Technologies Agency [0813]	1/17/2018	T410355	1/18/2018	Medical Examiner Case	105.75	0.00

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Colonial Life & Accident Ins. [02338]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - Colonial Life, Colonial Deduction	377.49	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - SwtVA	1,933.00	0.00
Virginia Retirement System [0650]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - VRS Benefit, VRS Group Life Ins, VRSPT	7,516.40	0.00
Nationwide Retirement Solutions [0762]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - Nationwide Retirement Solutions	175.00	0.00
Anthem Blue Cross and Blue Shield - Monthly Insurance [2026]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - Anthem Ben, Anthem Ded	7,417.00	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - EmpFica, EmpFicaMed, FWT	10,812.18	0.00
Benefit Solutions, Inc. [2131]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - FSA	125.00	0.00
VACoRP [0608]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - DisabilityVRS	52.12	0.00
ICMA-RC - zHybrid [1825]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - DC401Benefit, DC401PT, DC457Benefit, DC457PT	201.24	0.00
VALIC [0610]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - VALIC	300.00	0.00
Washington National Insurance Company [1892]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - WashingtonNational	58.60	0.00
AFLAC [0164]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (DSS) - AFLAC	40.40	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SEA) - SwtVA	14.00	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SEA) - EmpFica, EmpFicaMed, FWT	182.10	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SES) - EmpFica, EmpFicaMed	133.12	0.00

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Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SES) - SwtVA	10.00	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (RCCA) - EmpFica, EmpFicaMed	45.90	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (RCCA) - SwtVA	10.00	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SAA) - SwtVA	29.00	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 (SAA) - EmpFica, EmpFicaMed, FWT	304.40	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	NOEFT - EMS Holiday Pay July - December 2017 - EmpFica, EmpFicaMed, FWT	672.50	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	NOEFT - EMS Holiday Pay July - December 2017 - SwtVA	69.00	0.00
Virginia Department of Taxation [0637]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - SwtVA	8,811.50	0.00
Virginia Retirement System [0650]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - VRS Benefit, VRS Group Life Ins, VRSPT	32,850.57	0.00
Anthem Blue Cross and Blue Shield - Monthly Insurance [2026]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - Anthem Ben, Anthem Ded	43,603.67	0.00
U.S. Dept. of Treasury - Federal Deposits [2027]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - EmpFica, EmpFicaMed, FWT	52,076.00	0.00
Minnesota Life [0986]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - Minnesota Life	144.34	0.00
Benefit Solutions, Inc. [2131]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - FSA	650.01	0.00
VACoRP [0608]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - DisabilityVRS	82.11	0.00
ICMA-RC - zHybrid [1825]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - DC401Benefit, DC401PT, DC457Benefit, DC457PT	533.21	0.00

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Colonial Life & Accident Ins. [0238]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - Colonial Deduction, Colonial Life	1,037.13	0.00
Nationwide Retirement Solutions [0762]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - Nationwide Retirement Solutions	1,936.50	0.00
Nationwide Funds [0430]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - NAS Deduction	25.00	0.00
AFLAC [0164]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - AFLAC, AFLAC Life	839.28	0.00
Washington National Insurance Company [1892]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - WashingtonNational	108.30	0.00
Treasurer of Virginia - Child Support [0584]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - Child Support	793.45	0.00
VALIC [0610]	12/22/2017	2017-12	1/21/2018	Payroll - December 2017 - VALIC	500.00	0.00
Innovative Images [1158]	1/22/2018	5839	1/23/2018	Parking Signs (B/G)	70.00	0.00
Palmetto GBA [1820]	1/25/2018	190002091	1/26/2018	Medicare Revalidation Fee (EMS Billing)	569.00	0.00
Minnesota Life [0986]	1/25/2018	2018-01	1/29/2018	Payroll - January 2018 - Minnesota Life	144.34	0.00
Minnesota Life [0986]	1/25/2018	2018-01	1/29/2018	Payroll - January 2018 - addit'l premium amount for Coates and Gray (will adjust February payroll)	43.71	0.00
Virginia Retirement System [0650]	1/25/2018	2018-01	1/29/2018	Payroll - January 2018 (Coggsdale, Zimmer, rounding difference)	1,106.40	0.00
Union First Market Bank - Warsaw Branch [1948]	1/25/2018	January 2018	1/29/2018	Benefit of Morgan Quicke-County & Employee HDHP Contr. to HSA - January 2018 Payroll Deduction	62.00	0.00
Union Bank & Trust [2102]	1/01/2018	7401463683	1/31/2018	1st Interest payment for FY18 RAN	16,625.00	0.00
Report Total:					604,155.60	0.00