



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Fluvanna County Library, 214 Commons Blvd.

Palmyra, VA 22963

September 16, 2020 at 7:00 pm

Physical (in-person) access to the meeting will be limited to the first 20 members of the public who sign up in advance to attend. **Those wishing to attend must call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org with your name, address and phone number no later than 1 hour prior to the meeting.** Proof of identification will be required upon arrival and facemasks will be required.

TAB	AGENDA ITEMS
1	CALL TO ORDER
2	PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
3	ADOPTION OF AGENDA
4	COUNTY ADMINISTRATOR'S REPORT
5	PUBLIC COMMENTS #1 (5 minutes each)
6	PUBLIC HEARING
A	SUP 20:01 Central Virginia Electric Cooperative – Douglas Miles, Community Development Director
B	Supplemental Appropriation of FY21 CARES Act Funding – Mary Anna Twisdale, Director of Finance
C	Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property – Eric Dahl, County Administrator
7	ACTION MATTERS
D	Community Service Award Resolution – Jacqueline A. Meyers – Eric M. Dahl, County Administrator
E	Historic Courthouse Historical Marker – Memorandum of Agreement with VDOT – Eric Dahl, County Administrator
F	Memorandum of Agreement Between the County of Fluvanna and the Economic Development Authority of Fluvanna County – CARES Act – Eric Dahl, County Administrator
G	Public Hearing Advertisement for FY21 ZXR Budget Amendment – Liz Mclver, Management Analyst
7A	APPOINTMENTS
H	Board, Commission, and Committee Appointments – Caitlin Solis, Clerk to the Board
8	PRESENTATIONS (normally not to exceed 10 minutes each)
I	VDOT Quarterly Report – Bethel Kefyalew, Assistant Residency Administrator
J	November 3 rd Election Presentation – Joyce Pace, Registrar
9	CONSENT AGENDA
K	Minutes of September 2, 2020 – Caitlin Solis, Clerk to the Board
L	Community Planning Month Proclamation – Douglas Miles, Community Development Director
M	Waiver of Fees for Registrar Office Sign Permit – Eric Dahl, County Administrator

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- N Upper Breemo Agricultural/Forestal District Review and Renewal – Brad Robinson, Senior Planner
- O Carysbrook WWTP - UV Disinfection Expansion Project Agreement #2 – Cyndi Toler, Purchasing Officer
- P Accounts Payable Report for August 2020 – Liz McIver, Management Analyst

10 – UNFINISHED BUSINESS

- Q Local Allocations for Federal CARES Coronavirus Relief Funds – Eric Dahl, County Administrator

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

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*For the Hearing-Impaired – Listening device available in the Board of Supervisors Room upon request. TTY access number is 711 to make arrangements.
For Persons with Disabilities – If you have special needs, please contact the County Administrator's Office at 591-1910.*

PLEDGE OF ALLEGIANCE

I pledge allegiance, to the flag,
of the United States of America,
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

GENERAL RULES OF ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

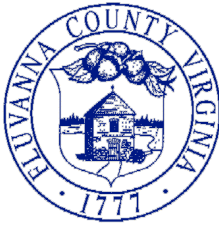
1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

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**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB A

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	SUP 20:01 Central Virginia Electric Cooperative				
MOTION(s):	I move that the Board of Supervisors (Approve/deny/defer) SUP 20:01, a request to construct a major utility (electrical substation) on Tax Map 39, Section A, Parcel 34A, subject to the seven (7) conditions listed in the staff report.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Douglas Miles, Community Development Director				
PRESENTER(S):	Douglas Miles, Community Development Director				
RECOMMENDATION:	At their meeting on September 8, 2020, the Planning Commission recommended Approval of SUP 20:01 (5-0); Mrs. Murray-Key moved to recommend approval and Mr. Lagomarsino seconded along with the seven (7) conditions. AYES: Bibb, Johnson, Murray-Key, Zimmer and Lagomarsino.				
TIMING:	Immediate decision requested at current meeting.				
DISCUSSION:	Request for a Special Use Permit (SUP) to construct an electrical substation (major utility) on Tax Map 39, Section A, Parcel 34A.				
FISCAL IMPACT:					
POLICY IMPACT:	<p>The Board of Supervisors may:</p> <ul style="list-style-type: none"> • Approve this request, allowing an electrical substation; OR • Deny this request, preventing an electrical substation; OR • Defer this request and make a final decision at a later date. 				
LEGISLATIVE HISTORY:	Review of proposed commercial in accordance with Chapter 22, Article 9 of the Fluvanna County Code (Zoning Ordinance: Uses permitted by special use permit) Planning Commission reviewed the request on September 8, 2020.				
ENCLOSURES:	Staff Report (with accompanying attachments)				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



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BOARD OF SUPERVISORS STAFF REPORT

To: Fluvanna County Board of Supervisors
Case Number: SUP 20:01 CVEC
Tax Map: Tax Map 39, Section A, Parcel 34A

From: Douglas Miles, AICP, CZA
District: Fork Union
Date: September 16, 2020

General Information: This Special Use Permit request is to be heard by the Board of Supervisors on Wednesday, September 16, 2020 at 7:00 pm at the Fluvanna County Library.

Applicant: Central Virginia Electric Cooperative

Owner: Central Virginia Electric Cooperative

Representative: Massie Saunders, Jr. of Saunders' Surveys, Inc.

Requested Action: Request for a Special Use Permit (SUP) to construct an electrical substation (major utility) on Tax Map 39, Section A, Parcel 34A. (Attachment A)

Location: The subject property is located on the south side of West River Road (Route 6), approximately 0.5 miles west of the intersection with Rolling Road South (State Route 620). The parcel is within the Rural Residential Planning Area and the Fork Union Election District.

Existing Zoning: A-1, General Agricultural Zoning District (Attachment B)

Existing Land Use: Vacant (Attachment C)

Planning Area: Rural Residential Planning Area

Adjacent Land Use: The adjacent properties are all zoned A-1 and they are farm tracts or have single-family dwellings or are vacant parcels.

Neighborhood Meeting:

A virtual neighborhood meeting was held on Wednesday, August 26, 2020. There were four (4) CVEC staff members and the applicant's representative, Massie Saunders, Jr. on the phone call. There were no callers from the general public on the phone call. However, Mr. Miles discussed with the CVEC staff members and their representative the need to screen the proposed land use.

The Evergreen Screening Option under Section 22-24-7 (B) (1) has been selected that includes: *Two (2) rows of evergreen trees shall be planted ten (10) feet on center and staggered within a planting strip that is twenty-five (25) feet wide.* Note: Evergreen trees will not be planted in the transmission right-of-way area but existing trees will be maintained, where possible, on the site.

Comprehensive Plan:**Land Use:**

The Comprehensive Plan designates this property as within the Rural Residential Planning Area. The 2015 Plan states: *Rural residential areas are linked to the rural cluster community element and generally surround the six community planning areas. Rural residential areas conserve open space by clustering development or developing on larger lots. Projects should achieve the goal of preserving as much open space, and thus rural character, as possible.* CVEC has maintained a rural residential atmosphere in the general vicinity with their current electrical substation located north of Route 6 and they plan to do the same on the subject property with this SUP case request.

Analysis:

This is a special use permit request for a new electrical substation site to be operated by the Central Virginia Electric Cooperative, also known as CVEC. The new substation is needed since their existing substation on the north side of Route 6 is at capacity and they need additional space for the proposed Firefly broadband fiber hut. Electrical substations are used to increase the electrical voltage from the generating plant and to reduce transmission losses over long distances.

The proposed land use is classified as a Major Utility and is defined in the Zoning Ordinance as:

Utility, major: Facilities for the distribution, collection, treatment, production, transmission and generation of public, private and central utilities including, but not limited to, transmission lines, production plants, electrical substations, pumping stations, treatment facilities, information and communication facilities.

Major utilities are permitted by SUP in the A-1 Zoning District and are subject to an approved site development plan. The applicant's representative has provided the concept plan details that are sufficient to move forward beyond a Sketch Plan to submit a Site Development Plan for the proposed electrical substation and associated equipment, provided this SUP request is approved.

When evaluating proposed land uses through a Special Use Permit, in addition to analyzing any potential adverse impacts of the proposed use, planning staff utilizes three (3) general guidelines for evaluation as set forth in the Zoning Ordinance under Section 22-17-4 Special Use Permits:

The proposed use shall not tend to change the character and established pattern of the area or community in which it proposes to locate.

The surrounding area contains an existing CVEC electrical substation on the north side of Route 6, the west side of the property adjoins Dominion Energy's high-tension transmission lines and the south and east sides adjoin the Davis farm. The existing trees and shrubs will be maintained on site, where possible, and additional evergreen trees will be planted on site in order to screen the proposed use from surrounding properties and from the public right-of-way as required by the Zoning Ordinance.

The proposed use shall be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use and/or the value of neighboring properties.

Major utilities are allowed by SUP in the A-1 Zoning District and by-right uses that are similar in operation to this request, include minor utilities that are also defined in the Zoning Ordinance as:

Utility, minor: Facilities for the distribution and collection of public, private and central utilities including poles, lines, transformers, pipes, meters, information and communication distribution lines.

Section 22-1-2 of the Zoning Ordinance states that *its purpose is to promote the health, safety or general welfare of the public as well as to facilitate the creation of a convenient, attractive and harmonious community.* Planning staff has worked with the applicant to have the proposed use to comply with all requirements of the Zoning Ordinance to continue to provide electrical power.

The applicant shall submit with the application a current survey of the subject property and a sketch plan of all proposed improvements.

Saunders' Surveys, Incorporated, the applicant's representative, has provided a current survey of the subject property that illustrates all of the proposed improvements for the electrical substation. The site survey was last revised on July 30, 2020 following Planning comments to address some of the Zoning Ordinance requirements and it includes the proposed broadband fiber hut structure.

(Attachment D)

Technical Review Committee:

Please find a summary of the Technical Review Committee (TRC) member comments during the regular TRC meeting that was held on Thursday, August 13, 2020 via a conference call and a specially called TRC meeting that was held on January 29, 2020 with the CVEC staff members:

Jason Overstreet, Planner / GIS Technician indicated that if he could receive the four (4) acre survey plat information in a digital format from the applicant's surveyor that he could update the County GIS parcel layer and a Tax Map number can be assigned to it for the new subject parcel.

Andy Wills, CBO, Building Official provided his general Building Code comments for the generator, concrete pad, equipment shelter and fiber hut. He stated a Building Permit would be needed and he indicated he could receive the construction plans to provide any further comments.

Roger Black, Erosion and Sediment Control (E&SC) Plans Reviewer he provided his comments on January 29th relative to the erosion and sediment control measures and for on-site retention purposes. He indicated that it is a flat site and he did not have any comments on the Special Use Permit (SUP) request and that he could review an E&SC plan following the SUP review process.

John Wilson, PE, Land Use Engineer, VDOT – Louisa Residency he provided general comments on January 29th that VDOT would look at the Low volume commercial entrance standards and Access management for the proposed and existing entrances on that are on either side of Route 6. He requested to meet on-site with Massie Saunders, Jr. to perform additional site entrance work.

Douglas Miles, AICP, CZA, Community Development Director provided his comments based upon the Zoning Ordinance requirements and the recommended Special Use Permit conditions typically used for electrical substation use requests in Fluvanna County for compliance purposes.

I provided a letter to the Davis' and to Bruce Maurhoff, CVEC which indicated that an SUP is required to permit Major Utilities (electrical substation) in the A-1 zoning district. Please be advised that a Firefly fiber broadband hut would be permitted within the proposed electrical substation compound as an accessory use. The Special Use Permit Staff Report will contain recommended conditions addressing standard requirements such as site screening, from the public right-of-way with landscaping materials, but screening materials would not be within the transmission right-of-way.

(Attachment E)

Planning Commission:

The Planning Commission reviewed the SUP request at their meeting on September 8, 2020 and no citizens spoke during the public hearing. The Planning Commission members voted 5-0 to recommend Approval along with the seven (7) recommended conditions. Mrs. Murray-Key moved to recommend Approval of the SUP request and Mr. Lagomarsino seconded the motion.

Conclusion:

The Board of Supervisors should consider any potential adverse impacts, such as limited service vehicle traffic entering and exiting the site, noise or visual clutter, and whether the screening requirements of the Zoning Ordinance will mitigate any potential impacts. Please be advised that during the Neighborhood Meeting, held virtually on August 26th, that no one from the general public called in with any concerns with the proposed electrical substation land use request. Also, there were no public comments provided during the Planning Commission's Public Hearing on September 8, 2020 at the Fluvanna Public Library.

Recommended Conditions:

If approved, The Planning Commission and County Staff recommend the following conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance shall be submitted for administrative approval.
2. The site shall be screened from view in accordance with the requirements of Section 22-24-7 of the Fluvanna County Zoning Ordinance and screening will not be required within the transmission right-of-way.
3. Any lighting shall not be directed toward the adjacent properties and it shall comply with Article 25 Outdoor Lighting Control of the Fluvanna County Zoning Ordinance.
4. Any noise shall comply with Chapter 15.1 of the Fluvanna County, Virginia Code.
5. The site shall be maintained in a neat and orderly manner so that the visual appearance from the public right-of-way and adjacent properties is acceptable to County officials.
6. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time.
7. Under Section 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

Suggested Motion:

I move that the Board of Supervisors (Approve/deny/defer) SUP 20:01, a request to construct a major utility (electrical substation) on Tax Map 39, Section A, Parcel 34A, subject to the seven (7) conditions listed in the staff report.

Attachments:

- A – Application and APO letter
- B – Zoning Map
- C – Aerial Vicinity Map
- D – Applicant’s site plan
- E – TRC comment letter

Copy: Massie Saunders, Jr. via email – massie@saunderssurveys.com
File



COUNTY OF FLUVANNA

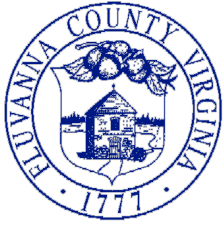
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BOS 2020-09-16 p.13/266
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(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: August 31, 2020
From: Valencia Porter
To: Douglas Miles
Subject: SUP 20:01 Board of Supervisors

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the September 16, 2020 Board of Supervisors meeting.



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NOTICE OF PUBLIC HEARING

August 31, 2020

«Name»
«Address»
«City_State» «ZIP»
TMP#«TMP»

Re: Public Hearing on SUP 20:01

Dear «Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item as noted below:

Purpose: Board of Supervisors Public Hearing
Day/Date: Wednesday, September 16, 2020
Time: 7:00 PM
Location: Fluvanna County Library, Palmyra, VA

The applicant or applicant's representative will be available at the Board of Supervisors meeting for the request that is described as follows:

SUP 20:01 Central Virginia Electric Cooperative – A request for a special use permit to construct an electrical substation (major utility) on 4 acres known as Tax Map 39, Section A, Parcel 34A. The property is located on the south side of West River Road (Route 6), approximately 0.5 miles west of the intersection with Rolling Road South (State Route 620). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Fork Union Election District.

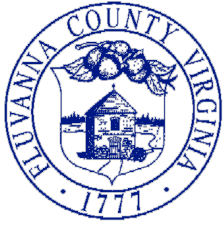
You are welcome to attend the public hearing and will have an opportunity to comment, if desired. If the Board of Supervisors meeting is held "virtually", as has been practice of the County in recent months due to the COVID-19 pandemic, instructions for participation in the public hearing will be available on the County's website (<http://www.fluvannacounty.org>) along with the tentative agenda and staff reports for these applications. You can also contact the Fluvanna County Planning and Zoning Department during working hours, 8:00 am – 5:00 pm, Monday through Friday.

If you have questions regarding this application or Public Hearing, please contact me at 434-591-1910 or at dmiles@fluvannacounty.org to provide any written comments.

Sincerely,

Douglas Miles

Douglas Miles, AICP, CZA
Community Development Director



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NOTICE OF PUBLIC HEARING

August 31, 2020

«Name»
«Address»
«City_State» «ZIP»
TMP#«TMP»

Re: Public Hearing on SUP 20:01

Dear «Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item as noted below:

Purpose: Board of Supervisors Public Hearing
Day/Date: Wednesday, September 16, 2020
Time: 7:00 PM
Location: Fluvanna County Library, Palmyra, VA

The applicant or applicant's representative will be available at the Board of Supervisors meeting for the request that is described as follows:

SUP 20:01 Central Virginia Electric Cooperative – A request for a special use permit to construct an electrical substation (major utility) on 4 acres known as Tax Map 39, Section A, Parcel 34A. The property is located on the south side of West River Road (Route 6), approximately 0.5 miles west of the intersection with Rolling Road South (State Route 620). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Fork Union Election District.

You are welcome to attend the public hearing and will have an opportunity to comment, if desired. If the Board of Supervisors meeting is held "virtually", as has been practice of the County in recent months due to the COVID-19 pandemic, instructions for participation in the public hearing will be available on the County's website (<http://www.fluvannacounty.org>) along with the tentative agenda and staff reports for these applications. You can also contact the Fluvanna County Planning and Zoning Department during working hours, 8:00 am – 5:00 pm, Monday through Friday.

If you have questions regarding this application or Public Hearing, please contact me at 434-591-1910 or at dmiles@fluvannacounty.org to provide any written comments.

Sincerely,

Douglas Miles

Douglas Miles, AICP, CZA
Community Development Director



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP)

8/11/20
PDP IV
Central Virginia Electric Cooperative

For CVEC's

Owner of Record: William E. & Anne C. Davis

Applicant of Record: P. Massie Saunders, Jr. Saunders' Surveys, Inc.

Address: P.O. Box 692, Scottsville, Va. 24590

Address: 329 Crabtree Falls Hwy, Roseland, Va. 22967

Phone: 434-266-2996 Fax:

Phone: 434-277-8574 Fax:

Email:

Email: massie@saunderssurveys.com

Representative: Phillip D. Payne IV

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Address: POB 299 Lovingson, Va 22949

Phone: 434 263 5555 Fax:

Email: phillip.payne@philip.paynelaw.com

If property is in an Agricultural Forestal District, or Conservation Easement, please list information here:

Tax Map and Parcel(s) 39-A-34A

Acreage 4.000 Ac. Zoning A-1
South side of Rt. #60, across

Deed Book and Page: D.B. 395, Pg. 460

Location of Parcel: road from existing CVEC substation, 0.4 miles southwest of Rt. #620

If any Deed Restrictions, please attach a copy

Request for an SUP for the purpose of: electric substation and high speed internet site

*Ten copies of a sketch plan (8.5x11 inches or 11x17 inches) must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 7/30/20 Signature of Owner/Applicant: William E. Davis

Anne C. Davis

Subscribed and sworn to before me this 30th day of July, 20

Notary Public: Joyce H. Saunders Register # 156728

My commission expires: June 30, 2021

JOYCE H. SAUNDERS
NOTARY PUBLIC
REGISTRATION # 156728
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES
JUNE 30, 2021

Certification: Date:

Office Use Only	
Date Received: <u>7/30/20</u>	Pre-Application Meeting: _____
PH Sign Deposit Received: <u>7/30/2020 \$1527.90</u>	Application #: SUP <u>20-0002</u>
\$800.00 fee plus mailing costs paid: <u>115/26 = \$840.00</u> Mailing Costs: \$20.00 Adjacent Property Owner (APO) after 1st 15, Certified Mail	
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____	
Telecommunications Tower fee plus mailing costs paid: _____	Telecom Consultant Review fee paid: _____
Election District: <u>Fork Union</u>	Planning Area: <u>Rural Preservation</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: _____	Advertisement Dates: _____
APO Notification: _____	APO Notification: _____
Date of Hearing: _____	Date of Hearing: <u>JUL 30 2020</u>
Decision: _____	Decision: _____

RECEIVED

Fluvanna County
Planning Dept



Commonwealth of Virginia
County of Fluvanna
Public Hearing Sign Deposit

Name: CVEC P. Massie Saunders, Jr., Agent
Address: 329 Crabtree Falls Hwy
City: Roseland
State: Va. Zip Code: 22967

I hereby certify that the sign issued to me is my responsibility while in my possession. Incidents which cause damage, theft, or destruction of these signs will cause a partial or full forfeiture of this deposit.

P. Massie Saunders Jr 7/29/2020
Applicant Signature Date

*Number of signs depends on number of roadways property adjoins.

OFFICE USE ONLY	
Application #: BZA _____ : CPA _____ : SUP <u>20</u> : <u>0001</u> ZMP _____ : ZTA _____ :	
\$90 deposit paid per sign*: <u>7/30/2020</u> <u>#15127</u>	Approximate date to be returned:

Describe briefly the **improvements** proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

Construction of a new entrance off of Rt. #6, West River Road to serve a proposed electrical substation and a high speed internet site. The proposed substation will be enclosed by a 6' chain link fence. The proposed internet site will be on the east end of the site. A prefab 10'x20' building will be constructed on site.

NECESSITY OF USE: Describe the reason for the requested change.

There is a high demand for electricity in the area and a new substation is needed. Also, CVEC is providing high speed internet to their customers and a "hub" is needed at the site with the 10'x20' building, generator, and propane tank (backup power during outages).

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

The west side of the property adjoins Dominion's High Tension Power Lines. The north side is adjacent to Rt. 6 and the existing trees are proposed to remain on a landscape buffer will be planted. Trees and/or landscape buffers will be utilized on the south & east sides.

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

Additional electrical service to the community. High speed internet to CVEC customers.

PLAN: Furnish plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and may be required with the application. Remarks:

[Empty box for plan and remarks]

**Commonwealth of Virginia
County of Fluvanna
Special Use Permit Checklist**

The following information shall be submitted with the application and is to be provided by the applicant for the processing of the application:

Applicant must supply	Staff Checklist
Completed Special Use Permit signed by the current owner(s) or lessee or written confirmation from the current owner or lessee granting the right to submit the application	
Ten (10) copies of a Site Plan for any expansion or new construction Include: <ul style="list-style-type: none"> • Plot plan or survey plat at an appropriate scale • Location and dimension of existing conditions and proposed development • <i>Commercial and Industrial Development:</i> parking, loading, signs, lighting, buffers and screening • Copy of the Tax Map showing the site (preferred) • General Location Map (preferred) 	
Supporting photographs are not required, but suggested for evidence	

All maps and plans submitted are to be either 8.5"x 11" or 11"x 17". One original of any size may be for staff use at the public hearing.

Staff Only	Staff Checklist
Preliminary review by planning staff for completeness and content: <ul style="list-style-type: none"> • Technical Review Committee review and comment • Determine all adjacent property owners • Placed as a Public Hearing on the next available agenda of the Planning Commission. 	
Notification of the scheduled Public Hearing to the following: <ul style="list-style-type: none"> • Applicant • All adjacent property owners • Local Newspaper advertisement 	
Staff Report to include, but not be limited to: <ul style="list-style-type: none"> • General information regarding the application • Any information concerning utilities or transportation • Consistency with good planning practices • Consistency with the comprehensive plan • Consistency with adjacent land use • Any detriments to the health, safety and welfare of the community. 	

Page 5 of 5

For Applicant

The Special Use Permit application fee is made payable to the **County of Fluvanna**.

Meetings for the processing of the application

Applications must be submitted by the first working day of the month to have the process start that month. Applications received after the first working day will have the process start the following month.

Process:

1. Placed on next available Technical Review Committee Agenda.
2. Placed as a Public Hearing on the next available agenda of the Planning Commission the following month. Staff Report and Planning Commission recommendation forwarded to the Board.
3. Placed as a Public Hearing on the next available agenda of the Board of Supervisors (usually the same month as the Planning Commission).

Applicant or a representative must appear at the scheduled hearings.

The Technical Review Committee provides a professional critique of the application and plans. The Planning Commission may recommend to the Board of Supervisors: approval; approval subject to resubmittal or correction; or denial of the special use permit.

Board Actions

After considering all relevant information from the applicant and the public, the Board will deliberate on points addressed in the Staff Report.

The Board may approve; deny; or defer the request pending further consideration; or remand the case back to the Planning Commission for further consideration.

With **approval**, the development may proceed.

if **denied**, an appeal to the Courts may be prescribed by law

No similar request for a Special Use Permit for the same use at the same site may be made within one year after the denial.



RECEIVED

JUL 30 2020

Fluvanna County
Planning Dept

July 29, 2020

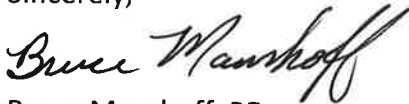
Douglas Miles
Director of Community Development
PO Box 540
Palmyra, VA 22963

Dear Mr. Miles:

Central Virginia Electric Cooperative is writing the Fluvanna County Planning and Zoning department to provide notice that Mr. Massie Saunders, Saunders Surveys is authorized to represent CVEC in the submission and approval process of a special use permit for the development of an electric substation and fiber communication building in the Kidds Store area.

Thank you for your cooperation.

Sincerely,

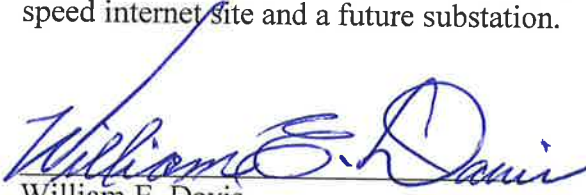


Bruce Maurhoff, PE
Sr. VP & Chief Operating Officer

William E. & Anne C. Davis
P. O. Box 692
6401 West River Road
Scottsville, Va. 24590
434-286-2996


To whom it may concern:

I authorize P. Massie Saunders, Jr, with Saunders' Surveys, Inc., who is acting on behalf of Central Virginia Electric Cooperative (CVEC), to make application for a Special Use Permit in Fluvanna County, Virginia such that CVEC can move forward with the review process of this application while they are finalizing the deed and plat for the purchase of 4 acres of my property that is located directly across the road from their existing "Kidd's Store" substation on Rt. #6, West River Road. They are purchasing this property for the development of a high speed internet site and a future substation.



William E. Davis

7-30-2020
Date



Anne C. Davis

7-30-2020
Date

RECEIPT (REC-001373-2020)
FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT

BOS 2020-09-16 p.31/266

BILLING CONTACT

P. Massie Saunders, Jr.
 Saunders Surveys, Inc.,
 329 Crabtree Falls Highway
 Roseland, Va 22967



Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SUP20:0001	Mailing Cost, per APO > 15	Fee Payment	Check #15126	\$40.00
	Special Use Permit	Fee Payment	Check #15126	\$800.00
			SUB TOTAL	\$840.00
			TOTAL	\$840.00

RECEIPT (REC-001374-2020)
FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT

BOS 2020-09-16 p.33/266

BILLING CONTACT

P. Massie Saunders, Jr.
 Saunders Surveys, Inc.,
 329 Crabtree Falls Highway
 Roseland, Va 22967



Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
SUP20:0001	Sign Deposit for Public Hearing	Fee Payment	Check #15127	\$90.00
			SUB TOTAL	\$90.00
			TOTAL	\$90.00



COUNTY OF FLUVANNA

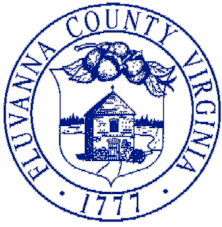
"Responsive & Responsible Government"

BOS 2020-09-16 p.35/266
132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: August 24, 2020
From: Valencia Porter
To: Douglas Miles
Subject: SUP 20:01 Planning Commission

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the September 08, 2020 Planning Commission meeting.



COUNTY OF FLUVANNA

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 132 Main Street
 P.O. Box 540
 Palmyra, VA 22963
 (434) 591-1910
 Fax (434) 591-1911
www.fluvannacounty.org

NOTICE OF PUBLIC HEARING

August 24, 2020

«Name»
 «Address»
 «City_State» «ZIP»
 TMP#«TMP»

Re: Public Hearing on SUP 20:01

Dear «Name»:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced item as noted below:

Purpose: Planning Commission Public Hearing
Day/Date: Tuesday, September 8, 2020
Time: 7:00 PM
Location: Fluvanna County Library, Palmyra, VA

The applicant or applicant's representative will be present at the Planning Commission meeting for the request that is described as follows:

SUP 20:01 Central Virginia Electric Cooperative – A request for a special use permit to construct an electrical substation (major utility) on 4 acres known as Tax Map 39, Section A, Parcel 34A. The property is located on the south side of West River Road (Route 6), approximately 0.5 miles west of the intersection with Rolling Road South (State Route 620). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Fork Union Election District.

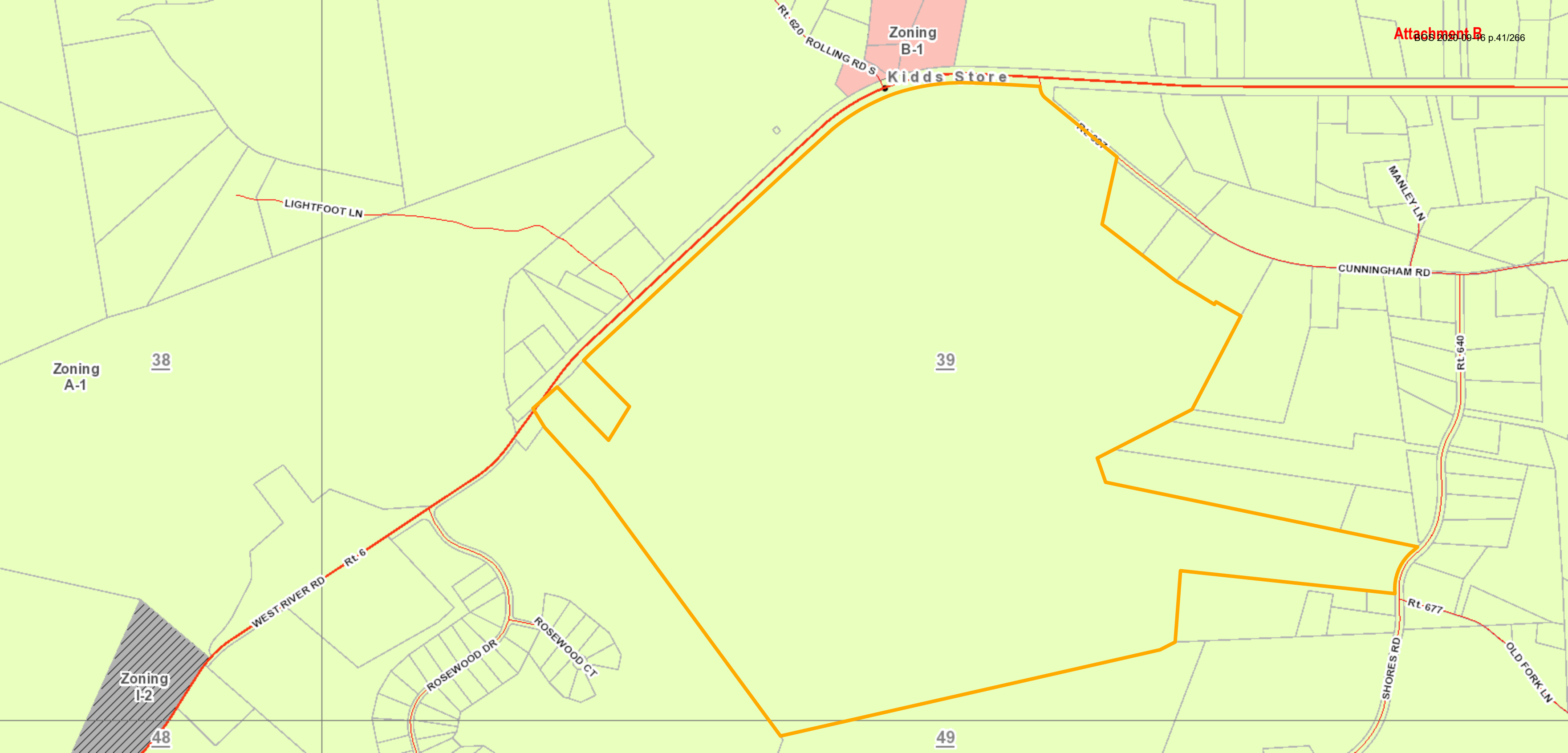
You are welcome to attend the public hearing and will have an opportunity to comment, if desired. If the Planning Commission meeting is held "virtually", as has been practice of the County in recent months due to the COVID-19 pandemic, instructions for participation in the public hearing will be available on the County's website (<http://www.fluvannacounty.org>) along with the tentative agenda and staff reports for these applications. You can also contact the Fluvanna County Planning and Zoning Department during working hours (8:00 am – 5:00 pm, Monday through Friday).

If you have any questions regarding this application or the Public Hearing, please contact me at 434-591-1910.

Sincerely,

Douglas Miles

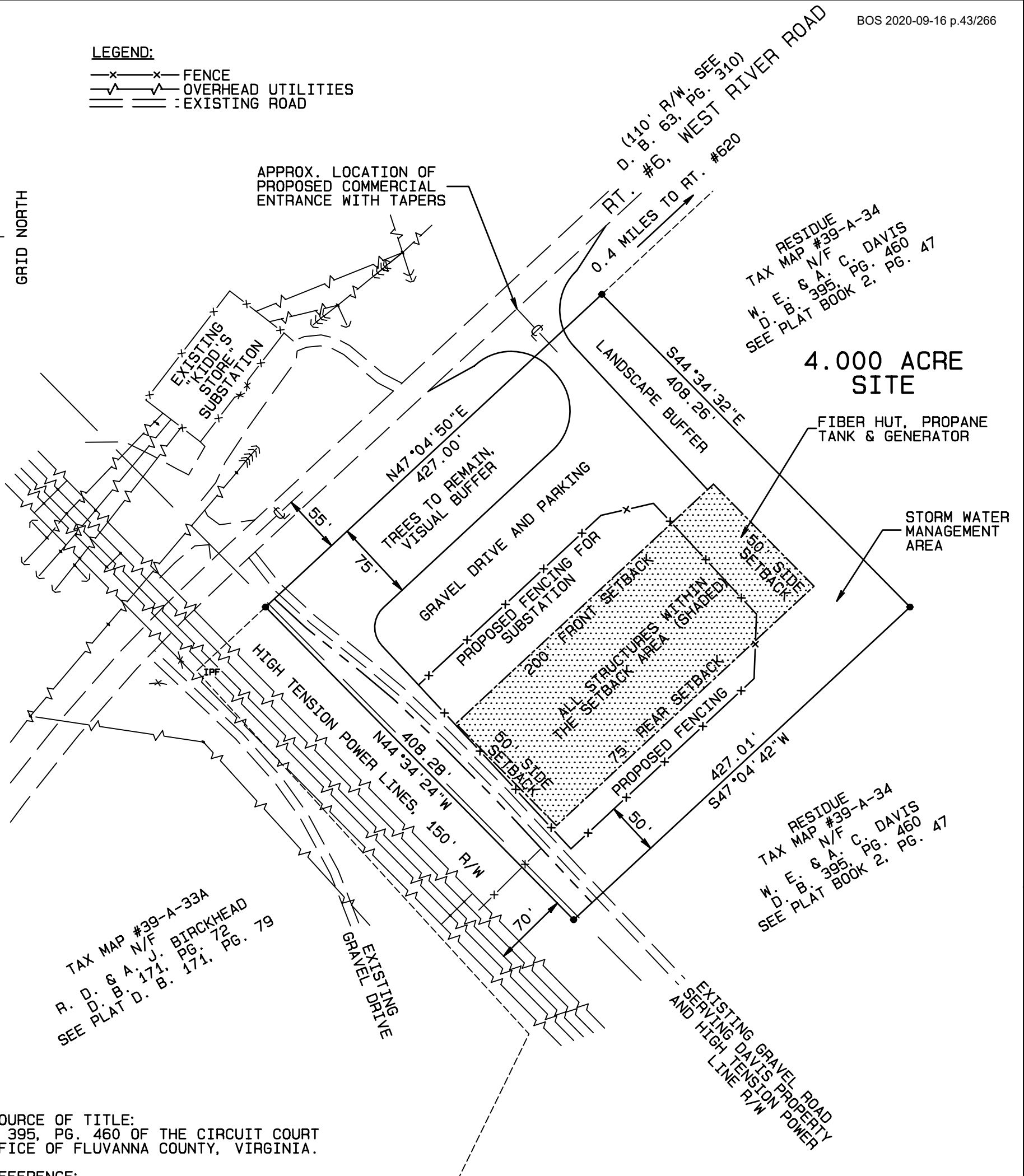
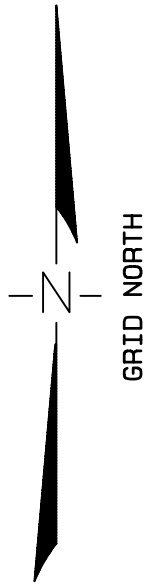
Douglas Miles, AICP, CZA
 Community Development Director





LEGEND:

- x-x- FENCE
- v-v- OVERHEAD UTILITIES
- == EXISTING ROAD



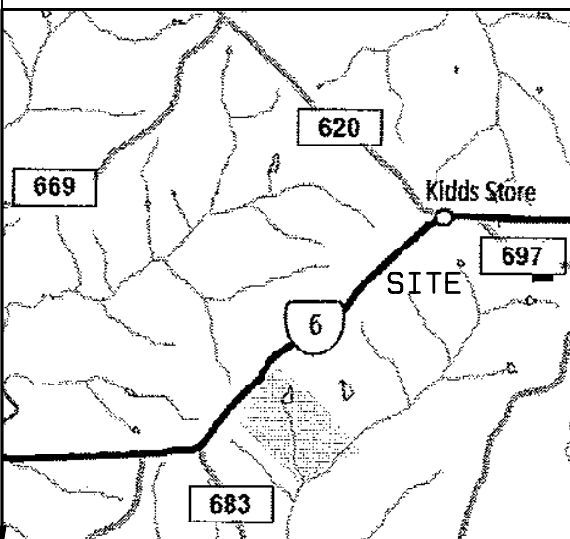
TAX MAP #39-A-33A
 R. D. & A. J. BIRCKHEAD
 D. B. 171, PG. 72
 SEE PLAT D. B. 171, PG. 79

RESIDUE
 TAX MAP #39-A-34
 W. E. & A. C. DAVIS
 D. B. 395, PG. 460
 SEE PLAT BOOK 2, PG. 47

RESIDUE
 TAX MAP #39-A-34
 W. E. & A. C. DAVIS
 D. B. 395, PG. 460
 SEE PLAT BOOK 2, PG. 47

CURRENT SOURCE OF TITLE:
 SEE D. B. 395, PG. 460 OF THE CIRCUIT COURT
 CLERKS OFFICE OF FLUVANNA COUNTY, VIRGINIA.

PLAT OF REFERENCE:
 SEE PLAT BOOK 2, PG. 47 RECORDED WITH CERTIFICATE
 OF PLAT, INSTRUMENT #030002443



VICINITY MAP
 NOT TO SCALE

SAUNDERS' SURVEYS, INC.
 329 CRABTREE FALLS HIGHWAY
 ROSELAND, VIRGINIA 22967
 434-277-8574

GRAPHIC SCALE 1"=100'



NOTES:

1. THIS DRAWING HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT THEREFORE, NECESSARILY, INDICATE ALL ENCUMBRANCES ON THE PROPERTY.
2. THIS DRAWING HAS BEEN PREPARED FROM AN ACTUAL FIELD SURVEY MADE AS PER DATE OF THIS PLAT WITH PROPOSED IMPROVEMENTS FOR THE SUBSTATION AND HIGH SPEED INTERNET SITE.
3. THIS SKETCH WAS PREPARED AT THE REQUEST OF AND AS DIRECTED BY BRUCE MAURHOFF WITH CENTRAL VIRGINIA ELECTRIC COOPERATIVE (CVEC), P. O. BOX 247, LOVINGSTON, VA. 22949, 434-263-8336
4. THE CURRENT OWNERS OF THE PROPERTY ARE WILLIAM E. & ANNE C. DAVIS, P. O. BOX 692, SCOTTSVILLE, VA., 24590, 434-286-2996.
5. PROPERTY SHOWN IS A PORTION OF TAX MAP #39-A-34 AND IS ZONED A-1.
6. THE PURPOSE OF THIS DRAWING IS TO APPLY FOR A SPECIAL USE PERMIT FOR THE DEVELOPMENT OF AN ELECTRICAL SUBSTATION AND A HIGH SPEED INTERNET SITE TO SERVE CENTRAL VIRGINIA ELECTRIC'S CUSTOMERS IN THE AREA.

SKETCH PLAN SHOWING A PROPOSED HIGH SPEED INTERNET SITE AND A PROPOSED SUBSTATION FOR REVIEW OF A SPECIAL USE PERMIT ON A PORTION OF THE PROPERTY OF

WILLIAM E. & ANNE C. DAVIS

TO BE USED AS A PUBLIC UTILITY LOT BY
 CENTRAL VIRGINIA ELECTRIC COOPERATIVE

CUNNINGHAM DISTRICT FLUVANNA COUNTY, VIRGINIA
 COMM. #219109 DATE: JULY 27, 2020 FILE #2962-B



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

August 14, 2020

Central VA Electric Cooperative
Post Office Box 247
Lovingsston, VA 22949
Attn: Bruce Maurhoff, PE

Saunders' Surveys, Inc.
329 Crabtree Falls Highway
Roseland, VA 22967
Attn: Massie Saunders, Jr.

RE: SUP 20:01 CVEC – Kidds Store Substation and Fiber Hut / Tax Map: 39 A Part of 34

Please find a summary of the Technical Review Committee (TRC) member comments during the regular TRC meeting on Thursday, August 13th at 10:00 am in the Morris Room via a conference call and a specially called TRC meeting back on January 29th at 2:00 pm within the Morris Room:

Jason Overstreet, Planner / GIS Technician, joverstreet@fluvannacounty.org and at 434.591.1910 he indicated that if he could receive the four (4) acre survey plat information in a digital format he could update the County GIS parcel layer better so a new Tax Map number can be assigned to it.

Andy Wills, CBO, Building Official, awills@fluvannacounty.org and at 591.1935 he provided his general Building Code comments for the generator, concrete pad and equipment shelter / fiber hut. A Building Permit would be needed and indicated he would receive the plans to provide comments.

Roger Black, Erosion and Sediment Control Plans Reviewer, rblack@fluvannacounty.org and at 591.1935 he provided his comments on January 29th relative to the erosion and sediment control measures and on-site retention purposes. He indicated that it is a flat site and he did not have any comments on the Special Use Permit (SUP) request and that he could review an E&SC site plan.

John Wilson, PE, Land Use Engineer, VDOT – Louisa Residency, at 540.321.8459 Mobile and John.C.Wilson@VDOT.virginia.gov he provided general comments on January 29th that VDOT would look at the Low volume commercial entrance standards and Access management for the proposed and existing entrances on either side of Route 6. On August 13th he requested to meet on-site with Massie Saunders this month to perform field work on the entrances for better analysis.

Douglas Miles, AICP, CZA, Community Development Director, at dmiles@fluvannacounty.org and at 591.1910 has provided his comments based upon the Zoning Ordinance requirements and recommended Special Use Permit conditions typically used for electrical substation use requests.

Please find the attached letter dated December 19, 2019 to the Davis' and Bruce Maurhoff, CVEC which indicates that an SUP is required to permit Major Utilities (electrical substation) in the A-1 zoning district. Please be advised that a Firefly fiber broadband hut would be permitted within the proposed electrical substation compound as an accessory use. The Special Use Permit Staff Report will contain recommended conditions addressing standard requirements such as site screening, from the public right-of-way with landscaping materials, but not within the transmission right-of-way and the perimeter compound fencing would be designed to preclude trespassing on this site.

Fluvanna County Planning and VDOT staff members look forward to our upcoming project site visit to view all the existing entrances across the street at the current electrical substation and the existing entrance onto West River Road (Route 6) for the proposed electrical substation. It will be an opportunity to also discuss how the existing entrance would function as a Construction Entrance to accommodate the expected construction traffic for the electrical substation and related fiber hut.

Sincerely,

Douglas Miles

Douglas Miles, AICP, CZA
Community Development Director

Attachment

**FLUVANNA COUNTY BOARD OF SUPERVISORS
 AGENDA ITEM STAFF REPORT**

TAB B

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Supplemental Appropriation of FY21 CARES Act Funding				
MOTION(s):	I move the Board of Supervisors approve the supplemental appropriation of \$2,379,202 CARES Act Funding to the FY21 CARES Budget				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Mary Anna Twisdale, Director of Finance				
PRESENTER(S):	Mary Anna Twisdale, Director of Finance				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<p>Per the Code of Virginia 15.2.2507, any additional appropriation(s) which increases the total budget by more than 1% of the total expenditure budget for that fiscal year is required to be advertised for a public hearing at least seven days prior to the Board of Supervisors' approval of such appropriation; with such advertisements authorized by the County Administrator, unless the County Administrator deems such request for advertisement should require Board of Supervisors approval.</p> <p>Allocation of CRF Funds to Localities While the federal CARES Act does not require that states distribute funding to local governments with populations less than 500,000 residents, the Governor recognizes that localities are experiencing the same COVID-19 related expenses as the Commonwealth. The locally-based allocations will be distributed to counties and cities by the Department of Accounts (DOA) after receipt of a signed certification from the locality. This distribution will be made to the local treasurer in the same manner that Car Tax Relief Payments are made. Each locality's allocation will be based on the proportion that the locality's population represents of the statewide total population. Appendix A reflects the population used by US Treasury to allocate CRF funds to the states. This population data is the basis for determining the allocations to each locality. This table also reflects each locality's share of the current distribution based on the population data displayed. Please note that the population data for each county includes the populations of the towns within its borders. Consequently, the allocation indicated for each county includes any allocations based on residents that live in the towns located within that county. CRF funds should be considered "one time" monies and should not be used for ongoing services and/or base operations. Because the funds must be expended by December 30, localities are advised not to create services with expenses beyond that period. Any</p>				

	expenses beyond December 30, 2020, must be paid entirely by the locality from local funds.				
FISCAL IMPACT:	<ul style="list-style-type: none"> • Fluvanna County received \$2,379,202 • These funds must be expended by Dec 30, 2020 and are for expenditures related to COVID19 between March 1, 2020 and Dec 30, 2020. 				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	N/A				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

NOTICE OF PUBLIC HEARING

On Wednesday, September 16, 2020, the Board of Supervisors (the “Board”) of Fluvanna County, Virginia (the “County”), will hold a public hearing on the proposed supplemental appropriation of FY21 CARES Act Funding in the estimated amount of \$2,379,202. These funds will be used for COVID19 related expenses incurred between March 1, 2020 and December 30, 2020.

If the Board has resumed holding its meetings “in person,” the public hearing will be conducted at 7:00 p.m. in the Fluvanna County Library, 214 Commons Blvd, Palmyra, Virginia, and interested persons may appear at such time and place and present their views. If the September 16, 2020 meeting of the Board is held “virtually,” as has been the Board’s practice in recent months due to the COVID-19 pandemic, instructions for participation in the public hearing will be available on the County’s website: <https://www.fluvannacounty.org/bos>. Interested persons wishing to express views may also submit written comments prior to the time of the hearing to the attention of Eric M. Dahl, County Administrator, 132 Main Street, Palmyra, Virginia 22963.

**Clerk, Board of Supervisors of
Fluvanna County, Virginia**

**TO BE PUBLISHED IN THE FLUVANNA REVIEW NO LATER THAN August 27th and
September 3rd, 2020**

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB C

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property.				
MOTION(s):	<p>I move the Board of Supervisors approve to amend Sec. 20-1-2.1 of the Fluvanna County Code, as follows:</p> <p style="padding-left: 40px;">Any taxpayer failing to pay real estate and tangible personal property taxes on June 5 or December 5 as applicable shall incur a penalty of ten percent of the tax past due, or \$10.00, whichever is greater, which shall be added to the amount of taxes or levies due from such taxpayer.</p>				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
	X				
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>The previous late fee penalty for outstanding personal property taxes greater than thirty days was twenty-five percent. This amendment would allow that taxpayers failing to tangible personal property taxes on June 5 or December 5, as applicable, shall incur a penalty of ten percent, or \$10, whichever is greater, on past due tangible personal property tax.</p> <p>Sec. 20-1-2.1. - Same—Penalty for failure to pay on time.</p> <p>Any taxpayer failing to pay real estate and tangible personal property taxes on June 5 or December 5 as applicable shall incur a penalty of ten percent of the tax past due, or, in the case of delinquent tangible personal property tax more than thirty (30) days past due, 25 percent of the tax past due on such tangible personal property, or \$10.00, whichever is greater, which shall be added to the amount of taxes or levies due from such taxpayer.</p> <p>(Comp. 1974, ch. 23; Ord. 6-17-87; Ord. 10-21-98)</p>				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				

LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Advertisement with Proposed Amendment to Sec. 20-1-2.1 of the Fluvanna County Code				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				



FLUVANNA COUNTY NOTICE OF PUBLIC HEARING

BY ORDER OF THE FLUVANNA COUNTY BOARD OF SUPERVISORS

Pursuant to Virginia Code Sec. 15.2-1427, the Board of Supervisors of Fluvanna County, Virginia (the “County”) will hold a public hearing at 7:00 p.m. on Wednesday, September 16, 2020, in the meeting room of the Fluvanna County Library in Palmyra, Virginia, located at 214 Commons Blvd., Palmyra, Virginia, 22963 for citizens of the County to have the opportunity to be heard by the Board of Supervisors for the following items:

AN ORDINANCE TO REDUCE THE PENALTY FOR LATE PAYMENT OF TAXES ON TANGIBLE PERSONAL PROPERTY

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS that Sec. 20-1-2.1 of the Fluvanna County Code be, and it is hereby, AMENDED, as follows:

Sec. 20-1-2.1. - Same—Penalty for failure to pay on time.

Any taxpayer failing to pay real estate and tangible personal property taxes on June 5 or December 5 as applicable shall incur a penalty of ten percent of the tax past due, ~~or, in the case of delinquent tangible personal property tax more than thirty (30) days past due, 25 percent of the tax past due on such tangible personal property, or \$10.00, whichever is greater,~~ which shall be added to the amount of taxes or levies due from such taxpayer.

(Comp. 1974, ch. 23; Ord. 6-17-87; Ord. 10-21-98)

Complete information concerning this ordinance is available in the County Administration Office, located at 132 Main Street, Palmyra, Virginia 22963, between 8:00 a.m. and 4:30 p.m., Monday through Friday. Persons requiring accommodation to facilitate participation are encouraged to contact the Office of the County Administrator at 132 Main Street, Palmyra, Virginia 22963 or at (434) 591-1910, at least five days prior to the meeting.

TO: Fluvanna Review THRU: County Administration

Advertise on the following date(s): Thursday, September 3, 2020 and September 10, 2020

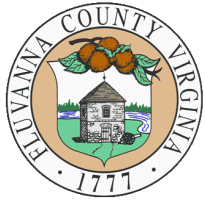
**Authorized by: Fluvanna County Administrator
Bill to: Fluvanna County Board of Supervisors**

**TO BE PUBLISHED IN THE FLUVANNA REVIEW NO LATER THAN September 3,
2020**

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB D

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Community Service Award Resolution – Jacqueline A. Meyers				
MOTION(s):	I move to approve the Community Service Award Resolution honoring Jacqueline A. Meyers, as presented.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		XX			
STAFF CONTACT(S):	Eric M. Dahl , County Administrator				
PRESENTER(S):	Eric M. Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	To honor Dr. Meyers significant contributions to Animal Advocacy and Protection.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Resolution 25-2020 Community Service Award Resolution Honoring Jacqueline A. Meyers				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 25-2020

**COMMUNITY SERVICE AWARD RESOLUTION
 HONORING JACQUELINE A. MEYERS**

WHEREAS, Dr. Jacqueline A. Meyers, known to her friends as Jackie, has been recognized by these Friends and this Community for her selfless devotion to the welfare of the animals of Fluvanna County and beyond; and

WHEREAS, Dr. Meyers has been a tireless advocate for animals in Fluvanna County for nearly thirty years; and

WHEREAS, Dr. Meyers is a volunteer and mentor, offering her passion, skills, and knowledge - in person and in print - to local, regional, and national animal advocacy organizations and groups; and

WHEREAS, Dr. Meyers previously assisted the County of Fluvanna as a Humane Investigator, served as co-Chair of the Fluvanna County Animal Response Team, and authored the County’s Animal Response Plan; and

WHEREAS, Dr. Meyers, as a member of the Humane Society of the United States National Disaster Response Team, responded to multiple disasters in which animals were affected, including Hurricanes Katrina & Sandy, a hoarding incident in Spotsylvania County, VA, and a Multi-State Dog Fighting incident; and

WHEREAS, Dr. Meyers, volunteering with the Humane Society of the United States and a team of animal service organizations, participated in the 2009 Inauguration of President Barack H. Obama, providing, among other things, a mobile communications vehicle and emergency animal shelter facilities; and

WHEREAS, Dr. Meyers, in 2002 with her husband Dave Sagarin, having heard a call to care for senior animals in their final years, established Peaceful Passings Senior Animal Rescue, the region’s first Senior Animal Care Facility; attaining non-profit status in 2009 allowed them to expand their ability to improve quality of life and extend life expectancy.

NOW, THEREFORE BE IT RESOLVED, on this 16th day of September, 2020, that the Fluvanna County Board of Supervisors does hereby recognize Dr. Jacqueline A. Meyers for her many contributions to the County as seen through her Community Leadership, Civic Responsibility, Volunteer Service, Community Spirit, and Innovation.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a Regular Meeting of the Board held on the 16th day of September, 2020, by the following vote:

SUPERVISORS	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Anthony P. O’Brien, Rivanna District						
John M. Sheridan, Columbia District						
Donald W. Weaver, Cunningham District						

 John M. Sheridan, Chair
 Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB E

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Historic Courthouse Historical Marker – Memorandum of Agreement with VDOT				
MOTION(s):	I move the Board of Supervisors approve a Memorandum of Agreement with the Virginia Department of Transportation regarding placement of a Historic Courthouse Historical Marker, subject to County Attorney’s approval as to form.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	A Historical Marker describing the Historic Courthouse used to stand on property on the east side of Route 15, near BB&T Bank. The marker was destroyed when a car ran into it; PARC (Palmyra Area Revitalization Committee) has petitioned VDOT to put up a new historical marker, placing it on the west side of Route 15, on County property. The proposed location would be leveled, and a small gravel pad would surround the marker. Estimated expense for a gravel parking pad for the new historical marker is \$500.00				
FISCAL IMPACT:	\$500.00				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Memorandum of Agreement; Diagram of proposed location				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

ATTACHMENT A

MEMORANDUM OF AGREEMENT
OUTLINE

Virginia Department of Transportation to Install an Official
Historical Marker on property not belonging to the
Department

I, Eric M. Dahl (PRINTED NAME),
Fluvanna County Administrator (PRINTED TITLE), the undersigned;
representing the County of Fluvanna Virginia, a
political subdivision of the Commonwealth
of Virginia,
(OFFICIAL NAME of the ORGANIZATION, GROUP, GOVERNMENT ENTITY, etc.);

holder of the deed or title to the land so described herein, give permission, authorize, or otherwise convey privilege to the VIRGINIA DEPARTMENT OF TRANSPORTATION and its authorized contractors to enter upon that land for the expressed purpose of preparing to erect, erecting, and maintaining a HISTORICAL MARKER as sanctioned by the DEPARTMENT OF HISTORIC RESOURCES. This permission, authorization, or privilege is to be uninterrupted and binding until such time both parties or representatives thereof, agree that it should cease.

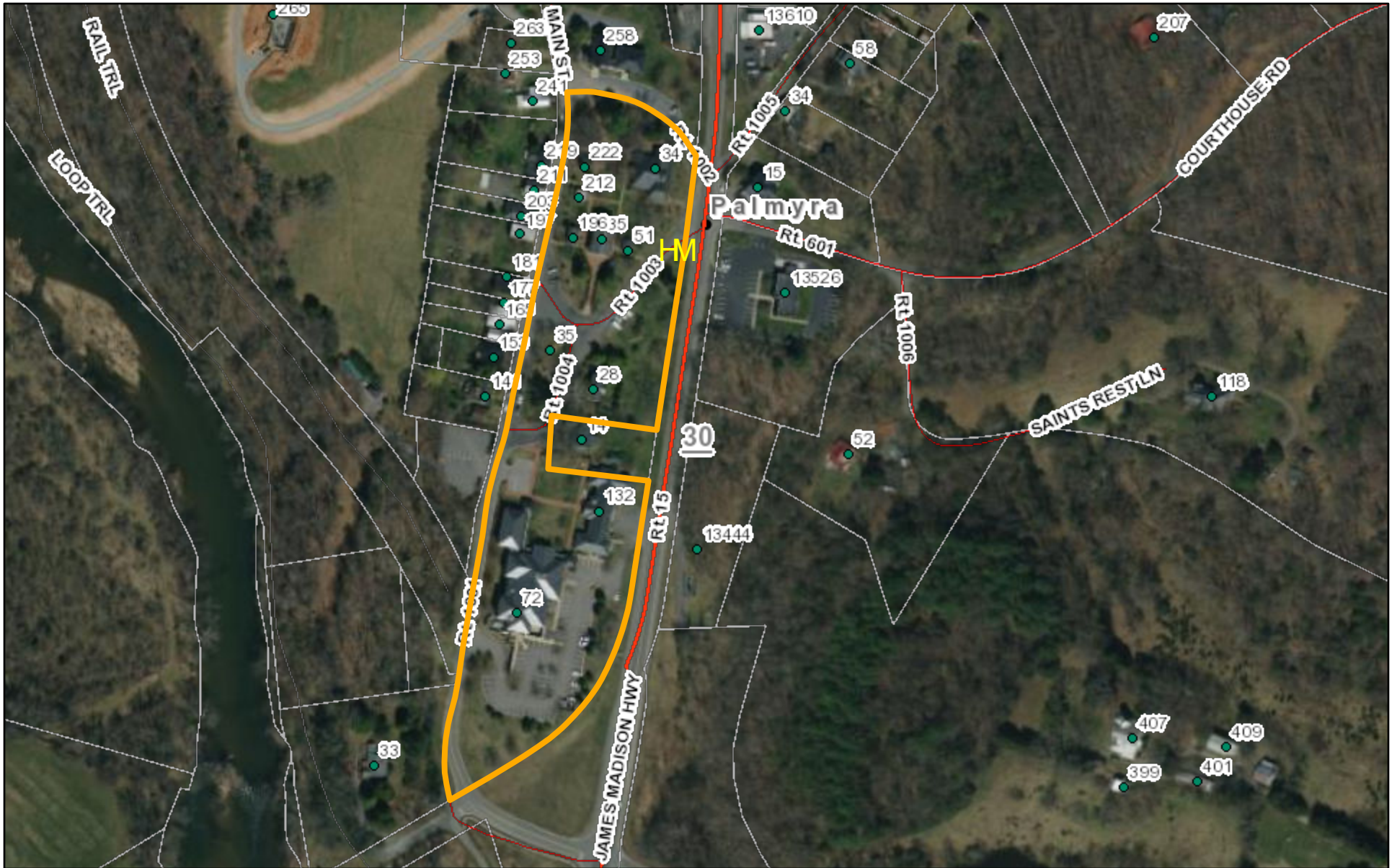
GENERAL DESCRIPTION OF THE PROPERTY, INCLUSIVE OF BOOK AND PLAT REFERENCES WHERE APPROPRIATE, GENERAL MAILING ADDRESS, AND DESCRIPTIVE LANGUAGE RELATIVE TO THE AREA UPON THE PROPERTY WHERE THE HISTORICAL MARKER WILL BE LOCATED:

marker to be located at site "HM" on Fluvanna
County Tax map Parcel 30A A 36 along
Route 15 as depicted in the attached
map.

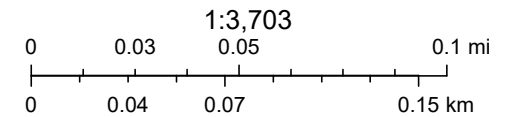
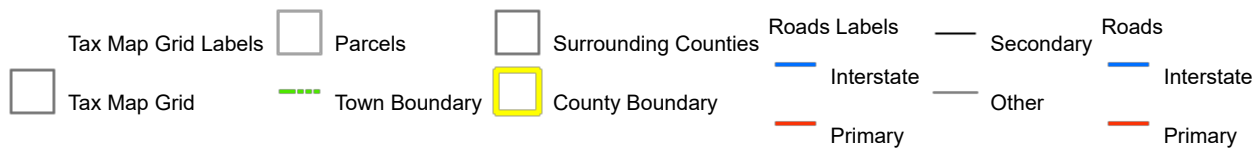
Signature and Date

I, _____ (PRINTED NAME),
_____ (PRINTED TITLE), the undersigned;
representing the Virginia Department of Transportation, accept the above OFFER, fee gratis, understanding its terms and conditions. By my signature below I make this an official MEMORANDUM OF AGREEMENT between the parties listed, and I pledge that the Virginia Department of Transportation and its authorized contractors will protect the integrity of the overall property and will perform its duties with as little disruption to the land or the land owner as practical.

Signature and Date



September 3, 2020



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Virginia

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB F

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Memorandum of Agreement Between the County of Fluvanna and the Economic Development Authority of Fluvanna County – CARES Act				
MOTION(s):	<p>I move the Board of Supervisors approve that Memorandum of Agreement between Fluvanna County and the Economic Development Authority of Fluvanna County (the “EDA”) with Exhibit 1 thereto related to the grant of \$520,000 of the \$4.758 million Fluvanna County received from the Commonwealth of Virginia, as part of The Coronavirus Aid, Relief, and Economic Security (CARES) Act, allocated to the EDA for the broadband expansion project as previously approved on August 19, 2020, subject to reasonable modifications approved by the County Administrator and the County Attorney to Exhibit 1, and further authorize the County Administrator to approve and if necessary execute such agreement subject to the County Attorney’s approval as to form.</p>				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<ul style="list-style-type: none"> • The Commonwealth of Virginia is a Dillon Rule state, limiting local governments to the powers expressly granted to them by the state. The Commonwealth has not expressly granted local governments to distribute funds to businesses or organizations. • The EDA was created to promote the economic development of the County and the safety, health, welfare, convenience, or prosperity of the citizenry pursuant to enabling legislation under Section 15 .2-4900 et seq. of the Code of Virginia and has authority to make grants of money or property to further such ends pursuant to Section 15.2-4905. • The proposed Memorandum of Agreement between the County and the EDA, authorizes the EDA to enter into an agreement with Central Virginia Services Inc., dba Firefly Fiber Broadband, in order to distribute funds to extend fiber broadband into underserved areas of the County. • The COVID-19 pandemic has shown that for the education, safety, health, welfare, convenience, or prosperity of our residents, having access to broadband is a needed utility during the pandemic which allows for distance learning, tele-health and tele-working possibilities. 				

	<ul style="list-style-type: none"> • The Broadband Expansion project meets the requirements for utilizing CARES Act Funds as defined in US Treasury guidance “Coronavirus Relief Fund Frequently Asked Questions Updated as of August 10, 2020.” • At the August 19, 2020 Board meeting, the Board chose to move forward with eligible project Option Two which includes: <ul style="list-style-type: none"> ○ Carysbrook Rd, just south of the Rivanna River, going to Rt. 15 between Carysbrook Elementary School and the Department of Social Services complex, going south on Rt. 15 to Dixie and continuing south on Rt. 15 to the edge of Fork Union, running east along Rt. 6 from Dixie down to Holmhead Rd. It also includes Gravel Hill Rd and Davis Lane. This build will pass 150 homes and businesses, take 7.4 miles of fiber and cost \$520,000. • The buildout would bring fiber into the area of the County that has the greatest need for broadband expansion outside of the CVEC/Firefly Fiber Broadband system allowing for safe telework and virtual learning avenues in such area. This project can also serve as a launching point for further extensions of fiber and internet access into this section of the County in the future. Having fiber in place also makes backhaul available for any cellular or fixed wireless providers that might decide to place a tower or transmitter in the area. Public safety is increased by increased availability of communication options during the COVID-19 crisis. • CVEC/Firefly Fiber Broadband will provide a free wifi hotspot at the elementary school or some other building the county chooses, with Firefly paying for equipment and bandwidth. They will also make sure that wifi is available without cost at community ballfields. Firefly will pay for the work on the present CVEC/Firefly Fiber Broadband system to connect this project back into the internet, which will include overlashed fiber and additional electronics at our communications hut. 				
FISCAL IMPACT:	\$520,000 from the CARES Act Funding allocated for the Fiber Expansion Project to be distributed by the EDA through an agreement with CVSI.				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	Aug 19, 2020 – The Board approved an allocation to the Economic Development Authority of \$520,000 of the \$4.758 million received from CARES Act Funding.				
ENCLOSURES:	Memorandum of Agreement Between the County of Fluvanna and the Economic Development Authority of Fluvanna County, including applicable Exhibits.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			X

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT (the "MOA") by and between FLUVANNA COUNTY (the "County"), a political subdivision of the Commonwealth of Virginia, and the ECONOMIC DEVELOPMENT AUTHORITY OF FLUVANNA COUNTY ("EDA").

WHREAS, the COVID-19 pandemic has spread worldwide, causing significant illness, loss of life, and economic disruption around the world; and

WHEREAS, the federal government passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020, which provides funding for various programs to address the effects of the COVID-19 pandemic; and

WHEREAS, part of the CARES Act gives monetary assistance to state and local governments to help address the direct impacts of the COVID-19 pandemic; and

WHEREAS, the County has felt the effects of the COVID-19 pandemic in many ways, but the effects have highlighted the need for fiber broadband to allow for telework, virtual learning, tele-health and other technology based social distancing mechanisms in the underserved and unserved fiber broadband areas of the County; and

WHEREAS, the EDA was created to promote the economic development of the County and the safety, health, welfare, convenience, or prosperity of the citizenry pursuant to enabling legislation under Section 15.2-4900 et seq. of the Code of Virginia and has authority to make grants of money or property to further such ends pursuant to Section 15.2-4905; and

WHEREAS, the County received certain CARES Act funds and the CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that: (i) are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (ii) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and (iv) meet all other requirements of the CARES Act and applicable law related thereto (the "CARES Act Requirements"); and

WHEREAS, on August 19, 2020, the County Board of Supervisors (the "Board") appropriated to the EDA from funds allocated to the County under the CARES Act the sum of up to \$520,000.00 (the "Grant Funds") to expand broadband to unserved or underserved territory in the southern portion of the County near Fork Union to assist with social distancing, distance learning, tele-working, and tele-health for the County's residents and businesses (the "Project") consistent with and as more specifically described in that motion of the Board and the minutes related thereto attached as Exhibit A (also referred to as the "Approval") to Exhibit 1 hereto and incorporated herein by reference as a material part hereof; and

WHEREAS, the EDA is uniquely qualified to understand the public health, educational and economic impact of the COVID-19 pandemic on the County, its constituents and the businesses and schools therein; and

WHEREAS, pursuant to Virginia Code Section 15.2-4901, the intent of the legislature in authorizing the creation of economic development authorities was so "that such authorities may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental, nonprofit, and commercial enterprises and institutions of higher education to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources, and to vest such authorities with all powers that may be necessary to enable them to accomplish such purposes, which powers shall be exercised for the benefit of the inhabitants of the Commonwealth, either through the increase of their commerce, or through the promotion of their safety, health, welfare, and convenience or prosperity"; and

WHEREAS, pursuant to Virginia Code Section 15.2-4905, the EDA has the authority "to make . . . grants to any person, partnership, association, corporation, business, or governmental entity in furtherance of the purposes of this chapter including for the purposes of promoting economic development"; and

WHEREAS, on September 2, 2020, the Board confirmed that the preferred route for the broadband expansion Project was "Option 2" as depicted in the map attached hereto as Exhibit B to **Exhibit 1** hereto and incorporated herein by reference as a material part hereof; and

WHEREAS, on September 16, 2020, the Fluvanna County Board of Supervisors approved this Memorandum of Agreement with the EDA relating to administration of the Grant Funds for this Project; and

WHEREAS, the Project is being completed for purposes set out in that Approval including to allow for social distancing, tele-work, tele-health, virtual learning and for other safety considerations particular to the public health emergency known as COVID-19 (the "Safety Considerations"), and the County will be using CARES Act funds the County received to fund the EDA's grant for the Project. Therefore, the Project must be finally complete on or before December 30, 2020 (the "Completion Date"); and

WHEREAS, Central Virginia Services, Inc., dba Firefly Fiber Broadband, a Virginia corporation, ("CVSI") is willing to complete the construction and implementation of such Project; and

WHEREAS, the County and the EDA agree that the form of the Fiber Broadband Expansion Agreement between the EDA and CVSI shall be materially as set forth in **Exhibit 1** hereto; and

WHEREAS, the Project will require improvements to and extension of CVSI's distribution system required to support the fiber optic cable, cable installation, service drops to individual customers, and supporting new equipment; and

WHEREAS, the system installed through the Project shall be owned and operated by CVSI, a wholly owned subsidiary of Central Virginia Electric Cooperative; and

WHEREAS, it is in the public interest of the citizens of the County for the EDA to assist with the availability of broadband in the County which will benefit the County through an increase in the tax base and the availability of additional communication, education, and employment opportunities for its citizens affected by the Coronavirus, thereby promoting the health, safety, welfare, convenience, and prosperity of the citizens of the County; and,

WHEREAS, the EDA and the County desire to enter into this Agreement to memorialize the understandings and conditions under which the Grant Funds will be administrated and to set forth the scope of the Project and the obligations and responsibilities of the parties in connection therewith.

NOW THEREFORE, for and in consideration of the mutual benefits to be derived from this MOA, the parties agree as follows:

1. The County shall allocate up to \$520,000.00 received from the CARES Act to the EDA to establish a grant to CVSI for the Project consistent with: (i) the recitals which are incorporated herein by reference as a material part of this MOA; (ii) the Approval; and (iii) the Broadband Expansion Project Agreement **Exhibit 1** hereto.
2. The EDA shall enter into the Broadband Expansion Project Agreement with CVSI in a form consistent with **Exhibit 1** hereto.
3. The EDA working with the County will distribute the Grant Funds to CVSI for the Project consistent with the Broadband Expansion Project Agreement. The County, working with the EDA and CVSI, will ensure that those funds are distributed in strict accordance with the Broadband Expansion Project Agreement, the CARES Act and the guidance issued by the State.
4. Any Grant Funds not distributed by the EDA to CVSI consistent with the Broadband Expansion Project Agreement shall be returned to the County.

5. By signing below, each party indicates it has obtained the authority of their governing bodies to execute this MOU.

6. Either party may terminate this MOU at any time by providing the other party with ninety (90) days written notice; and upon termination any Grant Funds not distributed by EDA shall be returned to the County.

This MOU represents the mutually agreed upon goals and responsibilities between the County and the EDA for the allocation of funds from the CARES Act as setout herein.

Witness the following signatures made this _____ day _____ of, 2020.

Fluvanna County

Economic Development Authority of
Fluvanna County

By: _____ (SEAL)

By: _____ (SEAL)

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

BROADBAND EXPANSION PROJECT AGREEMENT

THIS BROADBAND EXPANSION PROJECT AGREEMENT (the "Agreement"), made this _____ day of _____, 2020, by and between the ECONOMIC DEVELOPMENT AUTHORITY OF FLUVANNA COUNTY (the "EDA"), a political subdivision established by the FLUVANNA COUNTY (the "County") BOARD OF SUPERVISORS (the "Board"), and CENTRAL VIRGINIA SERVICES, INC. dba FIREFLY FIBER BROADBAND ("CVSI"), a Virginia corporation.

WITNESSETH:

WHEREAS, the EDA was created to promote the economic development the County and the safety, health, welfare, convenience, or prosperity of the citizenry pursuant to enabling legislation under Section 15.2-4900 et seq. of the Code of Virginia and has authority to make grants of money or property to further such ends pursuant to Section 15.2-4905;

WHEREAS, the County received certain Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") funds and the CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that: (i) are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (ii) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; (iii) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and (iv) meet all other requirements of the CARES Act and applicable law related thereto (the "CARES Act Requirements");

WHEREAS, on August 19, 2020, the Board appropriated to the EDA from funds allocated to the County under the CARES Act the sum of up to \$520,000.00 (the "Grant Funds") to expand broadband to unserved or underserved territory in the southern portion of the County near Fork Union to assist with social distancing, distance learning, tele-working, and tele-health for the County's residents and businesses (the "Project") consistent with and as more specifically described in that motion of the Board and the minutes related thereto attached hereto as **Exhibit A** (also referred to as the "Approval") and incorporated herein by reference as a material part hereof;

WHEREAS, the EDA is uniquely qualified to understand the public health, educational and economic impact of the COVID-19 pandemic on the County, its constituents and the businesses and schools therein;

WHEREAS, on September 2, 2020, the Board confirmed that the preferred route for the broadband expansion Project was "Option 2" as depicted in the map attached hereto as **Exhibit B** and incorporated herein by reference as a material part hereof;

WHEREAS, on **September 16, 2020**, the Board approved a Memorandum of Agreement with the EDA relating to administration of the Grant Funds for this Project an executed copy of which is attached hereto as **Exhibit C** (the “MOA”);

WHEREAS, the Project is being completed for purposes set out in that Approval including to allow for social distancing, tele-work, tele-health, virtual learning and for other safety considerations particular to the public health emergency known as COVID-19 (the “Safety Considerations”), and the County will be using CARES Act funds the County received to fund the EDA’s grant for the Project. Therefore, the Project must be finally complete on or before December 30, 2020 (the “Completion Date”);

WHEREAS, CVSI understands that CARES Act funds will be used to pay for the work on the Project and that the purpose is for the Safety Considerations and all work on the Project must (i) be made available as soon as practicable on or before the Completion Date; and, (ii) take into account Safety Considerations particular to the public health emergency known as COVID-19;

WHEREAS, CVSI is willing to pass on any savings created during the process of the build for the Project to the Board and EDA and also agrees this Project is a launching point for extensions to an underserved or unserved area as set out in the email of Gary Wood with Central Virginia Electric Cooperative, to Eric Dahl, County Administrator dated August 5, 2020, attached hereto as **Exhibit D** and incorporated herein as a material part hereof;

WHEREAS, CVSI is willing to complete the construction and implementation of such Project;

WHEREAS, the Project will require improvements to and extension of CVSI's distribution system required to support the fiber optic cable, cable installation, service drops to individual customers, and supporting new equipment;

WHEREAS, the system installed through the Project shall be owned and operated by CVSI, a wholly owned subsidiary of Central Virginia Electric Cooperative;

WHEREAS, it is in the public interest of the citizens of the County for the EDA to assist with the availability of broadband in the County which will benefit the County through the availability of additional communication, education, and employment opportunities for its citizens affected by the Coronavirus, thereby promoting the health, safety, welfare, convenience, and prosperity of the citizens of the County; and,

WHEREAS, the EDA and CVSI desire to enter into this Agreement to memorialize the understandings and conditions under which financial incentives will be provided to CVSI by the

EDA for the Project, and to set forth the obligations and responsibilities of the parties in connection therewith.

NOW, THEREFORE, in consideration of the mutual promises of the parties and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. Project: CVSI will construct and operate a fiber optic network delivering fiber-to-the-home internet access beginning at the Central Virginia Electric Cooperative facilities on Carysbrook Road and then extending along Carysbrook Road to James Madison Highway (U. S. Route 15) as depicted in Exhibit B consistent with the Project plans, Approval, and Exhibit D. The Project area includes homes and businesses along James Madison Highway south to an area at or near 4985 James Madison Highway as its southern border. From the James Madison Highway and River Road (State Route 6) intersection at Dixie the Project area will also continue east along River Road and Gravel Hill Road at or near the address of 1476 East River Road. The Project area includes construction along Gravel Hill Road. The Project provides for the service extensions to any home or business along these roads and within 1000 feet of the roadway. Homes further from the road may be connected if payment from the owners is received for the additional extensions of the fiber optic line. It is anticipated that the Project will include 7.4 miles of fiber optic cable construction and pass 150 homes and businesses. The network will be capable of transferring data at the speed of 1 gigabit per second nominal to all homes and businesses within the Project area. In addition, CVSI will provide three (3) free Wi-Fi hotspots as part of the Project on or before the Completion Date at the following locations: (i) Carysbrook Elementary School (9172 JAMES MADISON HWY);(ii) the Fluvanna Community Center (5725 JAMES MADISON HWY); and (iii) the County owned Carysbrook Complex youth sports field near Carysbrook Elementary School (8800 JAMES MADISON HWY) ; and the parties agree that this a material part of the Agreement. These free Wi-Fi hotspots will be provided by CVSI for ten (10) years from the date they go-live and are made available at such locations for use.

The Project includes without limitation an additional 6 strands (the “Strands”) added/dedicated in separate tube within a conduit for the County use from the Carysbrook Complex (8800 JAMES MADISON HWY) to connect: (i) the Fluvanna Community Center (5725 JAMES MADISON HWY) to the County’s network with 3 of the Strands; and (ii) the remaining 3 Strands for the County’s use to near 4985 James Madison Highway for CVSI’s final termination point on Rt. 15 south. . CVSI agrees to lease the Strands to County pursuant to a Dark Fiber Lease between CVSI and the County on the following terms: (i) CVSI will install, own, maintain and otherwise be responsible for the Strands; (ii) CVSI will lease the Strands to the County for the County’s use in the County’s governmental affairs, and not for sublet or assignment, for \$1.00 for a term of twenty-five (25) years which will begin at the later of date of installation or the date both of the parties have executed the Dark Fiber Lease; (iii) CVSI will have reasonable access to the Strands for purposes of installation, maintenance and its other responsibilities relating to the Strands; and (iv) CVSI agrees to include such Section 8 General Terms as are statutorily required or otherwise appropriate in such Dark Fiber Lease modifying “EDA” to “County” as applicable. CVSI will prepare and submit a form of Dark Fiber Lease to the County consistent with this Agreement upon

or prior to completion of the Strands for the County's review. CVSI agrees to negotiate the Dark Fiber Lease in good faith with the County and consistent with the requirements of this Agreement.

2. Completion. The Project shall be in service on or before the Completion Date of December 30, 2020. Based on the Safety Considerations, as portions of the Project are functional, CVSI agrees to put into service those portions of the Project such that the fiber and associated Wi-Fi will be made available prior to the Completion Date whenever reasonably practicable.

3. Grant. The parties agree that the total Project cost shall in no event exceed \$520,000.00 and CVSI agrees to complete the work on the Project for such Grant Funds or less as set forth herein. The EDA agrees to grant to CVSI a not to exceed total of \$520,000.00 for completion of all of the work on the Project. The EDA will only pay CVSI for that portion of the Project actually completed on or before the Completion Date of December 30, 2020. The parties intend for the whole Project to be completed by the Completion Date, but agree that CVSI shall not be required to complete any portion of the Project the EDA does not fund because that portion of the Project cannot be or is not completed by the Completion Date. The free Wi-Fi locations are a material part of the Project and must be completed by CVSI even if the entire Project cannot be completed by the Completion Date. To the extent any Grant Funds are received by CVSI for portions of the Project not completed by December 30, 2020, CVSI agrees to return such portion of the Grant Funds to the EDA no later than January 30, 2021.

4. Payments. The EDA shall make payment to CVSI as follows:

- a. \$130,000.00 (being 25% of the Grant Funds) on October 1, 2020;
- b. \$130,000.00 (being 25% of the Grant Funds) on November 1, 2020 or when the Project is at least fifty percent (50%) completed based on a letter certification made by CVSI to the EDA; and
- c. the final \$260,000.00 (being the remaining 50% of the Grant Funds) upon completion, subject to the limits set out below in the remainder of this Section 4 and in Section 3 *supra* which may reduce or eliminate the final payment.

Notwithstanding the foregoing the EDA will only pay CVSI for the portion of the work on the Project fully and finally completed by the Completion Date of December 30, 2020. The Board cannot fund with CARES Act money and the EDA will not provide CVSI a grant for any portion of the broadband expansion Project not completed by December 30, 2020. CVSI understands and agrees that the Project Completion Date is time of the essence and that the Project must be completed by December 30, 2020.

Further notwithstanding, the foregoing, CVSI has budgeted for this Project based on an entirely underground build and CVSI has agreed to pass on any savings and to issue a grant request

reduction to the EDA for any cost savings CVSI is able to achieve consistent with the email attached hereto as Exhibit D.

5. **TIME FOR COMPLETION:** The Project must be completed to the reasonable satisfaction of the EDA in accordance with this Agreement on or before December 30, 2020, at 5 p.m. est, time of the essence.

6. **Reporting.** CVSI will provide (a) work orders showing materials and labor costs, (b) maps verifying final routing that meets or exceeds Project service area coverage, (c) the number of homes and businesses passed as well as the number of service subscribers, and (d) speed tests that indicate network data transfer speeds meet Project commitment.

7. **Governing Law.** This Agreement shall be construed in accordance with the laws of the Commonwealth of Virginia without regard to choice of law principles.

8. **Entire Agreement.** This Agreement constitutes the full agreement among the parties and no party shall be bound by any terms, conditions or representations not contained herein. This Agreement may be modified only by written agreement signed by both parties hereto with the same formality.

8. General Terms.

A. **DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against person(s) because of race, religion, color, sex, sexual orientation, gender identity, national origin, age, disability, status as a service-disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. CVSI shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act: a. During the performance of this Agreement, CVSI agrees as follows: CVSI will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of CVSI. CVSI agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. CVSI, in all Solicitations or advertisements for employees placed by or on behalf of CVSI, will state that CVSI is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 2. CVSI shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor.

B. **CONFLICT OF INTEREST:** CVSI certifies by signing this Agreement with the EDA that no conflict of interest exists between CVSI, and the County or the EDA that interferes with

fair competition and no conflict of interest exists between CVSI and any other person or organization that constitutes a conflict of interest with respect to the Agreement with the EDA.

- C. **APPLICABLE LAW AND COURTS:** Exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. CVSI shall comply with applicable federal, State and local laws, ordinances, rules and regulations ("Applicable Law") in performance of the Agreement.
- D. **INSURANCE:** CVSI agrees that, during the period of this Agreement, it shall carry (and provide the EDA or the County with evidence of coverage if requested) the following minimum amounts of insurance as they apply: Automobile \$500,000 Liability Medical Payment Comprehensive Collision Public Liability; \$1,000,000 Professional Liability; \$1,000,000 Excess Liability; \$2,000,000 Aggregate Over Above Policy Limits (Excluding Professional Liability); and Worker's Compensation Amount required by Virginia law. In addition, CVSI shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to this Agreement shall obtain, and continue to maintain for the duration of the work, workers' compensation coverage in the amount required by Virginia law.
- E. **SEVERABILITY:** If any term, covenant or provision of this Agreement shall be held to be invalid, illegal or unenforceable in any respect, this Agreement shall remain in effect and be construed without regard to such provision.
- F. **TITLES:** The titles and section headings in this Agreement are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- G. **ATTORNEYS' FEES:** In the event of a dispute between the County, EDA and CVSI under this Agreement which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- H. **NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the work, nor any extension of time, shall operate as a waiver of any provision of this Agreement, nor of any power herein reserved to the County or the EDA, or any right to damages herein provided, nor shall any waiver of any breach of the Agreement be held to be a waiver of any other or subsequent breach. Failure of the EDA to require compliance with any term or condition of this Agreement shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- I. **SUBCONTRACTORS:** Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by CVSI in connection with the work, CVSI shall:
 - a. Within seven (7) days after receipt of amounts paid to CVSI for work performed by a subcontractor, either: i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any contract; or ii. Notify the EDA and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

- b. CVSI shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.
 - c. CVSI shall pay interest to any subcontractor on all amounts owed by CVSI that remain unpaid after seven days following receipt by CVSI of payment from the County or EDA for work performed by the subcontractor under Agreement, except for amounts withheld as allowed in subdivision (a)(ii) above. Unless otherwise provided under the terms of any contract, interest shall accrue at the rate of one percent (1%) per month.
 - d. CVSI shall include in each of its subcontracts under this Agreement a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
 - e. CVSI's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section shall not be construed to be an obligation of the County or EDA. No Agreement modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.
- J. **NO ASSIGNMENT BY CVSI:** CVSI may not assign this Agreement without the express written consent of the EDA and the County, which may be granted or withheld in the EDA's or the County's sole discretion.
- K. **INDEMNIFICATION:** CVSI agrees to indemnify, keep and save harmless the EDA and the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with CVSI's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of this Agreement. CVSI shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the EDA or the County in any such action, CVSI shall, at his or her own expenses, satisfy and discharge the same. Nothing contained in this Contract shall be deemed to be a waiver of the EDA's or the County's sovereign immunity.
- L. **DRUG-FREE WORKPLACE:** Pursuant to Virginia Code § 2.2-4312, CVSI agrees to (i) provide a drug-free workplace for CVSI's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in CVSI's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of CVSI that CVSI maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- M. **DEFAULT AND TERMINATION:** In addition to all other remedies at law or in equity, in the event of a default by CVSI, the County may direct the Grant funds be returned to the

County immediately. In no way is this Section intended to limit the EDA's or the County's rights or remedies in the event of a default by CVSI or termination of this Agreement and any rights the County may have over the Grant funds and use thereof. CVSI shall be in default under this Agreement for any failure to adhere to the requirements, terms and provisions of this Agreement. The EDA shall have the right to terminate this Agreement in the event of a default by CVSI.

- N. **COMPLIANCE WITH IMMIGRATION LAW:** Pursuant to Virginia Code § 2.2- 4311.1, CVSI does not, and shall not during the performance of the Agreement, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- O. **NOTICES:** All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County, EDA or CVSI, as applicable, or sent by first class mail to the County, EDA or CVSI at the addresses set forth below or at such other address as a party may designate from time to time by notice given in accordance with the terms of this section. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed. Bryan Rothamel, Fluvanna County Economic Development Authority Coordinator and the Chair of the EDA should be provided any required notice to the EDA under this Agreement at 132 Main Street, Palmyra, VA 22963. Eric Dahl, Fluvanna County Administrator should be provided any required notice to the County under this Agreement at 132 Main Street, Palmyra, VA 22963. _____ should be provided any required notice to CVSI under this Agreement at _____.

[Signature Page to Follow.]

IN WITNESS WHEREOF, the parties hereto set their signatures and seals by their respective duly authorized representatives as of the date first above written.

ECONOMIC DEVELOPMENT AUTHORITY OF FLUVANNA COUNTY

By: _____

Its: _____

Date: _____

CENTRAL VIRGINIA SERVICES, INC.

By: _____

Its: _____

Date: _____

Board of Supervisors Minutes

August 19, 2020

MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

Fork Union Broadband Expansion – Eric Dahl, County Administrator

- Mrs. Booker asked how many children live in the projected broadband expansion.

MOTION:	<p>Approve up to \$520,000 of the \$4.758 million Fluvanna County received from the Commonwealth of Virginia, as part of The Coronavirus Aid, Relief, and Economic Security (CARES) Act, to be allocated to the Economic Development Authority of Fluvanna County (the "EDA") related to a broadband expansion project in an unserved and underserved territory in the southern portion of the County near Fork Union as such project has been presented (the "Broadband Project"), to assist with social distancing, distance learning, teleworking, telehealth for our residents and businesses, and utilizing the EDA under Section 15.2-4900 et seq. of the Code of Virginia "through the promotion of their safety, health, welfare, convenience, or prosperity", in response to the COVID-19 disruption, subject to approval by the County Administrator and the County Attorney of an appropriate agreement consistent with this resolution between Fluvanna County and the EDA on the Broadband Project, and further authorize the County Administrator to execute such agreement subject to the County Attorney's approval as to form; and further subject to approval by the EDA, the County Administrator and the County Attorney of an appropriate agreement related to Firefly Fiber Broadband services and the Broadband Project consistent with this resolution between the EDA and Central Virginia Services, Inc., a Virginia corporation, d/b/a Firefly Fiber Broadband, and a subsidiary of the Central Virginia Electric Cooperative, and further authorize the County Administrator to approve and if necessary execute such agreement subject to the County Attorney's approval as to form.</p>				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

7A – BOARDS AND COMMISSIONS

None

8 - PRESENTATIONS

Parks and Recreation Fall Youth Day Program Update – Aaron Spitzer, Director of Parks and Recreation

Parks & Recreation Fall Day Program and Family Support Update

Background:

- On August 12, 2020 the Fluvanna County School Board voted to keep school facilities closed to students and implement 100% K-12 virtual instruction through at least November 2, 2020.
- This decision was based on the premise that students congregating at 50% capacity indoors, created too much of a health risk for the community. Keeping with the School Board's decision, Fluvanna County is unable to run interactive indoor programming with groups of students until November 2, 2020 or later.

Family Resource Assistance:

- Parks and Recreation could open two of its facilities for WIFI availability for child school work weekday nights, Monday through Friday from 6:30pm - 8:30pm.
 - Fluvanna County Community Center (Fork Union)
 - We can safely get 10 tables in the Stage Room while following social distancing protocols.
 - We can safely get 6 tables in the Senior Room while following social distancing protocols.
 - P&R Carysbrook Gym (Carysbrook Sports Complex)
 - We can safely get 20 tables in the Gymnasium while following social distancing protocols.
 - Beaver Dam Baptist Church (Troy)
 - We can safely get 20 tables in the two areas we are allotted to use while following social distancing protocols.

Staffing Concerns:

- Parks and Recreation can staff the three locations with CARES funding.

Exhibit A

**FLUVANNA COUNTY BOARD OF SUPERVISORS
 AGENDA ITEM STAFF REPORT**

TAB H

Date:	August 19, 2020				
AGENDA TITLE:	Fork Union Broadband Expansion				
MOTION(s):	<p>I move the Board of Supervisors approve \$520,000 of the \$4.758 million Fluvanna County received from the Commonwealth of Virginia, as part of The Coronavirus Aid, Relief, and Economic Security (CARES) Act, to be allocated to the Economic Development Authority of Fluvanna County (the "EDA") related to a broadband expansion project in an unserved and underserved territory in the southern portion of the County near Fork Union as such project has been presented (the "Broadband Project"), to assist with social distancing, distance learning, teleworking, telehealth for our residents and businesses, and utilizing the EDA under Section 15.2-4900 et seq. of the Code of Virginia "through the promotion of their safety, health, welfare, convenience, or prosperity", in response to the COVID-19 disruption, subject to approval by the County Administrator and the County Attorney of an appropriate agreement consistent with this resolution between Fluvanna County and the EDA on the Broadband Project, and further authorize the County Administrator to execute such agreement subject to the County Attorney's approval as to form; and further subject to approval by the EDA, the County Administrator and the County Attorney of an appropriate agreement related to Firefly Fiber Broadband services and the Broadband Project consistent with this resolution between the EDA and Central Virginia Services, Inc., a Virginia corporation, d/b/a Firefly Fiber Broadband, and a subsidiary of the Central Virginia Electric Cooperative, and further authorize the County Administrator to approve and if necessary execute such agreement subject to the County Attorney's approval as to form.</p>				
STRATEGIC INITIATIVE?	Yes X	No	If yes, list initiative(s):	A2	
AGENDA CATEGORY:	Public Hearing	Action Matter X	Presentation	Consent Agenda	Other
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Immediate				

DISCUSSION:

- Fluvanna County received \$4,758,404 from 2 rounds of Coronavirus Aide, Relief, and Economic Security funding.
- The CARES Act provides that payments from the Fund may only be used to cover costs that:
 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 - The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.
 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
 - The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020.
 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
- US Treasury guidance “Coronavirus Relief Fund Frequently Asked Questions Updated as of August 10, 2020” number 36. May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?
 - Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.
- The southern portion of Fluvanna County is unserved and underserved for broadband.
- The County has been in discussions with CVEC/Firefly Fiber Broadband (Central Virginia Services, Inc.) to provide broadband into the unserved/underserved portion of the County. The eligible fiber expansion project would include:
 - Option 1 begins on Carysbrook Rd, just south of the Rivanna River, going to Rt. 15 between Carysbrook Elementary School and the Department of Social Services complex, going south on Rt. 15 to Dixie and continuing south on Rt. 15 to the edge of Fork Union. It will pass ~96 homes and businesses, including the Carysbrook Elementary school, Department of Social Services and the Fluvanna Community Center. It is 5 miles of fiber and will cost \$350,000.

- Option 2 covers the same area as option 1 above, plus extends east along Rt. 6 from Dixie down to Holmhead Rd. It also includes Gravel Hill Rd and Davis Lane. This build will pass 150 homes and businesses, take 7.4 miles of fiber and cost \$520,000.
 - It is staff's recommendation that the County proceed with Option 2.
- CVEC/Firefly Fiber Broadband will provide a free wifi hotspot at the elementary school or some other building the county chooses, with Firefly paying for equipment and bandwidth. They will also make sure that wifi is available without cost at community ballfields. Firefly will pay for the work on the present CVEC/Firefly Fiber Broadband system to connect this project back into the internet, which will include overlashed fiber and additional electronics at our communications hut.
- For the education, safety, health, welfare, convenience, or prosperity of our residents, having access to broadband is a needed utility during the pandemic which allows for distance learning, tele-health and tele-working possibilities.
- The COVID-19 pandemic has changed the way that our residents' function daily, there will be an on-going and necessary need for broadband through December 30, 2020 and beyond.
- Fluvanna County Public Schools will be starting the school year 100% virtual and it is undetermined when that need will end. Broadband in this un-served/underserved will serve an immediate need for virtual learners providing additional access to educational option.
- The buildout would bring fiber into the area of the County that has the greatest need for broadband expansion outside of the CVEC/Firefly Fiber Broadband system allowing for safe telework and virtual learning avenues in such area. This project can also serve as a launching point for further extensions of fiber and internet access into this section of the County in the future. Having fiber in place also makes backhaul available for any cellular or fixed wireless providers that might decide to place a tower or transmitter in the area. Public safety is increased by increased availability of communication options during the COVID-19 crisis.
- The residents of Fluvanna County through the pandemic have changed the way in which they work for their employers and teleworking has become a vital way for our community to continue to be gainfully employed through the pandemic.
- Being a rural community, having reliable and high-speed broadband is essential through a pandemic, being able to have access to health care providers through telehealth.
- The Commonwealth of Virginia is a Dillon Rule state, limiting local governments to the powers expressly granted to them by the state.

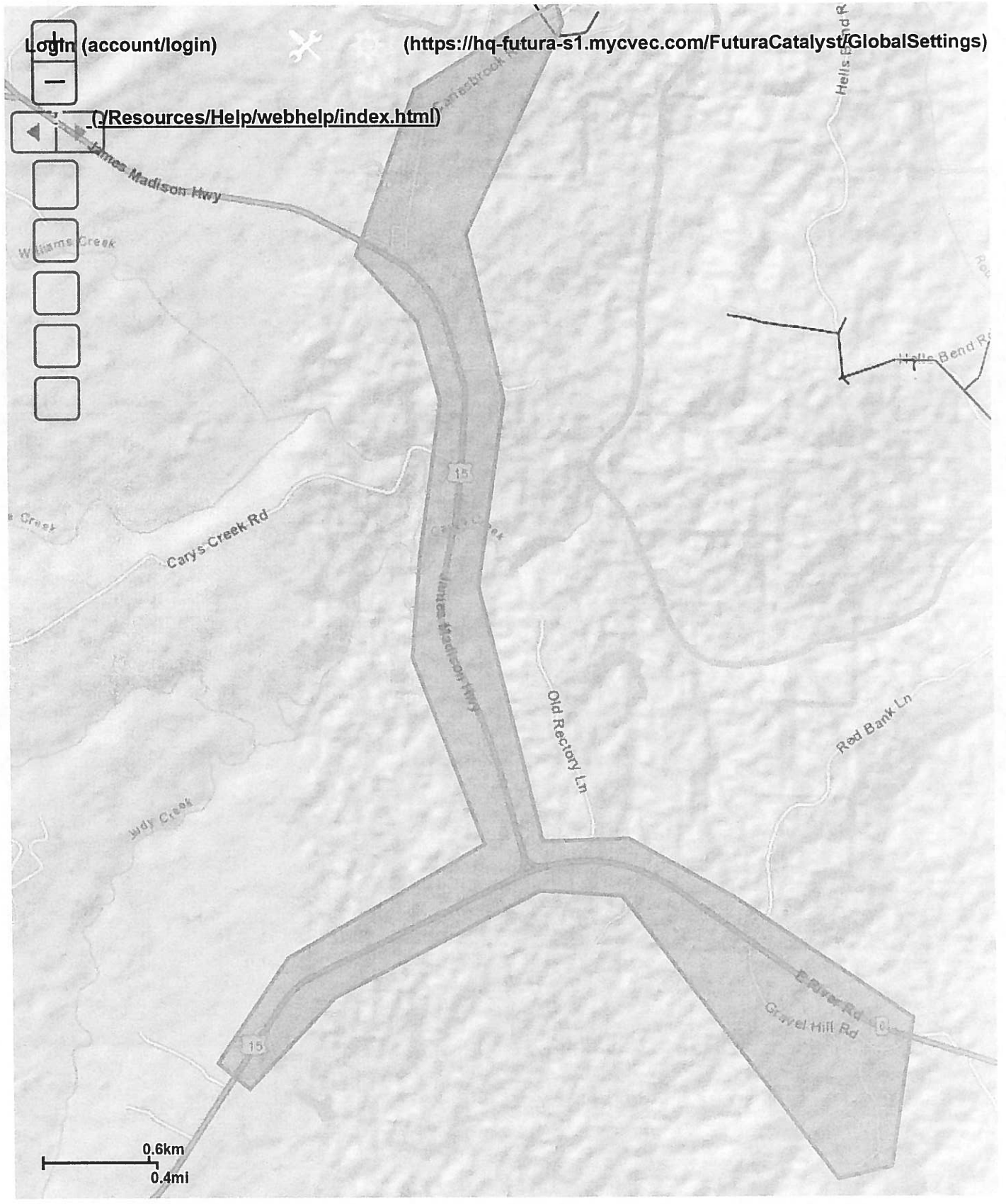
	<ul style="list-style-type: none"> • The Commonwealth has not expressly granted local governments to distribute funds to businesses or organizations. • The Fluvanna County Economic Development Authority does have the authority to distribute funds to businesses and organizations. • If the Board of Supervisors approves this action, the County Attorney will continue to work with the EDA and CVEC/Firefly Fiber Broadband for the necessary MOU's and Resolutions for future board meetings and consideration. 				
FISCAL IMPACT:	Funding would be allocated from the CARES Act.				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	<ul style="list-style-type: none"> • Fork Union Broadband Expansion Map 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			X

Catalyst (L)

Login (account/login)

(https://hq-futura-s1.mycvec.com/FuturaCatalyst/GlobalSettings)

(/Resources/Help/webhelp/index.html)



Catalyst ^(L)

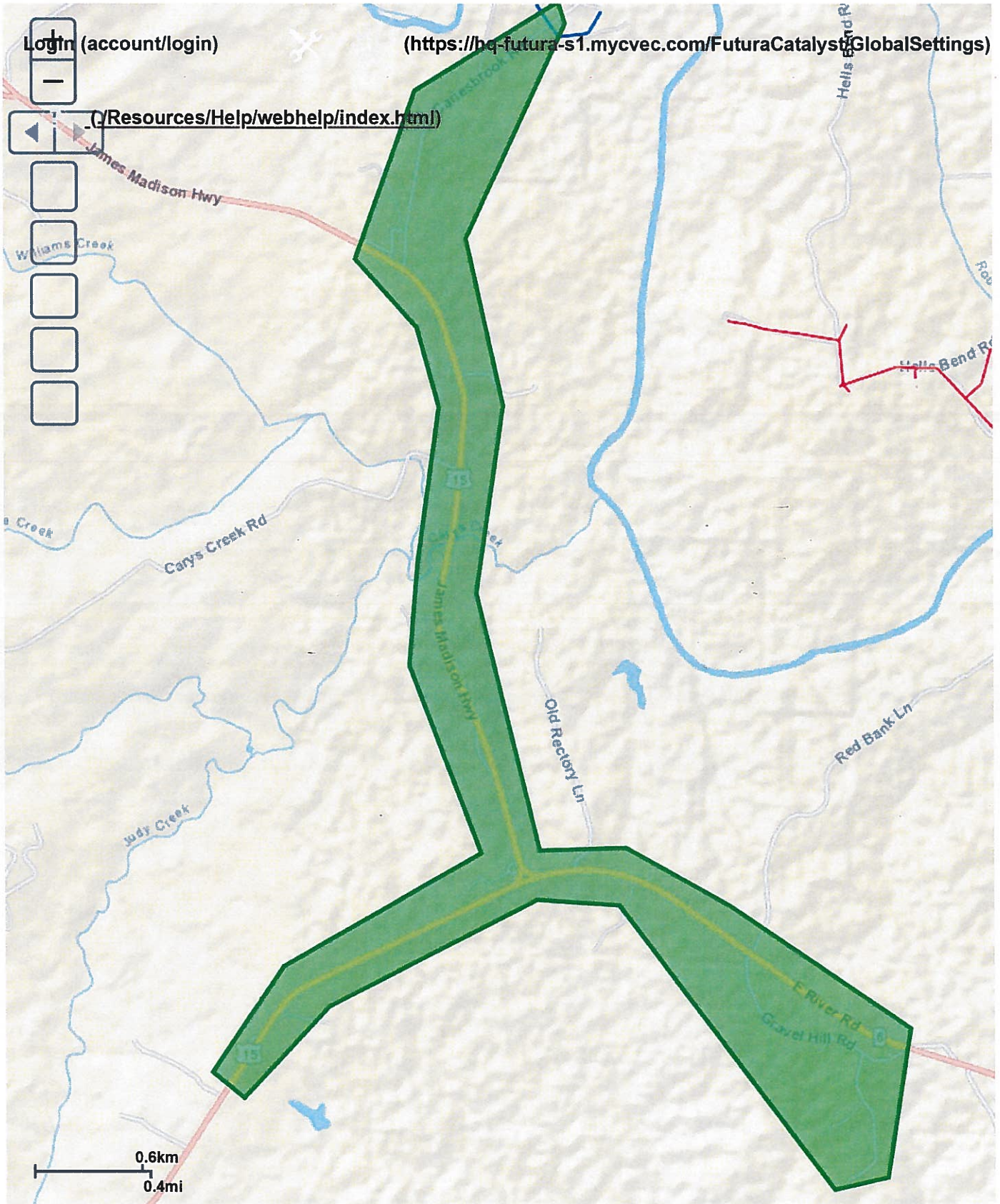


Exhibit B

Exhibit C –

**Memorandum of Agreement between Fluvanna County
and the Economic Development Authority of Fluvanna
County [Please insert when approved and executed.]**

FW: Potential Fluvanna CARES fiber build

Eric Dahl <edahl@fluvannacounty.org>

Thu 8/13/2020 5:02 PM

To: Kristina Hofmann <khofmann@fluvannacounty.org>

Kristina,

One additional email providing some information.

Eric M. Dahl

County Administrator

County of Fluvanna

132 Main St.

Palmyra, Va 22963

(Ph) 434-591-1910 x 1058

edahl@fluvannacounty.orgwww.fluvannacounty.org**From:** Gary Wood [mailto:gwood@MyCVEC.com]**Sent:** Wednesday, August 5, 2020 12:53 PM**To:** Eric Dahl <edahl@fluvannacounty.org>**Cc:** Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>; Tina Mallia <tmallia@MyCVEC.com>; Bryan Rothamel <brothamel@fluvannacounty.org>**Subject:** RE: Potential Fluvanna CARES fiber build

Eric;

Here are a few more items about the fiber build:

1. This project is based on an entirely UG build which is more expensive than building on utility poles. The process of building on other utilities' poles typically adds about six to 12 months of coordination, field engineering, pole modification, etc before the fiber construction begins. We might be able to identify a few areas where Dominion has poles that would not require changes and we might be able to attach to them. If so, and if we can create savings this way we will pass those savings along to Fluvanna county. The short window of time before this project must be finished requires the tradeoff of not building it the cheapest way.
2. The buildout would bring fiber into the area of the county that has the greatest need for broadband expansion outside of the CVEC system. This project will serve as a launching point for further extensions of fiber and internet access into this section of the county. Firefly intends to continue looking for all sources of funding and support to address the areas of the county in which there are not firm plans for broadband access. Having fiber in place also makes backhaul available for any cellular or fixed wireless providers that might decide to place a tower or transmitter in the area.

The Firefly service includes a free router and maintenance/replacement of the router. We do not charge a connection fee when we are in the area doing construction. We have no contracts, no surprise fees and there is no incentive pricing that will increase later. We have 18 employees, 14 of whom work out of our Palmyra office. We are adding three more positions in the next few weeks as we increase the speed of construction and begin to prepare for off CVEC system builds. We appreciate the support of the county and look forward to a long term partnership that will be beneficial to both parties.

Gary

From: Eric Dahl <edahl@fluvannacounty.org>**Sent:** Wednesday, August 5, 2020 10:39 AM**To:** Gary Wood <gwood@MyCVEC.com>**Cc:** Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>; Tina Mallia <tmallia@MyCVEC.com>; Bryan Rothamel <brothamel@fluvannacounty.org>**Subject:** RE: Potential Fluvanna CARES fiber build

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gary,

Thank you very much for this information, this will be really helpful for the Fluvanna Board to make a decision. I want to thank you and your team for pulling this together in a short timeframe and I hope to have some solid guidance on these options after this evening. I you have any additional maps or further information, that would be great!

We will be discussing this at the end of the meeting in open session under "Unfinished Business - Local Allocations for Federal CARES Coronavirus Relief Funds", where we will discuss additional uses of CARES funds. If they approve for this to move forward (either option), we would work to have a formal agreement on the August 19th Board of Supervisors meeting for approval.

Thanks again and let me know if you have any questions.

Eric M. Dahl

County Administrator

County of Fluvanna

132 Main St.

Palmyra, Va 22963

(Ph) 434-591-1910 x 1058

edahl@fluvannacounty.orgwww.fluvannacounty.org**From:** Gary Wood [mailto:gwood@MyCVEC.com]**Sent:** Wednesday, August 5, 2020 10:14 AM**To:** Bryan Rothamel <brothamel@fluvannacounty.org>; Eric Dahl <edahl@fluvannacounty.org>

Exhibit D

Cc: Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>; Tina Mallia <tmallia@MyCVEC.com>

Subject: RE: Potential Fluvanna CARES fiber build

Bryan:

I need to get a few more statistics, but here are two options for consideration:

Option 1 stays along Rt 15 to the edge of Fork Union. It will pass 96 homes and businesses, including the Carysbrook Elementary school, social services and a county parks and rec office. It is 5 miles of fiber and will cost \$350,000.

Option 2 covers the same area as option 1, plus extends east along Rt 6 from Dixie down to Holmhead. It also includes Gravel Hill Rd and Davis Lane. This build will pass 150 homes and businesses, take 7.4 miles of fiber and cost \$520,000.

If we build either we will provide a free wifi hotspot at the elementary school or some other building the county chooses, with Firefly paying for equipment and bandwidth. We will also make sure that wifi is available without cost at community ballfields. Firefly will pay for the work on the present CVEC system to connect this project back into the internet, which will include overlashed fiber and additional electronics at our communications hut.

Retail rates for residential are \$49.99 for 100 mbs service and \$79.99 for gigabit service. Phone can be added to either of those for \$29.99. Our business rates are very competitive as well. When we build out we waive the normal \$100 connection fee while we have contractors in the area and can easily extend service drops.

I am including some rough maps of the areas, and hope to have more finished maps available for you later this morning.

That provides a high level overview. Let me know if you need other details.

Gary

From: Bryan Rothamel <brothamel@fluvannacounty.org>

Sent: Wednesday, August 5, 2020 9:31 AM

To: Gary Wood <gwood@MyCVEC.com>; Eric Dahl <edahl@fluvannacounty.org>

Cc: Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>

Subject: RE: Potential Fluvanna CARES fiber build

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gary,

I hope you are well ! We wanted to see if you had any estimates available. We have a Board of Supervisors meeting today and it would be helpful if we had some additional estimates so we can get feedback from the Board today as we work to proceed.

Have a great day!

From Fluvanna,

Bryan Rothamel
Economic Development Coordinator
Fluvanna County

#FromFluvanna

brothamel@fluvannacounty.org | YesFluvanna.org | (434) 591-1900 x1053

From: Gary Wood <gwood@MyCVEC.com>

Sent: Monday, August 3, 2020 6:03 AM

To: Bryan Rothamel <brothamel@fluvannacounty.org>; Eric Dahl <edahl@fluvannacounty.org>

Cc: Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>

Subject: RE: Potential Fluvanna CARES fiber build

Thanks for this info Bryan. I will look into the GIS site download.

Gary

From: Bryan Rothamel <brothamel@fluvannacounty.org>

Sent: Friday, July 31, 2020 5:49 PM

To: Gary Wood <gwood@MyCVEC.com>; Eric Dahl <edahl@fluvannacounty.org>

Cc: Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>

Subject: RE: Potential Fluvanna CARES fiber build

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gary,

Here is what our GIS tech was able to pull today. I do want to note, sidewalks start in Fork Union at 4985 James Madison Hwy. The road widens at the same point so VDOT may be using the entire right of way there.

Our tech did note that you can download data from our GIS. I'm not sure how to do that but he said the website allowed that. If you need anything additional, please let me know.

Have a great weekend!

From Fluvanna,

Bryan Rothamel
Economic Development Coordinator
Fluvanna County

#FromFluvanna

brothamel@fluvannacounty.org | YesFluvanna.org | (434) 591-1900 x1053

From: Gary Wood <gwood@MyCVEC.com>

Sent: Friday, July 31, 2020 12:24 PM

To: Eric Dahl <edahl@fluvannacounty.org>; Bryan Rothamel <brothamel@fluvannacounty.org>

Cc: Galen Creekmore <gcreekmore@MyCVEC.com>; Melissa Gay <mgay@MyCVEC.com>; Jesse Ward <jessew@conexon.us>; Dennis Reece <dreece@fireflyva.com>

Subject: Potential Fluvanna CARES fiber build

Eric and Bryan:

I am attaching a rough layout of a route from our present fiber location to Fork Union. In reviewing this, we will be very close on getting it completed as we have some significant field data collection prior to starting design. Since it is outside of the CVEC territory we have no info on GIS locations of homes or other field design concerns. We are looking closely at it but wanted to give you this head's up. As a minimum we would stop outside of the Fork Union village to avoid the congested VDOT easement area where there are sidewalks, large paved parking areas, driveways close together, yard plantings, etc.

It would be helpful if the county could share a shape file with building locations for the route. We could determine how much more work would be required with that info if you could make it available to us. We do not need owner info but just the building locations (homes and businesses) for now. Let me know if you could make that available to us please.

If we cannot complete the larger extension, I do feel very comfortable we can come down Carysbrook Road and connect the social services building, the school and the former plant site that you would like to market for economic development. We might want to look at two phases in the proposal – one for the extension to get to these “most connect” sites and a second one to extend further if we feel comfortable we can get the planning and construction done. Please give us the address of the specific sites for the “must connect” proposal if you can.

Thanks,

Gary

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM**

TAB G

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Public Hearing Advertisement for FY21 ZXR Budget Amendment				
MOTION(s):	I move the Board of Supervisors authorize staff to advertise for a Public Hearing on an FY21 budget amendment of \$2,829,790.75 from debt proceeds to the Zion Crossroads FY21 Budget to be held on October 21, 2020.				
TIED TO STRATEGIC INITIATIVES?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Liz McIver, Management Analyst				
PRESENTER(S):	Liz McIver, Management Analyst				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Effective for FY21				
DISCUSSION:	Per the Code of Virginia 15.2-2507, any additional appropriation(s) which increases the total budget by more than 1% of the total expenditure budget for that fiscal year is required to be advertised for a public hearing at least seven days prior to the Board of Supervisors' approval of such appropriation; with such advertisements authorized by the County Administrator, unless the County Administrator deems such request for advertisement should require Board of Supervisors approval. Due to the nature of the advertisement, it was deemed appropriate to make the Board of Supervisors aware prior to advertisement.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	"Fluvanna County Notice of Public Hearing" for the FY21 Budget Amendment				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	XX				



FLUVANNA COUNTY NOTICE OF PUBLIC HEARING

BY ORDER OF FLUVANNA COUNTY BOARD OF SUPERVISORS

Pursuant to Virginia Code Sec. 15.2-2507, the Board of Supervisors of Fluvanna County, Virginia (the “County”) will hold a public hearing at 7:00 p.m. on Wednesday, October 21, 2020, in the Fluvanna County Library Building located at 214 Commons Blvd, Palmyra, Virginia, 22963 with respect to the following proposed amendment to the County’s Fiscal Year 2021 Budget:

The Adopted FY2021 budget totals \$79,787,241 in revenues and expenditures. The proposed amendment for the Zion Crossroads Construction Budget calls for an increase of \$2,829,790.75 in revenues and expenditures.

If the Board has resumed holding its meetings “in person,” the public hearing will be conducted at 7:00 p.m. in the Fluvanna County Library, 214 Commons Blvd, Palmyra, Virginia, and interested persons may appear at such time and place and present their views. If the October 21, 2020 meeting of the Board is held “virtually,” as has been the Board’s practice in recent months due to the COVID-19 pandemic, instructions for participation in the public hearing will be available on the County’s website: <https://www.fluvannacounty.org/bos>. Interested persons wishing to express views may also submit written comments prior to the time of the hearing to the attention of Eric M. Dahl, County Administrator, 132 Main Street, Palmyra, Virginia 22963.

TO: Fluvanna Review THRU: Finance Department

Advertise on the following date(s): Thursday, October 1, 2020 and October 8, 2020

**Authorized by: Fluvanna County Administrator
Bill to: Fluvanna County Board of Supervisors**

DISCUSSION:				
ENCLOSURES:	Candidate Applications			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name:		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union	
		District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
Years Lived in Fluvanna	Cell Phone – preferred?	Home Phone – preferred?	Email
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience.):			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY:			
<p>Applicants are considered as vacancies occur and your application will be kept on file for three years.</p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p>Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</p> <p>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</p>			
Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	

PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES ON WHICH YOU WISH TO SERVE.

X	Board, Commission, Committee
	Agricultural/Forestral District Advisory Committee
	Board of Equalization (BOE)
	Board of Zoning Appeals (BZA)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Columbia Task Force (CARE)
	Community Policy & Management Team (CPMT)
	Economic Development Authority (EDA)
	Economic Develop. & Tourism Advisory Council (EDTAC)
	Family Assessment and Planning Team (FAPT)
	Finance Board
	Fluvanna Partnership for Aging Committee (FPA)
	Fork Union Sanitary District (FUSD) Advisory Committee
	James River Water Authority (JRWA)
	JAUNT Board

X	Board, Commission, Committee (cont.)
	Jefferson Area Board of Aging (JABA) Advisory Council
	Jefferson Area Board of Aging (JABA) Board of Directors
	Library Board of Trustees
	Monticello Area Community Action Agency (MACAA)
	Palmyra Area Revitalization Committee (PARC)
	Parks & Recreation Advisory Board (RAB)
	Piedmont Virginia Community College (PVCC) Board
	Planning Commission
	Region Ten Community Services Board
	Rivanna River Basin Commission
	Social Services Board
	Thomas Jefferson Planning District Commission (TJPDC)
	Thomas Jefferson Water Resources Protection Foundation
	Youth Advisory Council (YAC)
	OTHER:

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

Office Use Only	
Application Received On:	Application Received By:
Acknowledgement Sent:	
Renewal Date:	Remarks:
Renewal Date:	
Renewal Date:	
Renewal Date:	

Updated: March 13, 2020

Name	Gary L. Davis, Jr	Company	Riverside Research
Labor Category		Work Location	Charlottesville, VA
Security Clearance	TS/SCI	Years of Experience	17
Special Qualifications	GEOINT Analysis (SAR, Spectral, Thermal), SOCET GXP, ENVI, RemoteView, GETS, NGDS, Microsoft Office (PowerPoint, Word, Excel)		
Education	Field of Study	Institution	Year
Associate of Applied Science	Information Systems Technology – Cybersecurity Specialization	Piedmont Virginia Community College	Expected 2021
Courses toward Bachelor of Science	Computer Information Systems (Computer Forensics)	DeVry University	Mon Year – Mon Year Mar 2012 – Dec 2012
Certifications and Training		Institution	Year
GEOINT Professional Certification Fundamentals (GPC-F)		NGA/NSG	2018
OJT		297th Military Intelligence Battalion, Fort Gordon, GA	2004
Imagery Analyst Course (96D)		Alpha 305, Fort Huachuca, Arizona	2003
On the Job Training (OJT)		3rd Military Intelligence Battalion, Korea	2003
Summary of Professional Experience			
<ul style="list-style-type: none"> • 17 years of diverse military and civilian experience in strategic and tactical analysis of many forms of imagery acquired through remote sensing. • Accomplished military operations specialist, experienced in instructing, maintenance, and standardization programs. • Proficient using Windows and UNIX based operating systems and Microsoft Office computer applications (PowerPoint, Word and Excel). • Skilled in analyzing and producing products from an integrated suite of multifunction sensors including: Synthetic Aperture RADAR, Infrared, Spectral and Geospatial. • Knowledgeable in the production, work flow, software, and hardware associated with processing, exploitation, and dissemination of GEOINT in support of national security. • Performs processing, exploitation, and interpretation of Multispectral (MSI), Thermal, and Synthetic Aperture Radar (SAR) data for a variety of defense intelligence applications. • Produces and delivers time dominant first phase, 2nd phase, and 3rd phase intelligence analysis. 			
Relevant Work History			
Riverside Research Charlottesville, VA		Remote Sensing Analyst Sep 2010 – Present	
<p>Mr. Davis provides direct support to the NGIC Applied Remote Sensing (NARS) at the National Ground Intelligence Center (NGIC); a national node under the Army National to Theatre (NTT) program and is the Army's center for spectral expertise. He performs in-depth exploitation of National and Theatre Derived GEOINT data providing single-source and fused products in support of ground requirements for the COCOMs, Joint Special Operations Forces, NGIC and the IC. He authors numerous high quality GEOINT reports and associated graphics in support of the NARS mission objectives. Mr. Davis is the NARS Assistant Production Manager where he ensures accurate reporting on Essential Elements of Information (EEl)s from Request for Information (RFIs), meeting last time information is of value (LTIOV), and communicating with NARS Military and civilian customers. Mr. Davis is the Army NGIC Applied Remote Sensing (NARS) lead for a DIA Joint Working Group where he gives monthly briefings to his peers and seniors. Mr. Davis performs Quality Control (QC) on GEOINT reports to ensure accurate reporting and meeting the LTIOVs set by the customers. He operates with the following applications and tools necessary for Spectral analysis and production: Remote View, SOCET GXP, ENVI, NGDS, National Production Workshop (NPW), Web-based Access and Retrieval Portal (WARP) or the National Exploitation System (NES) and with standard office application software Microsoft Word, Excel, and</p>			

Power Point.	
Electronic Warfare Associates (EWA) / Information Infrastructure Technologies (IIT), 513th Military Intelligence Brigade Fort Gordon, GA	AGI/EOINT Senior Analyst Oct 2006 – Sep 2010
<p>Mr. Davis worked as a Supervisor for six GEOINT Analysts. He provided training support, which focused on increased hands-on experience to other analytical personnel on AGI software, capabilities, and techniques. He served as an AGI Analyst performing daily processing and exploitation of SAR and MSI data using AGI derived techniques to generate over 3500 high quality products, while conducting QC for over 3500 products produced by the analyst prior to delivery to the customer. He performed AGI analysis utilizing specialized software and techniques to process, analyze, and report findings from collection in support of Joint Intelligence AGI requirements from national and theater collection systems. He coordinated with local, theater and national requirements managers to ensure the effective utilization of collection assets (national and theater) in accomplishing the mission. He reviewed existing technical programs and capabilities and assessed the viability of these programs and their ability to meet current and future mission needs. He developed and maintained training plans and course material. He was responsible for the accuracy, production, and timeliness of various AGI products. He operated Remote View, SOCET GXP, ENVI, the Imagery Exploitation Support system (IESS), the National Exploitation System (NES) and with standard office application software Microsoft Word, Excel, and Power Point.</p>	
US Army, 513th Military Intelligence Brigade / 297th Military Intelligence Battalion Fort Gordon, GA	AGI/GEOINT Analyst Nov 2004 – Oct 2006
<p>Mr. Davis served as a MASINT Analyst performing daily processing and exploitation of SAR data using MASINT techniques to generate over 1500 high quality products. He possessed extensive knowledge of all the production and work flows associated with MASINT processing, exploitation, and dissemination. He interfaced with the Requirements Manager to determine priorities of production and to ensure that RFIs are understood and customer requirements are met for a full mission accomplishment. He assisted in training new MASINT analysts in the Tactics, Techniques, and Procedures associated with MASINT derived products. He conducted QC of products produced by the analyst prior to delivery to the customer.</p>	
US Army, Imagery Processing Cell, 3rd Military Intelligence Battalion Camp Humphries, South Korea	AGI/GEOINT Analyst Jul 2003 – Nov 2004
<p>Mr. Davis provided near-real time actionable intelligence for commanders as a member of a forward deployed support team as an Airborne Reconnaissance Support Team (ARST). He served as a Mission Analyst and Mission Supervisor for ground support to the ARL-M, an airborne multi-source collection platform, providing real time exploitation, data recording, and data links to ground/maritime stations and remote sensors. He was selected as a group subject matter expert, responsible for the training of incoming personnel and the advanced training of supervisors. He briefed mission capabilities, executions, and success rates to senior military officials (Captain, Warrant Officers and Lieutenant Colonel), flight crews, and civilian leaders. He provided Mission support and produced Collection requirements to units involved with the Moving Target Indicator (MTI) Missions and Day Time Electro-Optical Missions. He created Mission schedules for the Imagery Processing Cell (IPC) and implemented a comprehensive training program which focused on increased hands-on experience for trainees.</p>	
Significant Accomplishments	
<ul style="list-style-type: none"> ● Received a Riverside Research Intelligence Defense Solutions (IDS) Directors Impact Award ● First person (either Government or Contractor) to have a GEOINT/SAR product appear in a Presidential Daily Briefing from the NARS. ● Passed the GEOINT Professional Certification Fundamentals (GPC-F) Assessment ● Received the National Intelligence Meritorious Unit Citation ● Army NGIC Applied Remote Sensing (NARS) lead for a DIA Joint Working Group ● GEOINT product appeared in the classified DIA working group magazine ● Consistently demonstrates one of the lowest error rates on GEOINT products among over 25 analysts in my section. 	

Updated: March 13, 2020

- Authored over 800 GEOINT related intelligence reports with over 2,582 associated annotated images and graphics in support of the AGB NARS mission objectives.
- Entrusted to conduct GEOINT product Quality Control (QC) for the section. Conducted QC and released 2,355 GEOINT reports.
- Took on section production lead responsibilities during a high pace and high stress period when the team conducted split duties supporting PED production between two theaters of operations.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB I

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	VDOT Quarterly Report				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Bethel Kefyalew, Operations Engineer, & Alan Saunders, VDOT Residency Administrator				
RECOMMENDATION:	Information Only				
TIMING:	Routine				
DISCUSSION:	Quarterly VDOT update.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	VDOT Quarterly Report				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

**Culpeper District, Louisa Residency
Fluvanna County Monthly Report: September 2020**

Fluvanna Mileage, Structures

PRIMARY MILES	SECONDARY MILES	STRUCTURES	TOTAL MILES
102.34	598.62	75	700.96

Fatal Accidents

DATE	LOCATION	ALCOHOL	RESTRAINT
3/3/2020	Rt. 600, South Boston Rd - East of Lake Monticello	No	Yes
4/9/2020	Rt. 761, Branch Rd - 0.8 Miles East of Rock Lane	Yes	Motorcycle
6/8/2020	Rt. 604, Covered Bridge Rd- 0.5 Miles South of Venable Rd	Unknown	No

*Of the 819 fatalities in VA in 2018, 126 were related to distracted driving and 298 were motor vehicle occupants not wearing a seatbelt.
 **10% of all drivers do not wear a seatbelt. Of all driver fatalities, 50% are from the 10% that do not wear a seatbelt if the option was available.

[Link to Smart Scale Information](#)

[Link to Smart Scale Projects \(Filter for Fluvanna Co. Projects\)](#)

Fluvanna County Smart Scale Projects:

- Rt. 53/1015 Turkeysag Roundabout
- Rt. 600/618 Lake Monticello Left Turn Lane
- Rt. 250/631 Troy Rd Roundabout

Smart Scale Round 4 Key Dates:

- November 6, 2019, Project Development Workshop
- February 2020, Project Review
- March 1 - April 17, 2020, Pre-application Deadline
- August 17, 2020, Application Deadline



Projects:

PROJECT	LAST MILESTONE	NEXT MILESTONE	AD DATE
Route 53/618 Roundabout, (UPC:96938)	CN Begins	CN Underway	Expected Completion Fall 2020
Route 1001 – PE Study (UPC 115895)	PE Authorization	Survey in Review	Expected Completion Summer 2020
Route 659 – PE Study (UPC 115896)	PE Authorization	Survey in Review	Expected Completion Summer 2020
Route600/618Intersection Improvements (UPC 111739)	Floodplain Analysis	Pursuing Add. SS Funding	Anticipated FEB 2022

Additional Road Projects:

- **On-Call Pipe Replacements** PR07-967-255, (UPC 106020)
- **District Wide Guardrail Repair and/or Replacement** GR07-967-269, (UPC 106849)
- **District Wide ADA Compliance** ADA7-967-317, (UPC 108027)
- **On-Call District Wide Pavement Marking** TS07-967-325 (UPC 108282)

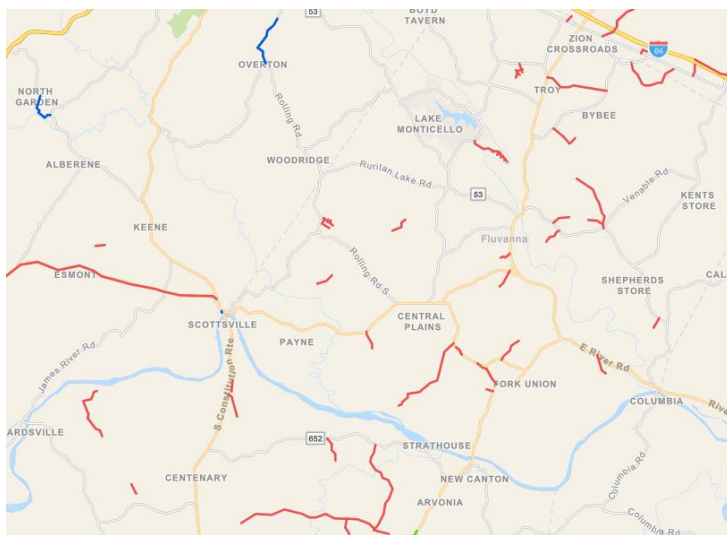
State-Force and District-Wide Bridge Projects:

- **District Wide Bridge Deck Cleaning and Washing** BRDG-967-241, (UPC 105980);
- **District Wide Bridge Maintenance** BRDG-967-240, (UPC 105979);
- **Route 623 over Venable Creek, Completed;**
- **Route 53, .5 miles S of Lake Monticello Rd - Emergency Pipe Replacement; Completed;**
- **Route 616 Soil Nailing Slope Repair; Completed;**

Resurfacing Projects:

VDOT provided the County with a list of routes included in the 2020 resurfacing schedule. Please review the routes listed and let us know if you have any questions or concerns. Customers can view VDOT’s resurfacing schedule and route status on VDOT’s public website via the following link: <http://www.virginiaroads.org/> (Select "Web Maps" and "Statewide Paving Status")

Fluvanna County Resurfacing					
Plant Mix			Surface Treatment		
Schedule	Miles	Cost/Estimate	Schedule	Miles	Cost/Estimate
2019	4.94	\$863.675	2019	43.65	\$590,849
2020	---	---	2020	55.52	\$421,558
2021	---	---	2021	16.07	\$229,394



Legend

Statewide Paving Status Map (Public View) 2020

- Scheduled
- In Progress
- Completed
- Rescheduled

Traffic Engineering

Studies under Review:

- Route 53 High School Speed Limit Reduction
- Route 633, 1079 N.Boston Rd – Chevrons/Curve Warning Signage + edge line consideration
- Route 250 speed study, from Route 631 to Route 15

Completed Studies:

- Route 600 speed limit sign review completed, additional signage not recommended
- Route 250/708 Right Turn Lane Warrant Analysis review completed
 - Turn lane not warranted.
- Routes 652, 655, 656 Centerline Pavement Markings review completed
 - Routes 655 & 656 do not meet minimum width (18ft) or minimum VPD (500)
 - Route 652 does not meet minimum VPD
- Route 53 shoulder safety improvements (proximity 4800 block +/-); Curve warning signs installed
- Fire Station signs along roadway by Fork Union Fire Station on Route 15 installed
- Speed limit and signage study at intersection of Route 761 and Route 620 installed
- Route 15 at Route 644 Speed Study;
 - Speed limit reduction not warranted
- Centerline Marking on Rt. 613, Bybees Church Rd; Approved, Installation completed, 8/17/2020
- Route 1066, Rosewood Drive- 25 speed limit sign installed 3/31/2020

County Safety and Operational Improvements:

- Route 250 at Route 631 (Troy Rd): grading to improve sight distance is completed
- Route 600 at Broken Island Rd: Request for safety improvements to improve visibility at the curve; Larger chevron signs and puppy track pavement markings have been installed
- Village of Palmyra Traffic Circle: County and VDOT staff plan to simulate EMS response prior to installing pavement markings;

- Route 53 at Route 660 (Cunningham): VDOT continues to evaluate this intersection for interim and long-term safety improvements
- Route 629/631 intersection review and grading work completed
- Digital Speed Display Signs (ongoing)
- Route 1037 Lexie Lane No Outlet Sign to be resized and relocated; completed 7/7/2020
- Route 53 at Turkey Trail white delineator posts replaced on 6/23/2020

Area Land Use

Fluvanna County Plan/Plat Review - Received July-August 2020							
Project Name	Routes/Address	Submission Type	VDOT Contact	VDOT Received Date	Locality Due Date	VDOT Comment Date	Status
Houchens Living Trust Minor Subdivision	600-TMP 18-A-53	Final Plat Review,	John Wilson	7/8/2020	8/21/2020	7/13/2020	Review Complete - Acceptable
Tractor Supply Co	600-TMP 18-A-53	Site Plan,	John Wilson	7/8/2020	8/21/2020	7/13/2020	Review Complete - Acceptable
Aspen Hill Farms Minor Subdivision	672-TMP 41-A-44D	Preliminary Plat Review,	John Wilson	7/7/2020	8/21/2020	7/17/2020	Review Complete - Acceptable
Mechanical Building Solutions	15-TMP 5-9-2	Site Plan,	John Wilson	7/14/2020	8/31/2020	7/31/2020	Review Complete - Revision Required
Greenberry's Final Site Plan	1021-Zion Station Road	Site Plan,	Mark Wood	7/14/2020	8/31/2020	7/23/2020	Review Complete - Acceptable
CVEC Kidds Store Substation	6-TMP 39-A-34	Final Plat Review,	John Wilson	7/28/2020	9/11/2020	7/29/2020	Review Complete - Acceptable
Island Hill Rural Cluster Major Sub	600-South Boston Road	Preliminary Plat Review,	Mark Wood	7/21/2020	9/4/2020	8/3/2020	Review Complete - Acceptable
Ernest & Rose Butler/National Communication Towers Site Plan	6-TMP 39-A-29	Site Plan,	John Wilson	8/7/2020	9/21/2020	8/10/2020	Review Complete - Revision Required
Fluvanna Firearms	15-6690 James Madison Hwy, Fork Union Va 23033	Site Plan,	John Wilson	8/7/2020	9/21/2020	8/19/2020	Review Complete - Revision Required
Central Virginia Electric Cooperative	6-TMP 39-A-34	Special Exception,	John Wilson	8/6/2020	8/13/2020	8/7/2020	Review Complete - Acceptable
Brad Booker Major Rural Cluster Subdivision	678-Miles Jackson Road	Final Plat Review,	Mark Wood	8/17/2020	10/1/2020		Review Underway
Sun Tribe Solar LLC/Fluvanna Middle School	649-Fluvanna Middle School	Site Plan,	John Wilson	8/24/2020	10/8/2020	8/27/2020	Review Complete - Acceptable

- Zions Crossroads Small Area Plan: Existing condition transportation data & draft survey was presented at January 13th stakeholder's meeting. A web page is in development for this study.
- Virtual meeting was held with Villages at Nahor to discuss tree removal and sidewalk replacement.

Maintenance Activities

- VDOT crews in Palmyra and Zion Crossroads Area HQ have responded to **123** Work Orders in FY21. Top actives have been dead animal removal and fallen tree/limb clearing.

BOS Manual:

http://www.virginiadot.org/business/resources/local_assistance/BOSmanual.pdf

Alan Saunders, P.E.
Residency Engineer
VDOT Louisa Residency
540-967-3710

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB J

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	November 3rd Election Presentation				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			X		
STAFF CONTACT(S):	Joyce Pace, Registrar				
PRESENTER(S):	Joyce Pace, Registrar				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	On September 2, 2020, the Board of Supervisors asked the Registrar or the Electoral Board to present the outline of operations for the November 3, 2020 election.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB K

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors September 2, 2020 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday, September 2, 2020, be adopted.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Draft Minutes for September 2, 2020.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
Regular Meeting 7:00pm**

MEMBERS PRESENT:

John M. (Mike) Sheridan, Columbia District, Chair
Tony O'Brien, Rivanna District, Vice Chair
Mozell Booker, Fork Union District*
Patricia Eager, Palmyra District*
Donald W. Weaver, Cunningham District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

**Due to health concerns, Mrs. Booker and Mrs. Eager are attending the meeting virtually/by telephone*

- *Mozell Booker, (Calling from 258 Bass Lane)*
- *Patricia Eager, (Calling from 1107 Mechunk Creek Drive)*

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 4:05pm Chair Sheridan called to order the Regular Meeting of September 2, 2020.
After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

MOTION:	Accept the Agenda, for the September 2, 2020 Regular Meeting of the Board of Supervisors.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

4 - COUNTY ADMINISTRATOR'S REPORT

Mr. Dahl reported on the following topics:

- Happy early Birthday to Mrs. Eager!
- Elected Officials VIRTUAL Breakfast
 - October 8th from 9:00 to 10:30am – details to follow
- **Free Drive through testing for COVID-19**
 - Tuesday, September 15th from 5pm-8pm
 - Fluvanna School Administration Building,
 - 14455 James Madison Hwy, Palmyra, VA
 - Call 434-972-6261 to schedule appointment
 - People can call to schedule an appointment:
 - o Fri., September 11 or Mon., September 14.
 - o from 8am-4:30pm
 - Walk-ins also welcome, although not guaranteed based upon demand.
- **Virginia Employment Commission - Fluvanna:**
 - Fluvanna has a workforce of 14,400
 - Continued Claims (receiving) as of Aug 22nd = 3.7% (526)
 - Initial Claims (applied) July 4 through July 25 = 0.6% (83)
 - Potential Unemployment = ~4.3%
- **Sheriff's Office is now posting statistics on their website.**
 - Updated monthly
 - <https://www.fluvannacounty.org/sheriff/page/statistics>
- **September is National Preparedness Month**
 - Week 1 September 1-5: Make A Plan
 - Talk to your friends and family about how you will communicate before, during, and after a disaster. Make sure to update your plan based on the Centers for Disease Control recommendations due to the coronavirus.
 - Week 2 September 6-12: Build A Kit
 - Gather supplies that will last for several days after a disaster for everyone living in your home. Don't forget to consider the unique needs each person or pet may have in case you have to

evacuate quickly. Update your kits and supplies based on recommendations by the Centers for Disease Control.

- Find out more at Ready.gov

FROM: Fluvanna Small Business Grants

- The list of funded businesses from Round 1 is available on <https://www.fluvannacounty.org/ced/page/fluvanna-small-business-grants>. It will be updated as businesses are funded.
- Round 2 opens on September 4. Signup form can be found on the above link. Round 2 is the final round and closes on September 18.
- We have \$502,000 available:
 - For profit/private schools: \$442,000
 - Non-profit: \$140,000

Next BOS Meetings:

Day	Date	Time	Purpose	Location
Wed	Sep 16	7:00 PM	Regular Meeting	Library
Wed	Oct 7	4:00 PM	Regular Meeting	Library
Wed	Oct 21	7:00 PM	Regular Meeting	Library

-Mrs. Booker asked Sheriff Hess about getting the statistics out to people who do not have access to computers.

5 - PUBLIC COMMENTS #1

At 4:17pm Chair Sheridan opened the first round of Public Comments.

- Rudy Garcia, 802 Rivanna Woods Drive, commented on the equity work being taken on by the Fluvanna County NAACP chapter. Some of the work being done is creating a database of offenses broken down by demographic. He asked additional funding be allotted to the Sheriff’s Office to continue the work in towards the database by upgrading the software used by the Sheriff’s Office.

With no one else wishing to speak, Chair Sheridan closed the first round of Public Comments at 4:20pm.

6 - PUBLIC HEARING

None.

7 - ACTION MATTERS

FY21 CARES Act Funding for Elections Supplemental Appropriation – Liz McIver, Management Analyst

- The Department of Elections is notifying local voter registration offices that they will be receiving separate CARES Act funding, that may be used for a number of expenses related to COVID-19 for the November 2020 federal elections only. These funds may be used toward any expenditures related to the protection of the health and safety of poll workers, staff, and voters during the federal election as well as those resulting from anticipated increased demand for absentee ballots by mail costs (e.g. printing ballots, printing envelopes, postage, etc.), equipment and temporary staff. Local voter registration offices may also utilize the funding for voter outreach to include mailings, public service announcements, etc. Funds cannot be utilized for items that would be needed regardless of the COVID-19 pandemic.
 - Fluvanna County received \$54,519
 - These funds must be spent by November 30, 2020 and are for additional election expenditures related to COVID19
- The Board of Supervisors asked the Registrar to present an outline of the preparation for the next election.

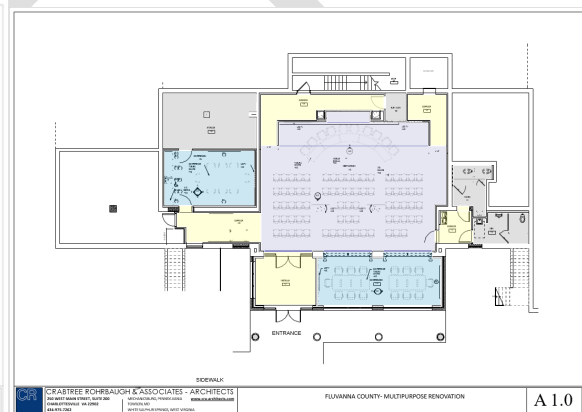
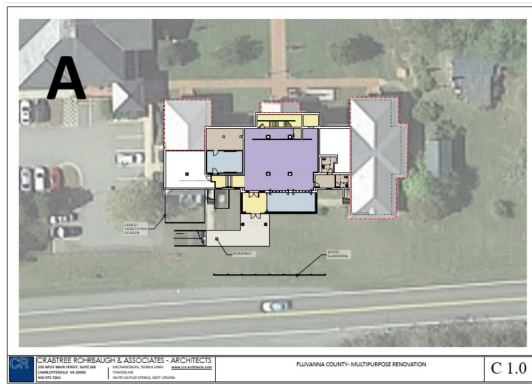
MOTION:	Approve a supplemental appropriation of \$54,519.00 to the FY21 Registrar CARES Elect Budget.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Basement Renovation

Scope of Work:

Renovate the basement of the Administration Building into a Multipurpose meeting room to serve functions such as the Board of Supervisors Meeting. Construction will include infill of existing overhead door openings, small vestibule addition, interior finished, lighting, sound system, HVAC system and renovated toilet rooms. This will allow for social distancing in public meetings.

- Contract Services: Remediation \$20,000
- Construction: Construction and Audio/Visual \$548,165
- Furniture: Board and Conference Room Furniture \$45,500
- Contingency: \$49,927
- A&E: \$68,210
- Estimated Total Cost: \$731,802



Board of Supervisors Minutes

- After a lengthy discussion, the Board of Supervisors agreed to proceed with option B.

MOTION:	Approve a budget transfer of \$663,592 from the FY21 CARES Act Contingency line to the following FY21 CARES Act lines to complete the Administration Building Basement renovation. <ul style="list-style-type: none"> • Contract Services: Remediation \$20,000 • Construction: Construction and Audio/Visual \$548,165 • Furniture: Board and Conference Room Furniture \$45,500 • Contingency: \$49,927 				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

Ratify advertisement to hold a Public Hearing on an Ordinance Amendment to Reduce the Penalty for Late Payment of Taxes on Tangible Personal Property – Eric Dahl, County Administrator

The previous late fee penalty for outstanding personal property taxes greater than thirty days was twenty-five percent. This amendment allows taxpayers failing to pay real estate and tangible personal property taxes on June 5 or December 5, as applicable, shall incur a penalty of ten percent of the tax past due.

MOTION:	Ratify a Public Hearing advertisement to be held on September 16, 2020 in order to receive public comment on a proposed amendment of Sec. 20-1-2.1 of the Fluvanna County Code, with the ads running on September 3rd & 10th 2020.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7A – BOARDS AND COMMISSIONS

None.

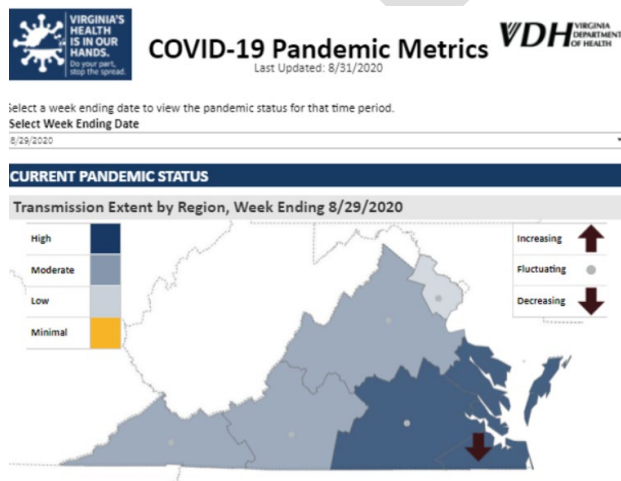
8 – PRESENTATIONS

Regional Legislative Programs – David C. Blount, Deputy Director/Director of Legislative Services

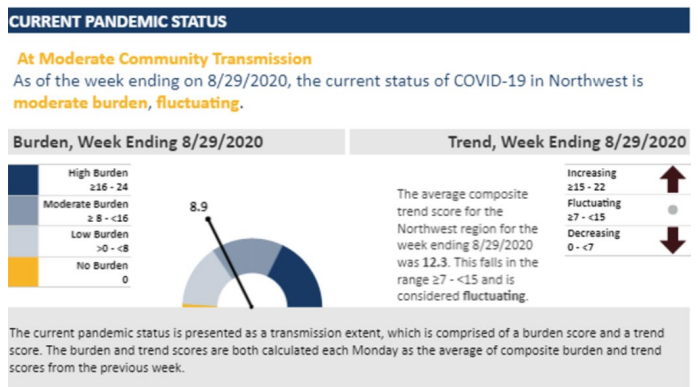
- Mr. Blount presented an update on legislation going to the General Assembly special session in Richmond including Law Enforcement legislation, COVID-19, budget, K-12 public education, social justice reform, CARES Act funding, broadband.
- Mrs. Booker commented on the overall importance of broadband in the community especially since so many children are participating in distance learning.
- Mr. Sheridan asked for an update on bill proposing the removal of SRO’s

VDH/TJHD COVID-19 Pandemic Metrics – Ryan L. McKay, MPA, Senior Policy Analyst, Thomas Jefferson Health District

- Mr. McKay presented a state, region and county overview of the COVID-19 Pandemic

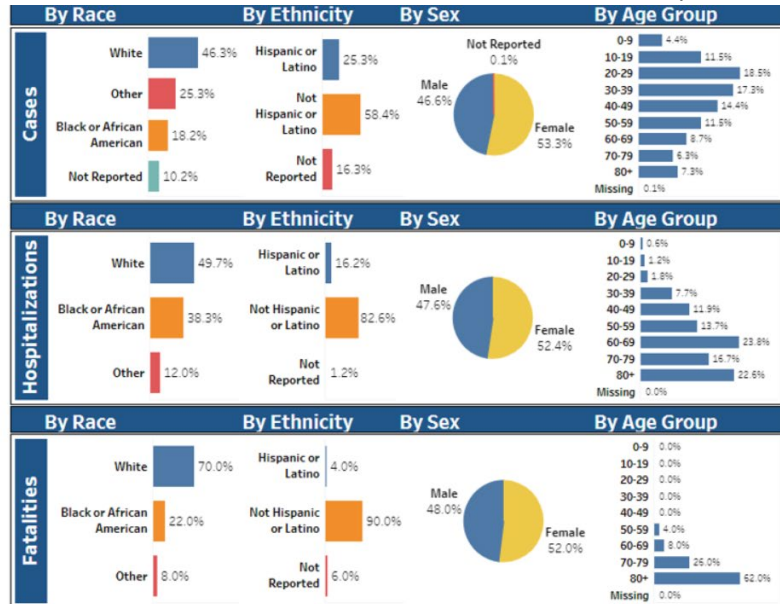


State and Regional Status as of 8/29/2020



TJHD Cases by Demographics

<https://www.vdh.virginia.gov/thomas-jefferson/tjhd-covid-19-data-portal/>



*Includes both people with a positive test (confirmed), and symptomatic with a confirmed exposure to COVID-19 (clinically diagnosed)
**Hospitalization status at time case was investigated by VDH. This underrepresents the total number of people hospitalized in TJHD
Data refreshed 8/31/2020

Fluvanna County Pandemic Metrics as of August 31st, 2020

August 17th, 2020

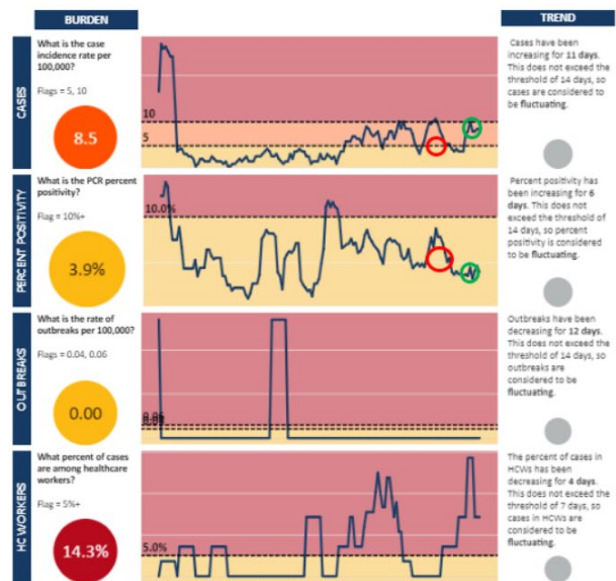
- Cumulative Cases: 203
- 7-day rolling sum (8/10-8/17): 10
- Percent Positivity, rolling 7-day average: 5.0%

August 24th, 2020

- Cumulative Cases: 210
- 7-day rolling sum (8/10-8/17): 7
- Percent Positivity, rolling 7-day average: 4.4%

August 31st, 2020

- Cumulative Cases: 226
- 7-day rolling sum (8/24-8/31): 16
- Percent Positivity, rolling 7-day average: 3.9%



TJHD Community Testing in Fluvanna

Date	Location	# tested	# positive	# tests available
4/25 (first test site in TJHD)	Fork Union	22	0	48
6/5	Fluvanna HS	45	3	48
6/22	Fork Union	35	2	48
7/13	Beaverdam	67	1	72
7/23	Kents Store	50	1	72
8/12	Palmyra	61	0	125
9/15	Palmyra	Pending	Pending	125
TOTALS		280	7	538

Face Covering Distribution

- 1780 masks to Fluvanna County pantries 40 to FCHD staff
- 610 to FCHD clients
- 1700 to Fluvanna NAACP
- 2000 to Fluvanna County Govt for schools, courts, etc.
- 550 to Fluvanna County grooming establishments and convenience stores
- 200 to Fluvanna Leadership for Race and Diversity
- 28 to Fluvanna County JAUNT riders

Summary Messages about COVID-19 in VA

- The COVID-19 situation in Virginia continues to evolve

Board of Supervisors Minutes

- A successful (efficacious and safe) vaccine in the near future is possible but not certain.
- COVID-19 will continue to spread in Virginia in coming months and maybe longer
- Observation, open communication, and coordination among public health, emergency services, clinical care, the public, and other partners is critical
- information updates will be available and communicated via www.vdh.virginia.gov/coronavirus

- The Board of Supervisors asked for a total number of people tested in Fluvanna.

9 - CONSENT AGENDA

The following items were approved under the Consent Agenda for September 2, 2020:

- Minutes of August 19, 2020 – Caitlin Solis, Clerk to the Board
- FY21 REPP (Radiological Emergency Preparedness Program) Grant Application – Debbie Smith, Emergency Management Coordinator

MOTION:	Approve the consent agenda, for the September 2, 2020 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Second		Motion		Abstain
VOTE:	Yes	Yes	Yes	Yes	
RESULT:	4-0-1				

10 - UNFINISHED BUSINESS

Youth Outdoor Gym Program Proposal – Aaron Spitzer, CPRP Director of Parks and Recreation

Background:

- On August 12, 2020, the Fluvanna County School Board voted to keep school facilities closed to students and implement 100% K-12 virtual instruction through at least November 2, 2020.
- This decision was based on the premise that students congregating at 50% capacity indoors, created too much of a health risk for the community.
- Fluvanna County Parks and Recreation department would like to offer a free all outdoor gym program geared towards 1st through 8th grade levels or 3rd through 10th grade levels from September 8 14 - October 29, since nothing like it is currently offered.

Possible Program Participants and Activities

- Parks and Recreation can handle 100 children from each grade, 1st- 8th or 3rd- 10th
 - Children will be divided into four stations, up to 25 children per station.
 - Each station will have 8’x8’ individual area with 6’ between each area.
 - Can be accomplished on a football field and track at a Fluvanna school facility.
 - Can possibly be accomplished at the carnival/rodeo area at Pleasant Grove Park.
- Outdoor Gym Program Activities

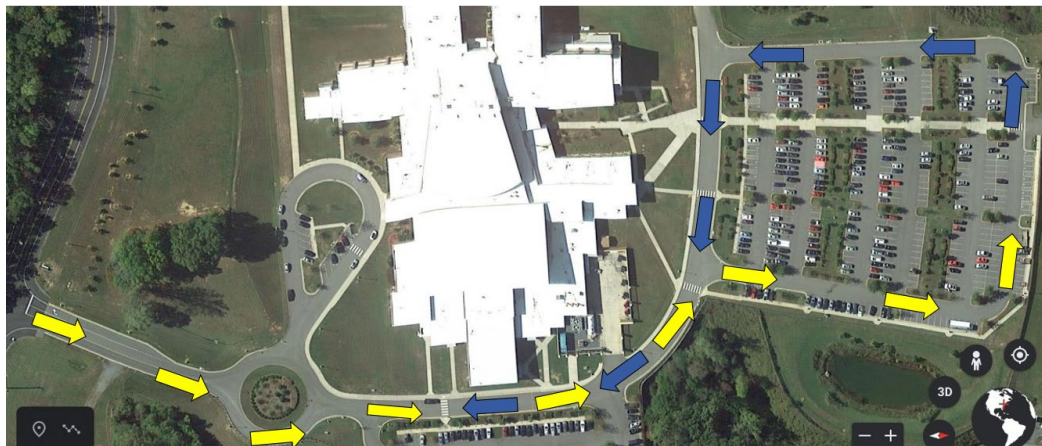
P&R is willing to work with school gym teachers to offer programs that satisfy weekly requirements.

- All stations will stretch at the same time (10 minutes).
- One station will be walking/running around a track (25 minutes).
- One station will be calisthenics with no equipment (25 minutes).
- One station will be yoga (25 minutes).
- One station will be mental exercises (25 minutes).

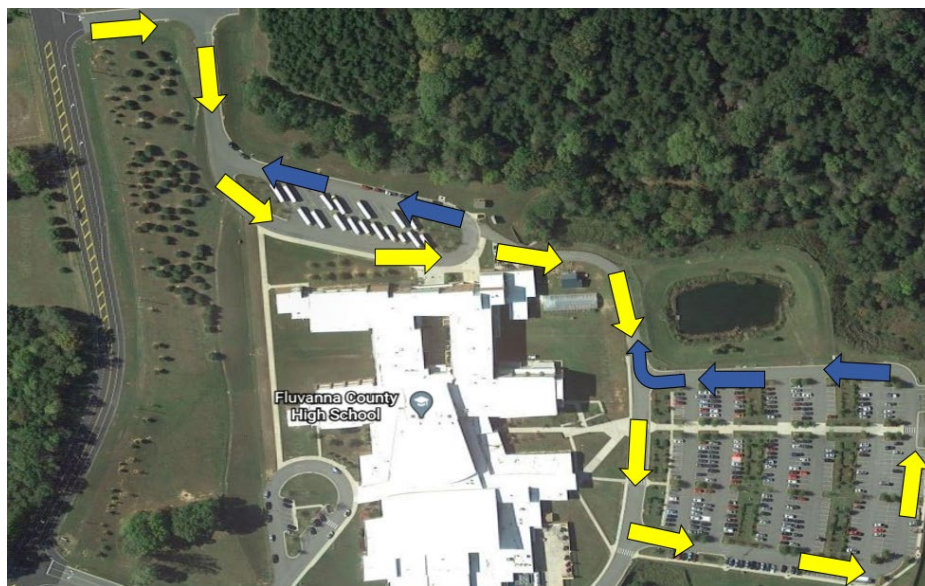
Layout of Program Participants – (3 feet = 1 yard)



Board of Supervisors Minutes
Drop-Off and Pick-Up Layout (main entrance)



Drop-Off and Pick-Up Layout (bus entrance)



Potential Outdoor Gym Program Grade Schedule

- **Mondays**
 - First Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Fifth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Tuesdays**
 - Second Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Sixth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Wednesdays**
 - Third Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Seventh Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Thursdays**
 - Fourth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Eighth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.

Potential Outdoor Gym Program Grade Schedule

- **Mondays**
 - Third Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Seventh Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Tuesdays**
 - Fourth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Eighth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Wednesdays**
 - Fifth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Ninth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.
- **Thursdays**
 - Sixth Grade 9am - 11am; Drop-Off time 8:40am - 9am, Pick-Up time 11am - 11:20am.
 - Tenth Grade 2pm - 4pm; Drop-Off time 1:40pm – 2pm, Pick-Up time 4pm - 4:20pm.

Staffing Needs

- P&R will need 5 - 6 employees to run this program
 - 1 to 2 full-time staff employees.
 - Composed of current staff.

Board of Supervisors Minutes

- 2 to 5 part-time staff employees will be needed to be hired.
 - Program will run 31 days and require two, three hour shifts.
 - Staff would work morning shift, afternoon shift, or both shifts.
 - Cost for five part-time staff for 930 hours = ~\$12,090.00
 - Currently have 920 hours available that were not used from Summer Camp Counselor staff.
 - No additional funds will be required to hire and schedule staff to offer this program as it can be funded by the current P&R part-time salary budget.

Operating Guidelines

- Temperature checks will be required for all children before entering the facility.
- Mask will be required to be worn at all times while in transition at the facility.
- We will require everyone entering the facility to use hand sanitizer.
- We will only allow one child at each 8’x8’ location.
- Parents will not be able to go inside or stay at the facility during the program.
- Parents must pre-register their child(ren) for the program no later than the Friday prior.
 - All registrations will go through our online registration program, RecDesk.
 - If a parent has no internet capabilities, they can call one of our offices and we can register them for the table.
- All child(ren) are required to bring their own water bottle/mat.
- If a child(ren) cannot stay at their area or abide by P&R guidelines, the parent will be contacted immediately to pick up the child from the facility.

MOTION:	Approve the program entitled “Youth Outdoor Gym Program” as presented and discussed in the presentation for up to eight grade levels by the Parks and Recreation Department to run September 14 - October 29, 2020, Monday - Thursday at the designated times on the Fluvanna High School football turf field and track.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	No	No	Yes	Yes	Yes
RESULT:	3-2				

Local Allocations for Federal CARES Coronavirus Relief Funds – Eric Dahl, County Administrator

- After a lengthy discussion, the BOS decided to table the Childcare discussion until more information is available.
- Mr. O’Brien asked for an update on the status of the touchless fixtures for the restrooms.
- Mr. Payne commented on the broadband update and asked the Board of Supervisors to clarify if they want to proceed with the long broadband line or the short line.
 - o After a lengthy discussion, the Board agreed to proceed with the long line of broadband expansion.

11 - NEW BUSINESS

None.

12 - PUBLIC COMMENTS #2

At 6:35pm, Chair Sheridan opened the second round of Public Comments.

With no one else wishing to speak, Chair Sheridan closed the second round of Public Comments at 6:35pm.

13 - CLOSED MEETING

MOTION:	At 6:35pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1, A.5, & A.6 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel, Prospective Industry and Investment of Funds.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O’Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

MOTION:	At 8:57pm, move Closed Meeting be adjourned and the Fluvanna County Board of Supervisors convene again in open session and “BE IT RESOLVED, the Board of Supervisors does hereby certify to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.”
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MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Motion		Second
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:					

- At 8:57pm, a motion was made to extend the Board of Supervisors meeting.

MOTION:	Approve a motion to extend the September 2, 2020 Regular Board of Supervisors meeting to 9:30pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

14 - ADJOURN

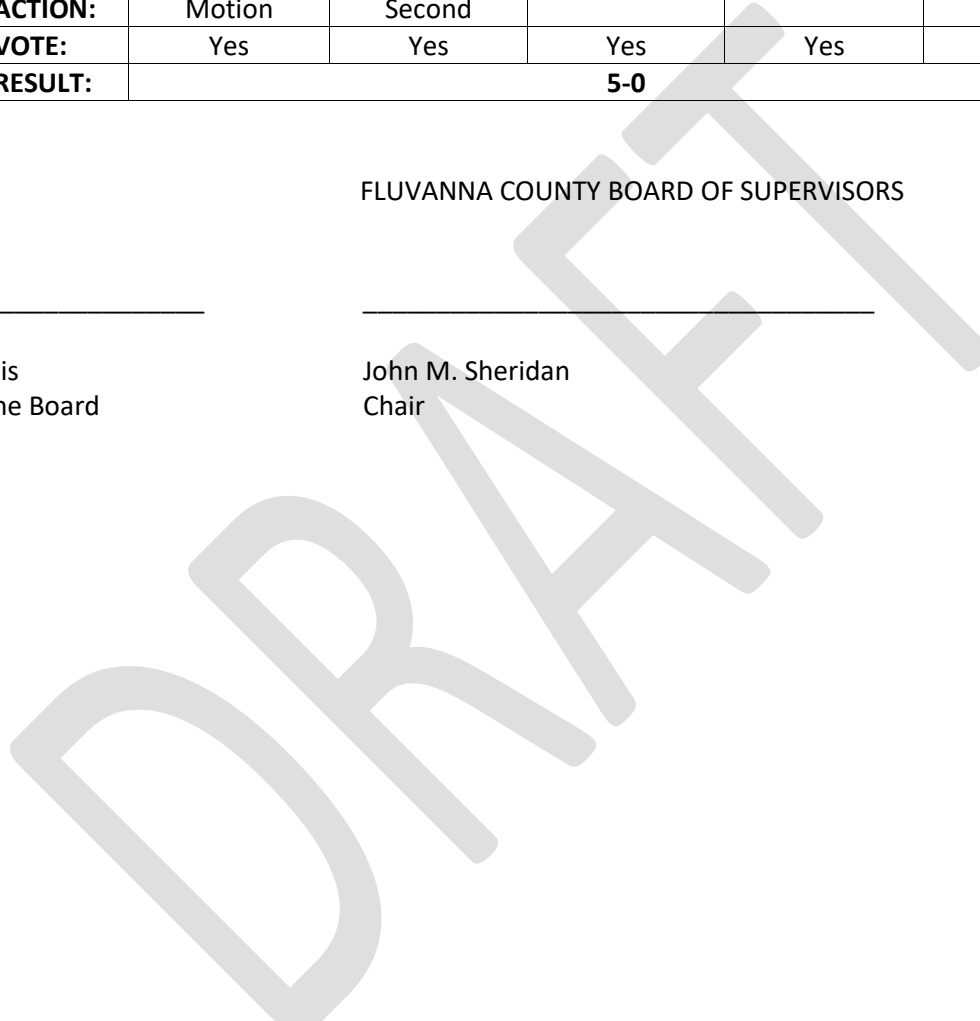
MOTION:	Adjourn the regular meeting of Wednesday, September 2, 2020 at 8:57pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. O'Brien	Mr. Sheridan	Mr. Weaver
ACTION:	Motion	Second			
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
Clerk to the Board

John M. Sheridan
Chair



**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB L

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Community Planning Month: Planning Is Essential to Community Recovery				
MOTION(s):	I move that the Board of Supervisors proclaim October 2020 as Community Planning Month in Fluvanna County, Virginia: Planning Is Essential to Community Recovery; which gives Fluvanna the opportunity to publicly recognize the participation and dedication of Planning Commission members, Planning staff and others who contribute their expertise to the improvement of Fluvanna County in the planning process.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		N/A
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Douglas Miles, Community Development Director				
PRESENTER(S):	Douglas Miles, Community Development Director				
RECOMMENDATION:	Recommend Approval to Proclaim October 2020 as Community Planning Month				
TIMING:	October 2020				
DISCUSSION:	N/A				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Proclamation _____				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



BOARD OF SUPERVISORS
County of Fluvanna
Palmyra, Virginia

PROCLAMATION 05-2020

Proclaiming October As Community Planning Month In Fluvanna County, Virginia:
Planning Is Essential to Community Recovery

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, boroughs, townships, rural areas and other places; and in 2020 we have experienced some major changes due to the COVID-19 pandemic; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live and through the current amendment of the County's 2015 Comprehensive Plan; and

WHEREAS, community planning provides an opportunity for all County residents to be meaningfully involved in making choices that determine the future of their community through the local planning process; and

WHEREAS, the full benefits of planning requires public officials and our residents to understand, support, and expect excellence in planning and plan implementation and to also participate to have a better future; and

WHEREAS, The American Planning Association (APA) and its professional institute, the American Institute of Certified Planners (AICP), endorse National Community Planning Month, as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of our overall environment; and

WHEREAS, the celebration of National Community Planning Month gives us the opportunity to publicly recognize the participation and dedication of the members of planning commission and others who have contributed their time and expertise to the overall improvement of the County of Fluvanna, Virginia; and

WHEREAS, we recognize the many valuable contributions that are made by the Planning staff members in the County of Fluvanna, Virginia and we extend our heartfelt thanks for the continued commitment to local public service by these well trained professionals that include staff members with AICP, CZA, and CZO certifications;

NOW, THEREFORE, BE IT RESOLVED THAT, the month of October 2020 is hereby designated as Community Planning Month in the County of Fluvanna, Virginia in conjunction with the celebration of National Community Planning Month in the USA, by the Fluvanna County Board of Supervisors this 16th day of September, 2020.

Passed and adopted this 16th day of September, 2020.

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB M

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Waiver of Sign Permit Fee for the new Registrar's Office Sign				
MOTION(s):	I move the Board of Supervisors approve to waive the \$155.00 Sign Permit fee associated with the relocation of new Registrar's Office Sign.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	Staff recommends waiving the associated Sign Permit fee, specifically since this is for a County owned project and the move to the new building was necessitated due to the early voting legislation changes.				
FISCAL IMPACT:	None. Because the Registrar Office is a county project, these fees would simply be transferring cash from one county account to another.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB N

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Upper Bremo Agricultural/Forestal District Review and Renewal				
MOTION(s):	I move to renew the Upper Bremo Agricultural/Forestal District, which consists of 11 parcels totaling 1851.78 acres, for an additional 10 year period, expiring on September 20, 2030.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Brad Robinson, Senior Planner				
PRESENTER(S):	Brad Robinson, Senior Planner				
RECOMMENDATION:	Approval				
TIMING:	Immediate decision requested				
DISCUSSION:	Request to renew the Upper Bremo Agricultural/Forestal District for an additional ten (10) year period. Section 15.2-4311 of the Code of Virginia states if the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district. If the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	The Board of Supervisors approved the creation of the Upper Bremo Agricultural/Forestal District on September 20, 2000.				
	The Board of Supervisors approved the renewal of the Upper Bremo Agricultural/Forestal District on August 4, 2010.				
	The district will expire on September 20, 2020 and is currently up for renewal for an additional ten (10) year period.				
ENCLOSURES:	Memo with resolution				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

Memo

To: Fluvanna County Board of Supervisors

From: Brad Robinson, Senior Planner

Date: September 16, 2020

Re: **Upper Bremo Agricultural/Forestal District Review and Renewal**

In accordance with Section 15.2-4311 of the Code of Virginia, the Planning Department contacted the current property owners of parcels identified in the above referenced agricultural and forestal district and advised them that the approved district would expire on September 20, 2020. This letter also advised the property owners that if the Planning Department did not receive a response, it would be determined that the property owner desired their property to remain in the existing district.

There are eleven (11) parcels that comprise the Upper Bremo Agricultural/Forestal District. No response was received from any of these parcels. It is the recommendation of the Planning Department that the Board of Supervisors renew the Upper Bremo Agricultural/Forestal District for an additional ten (10) year period.

The Upper Bremo District will consist of the following property owners and tax parcels after renewal:

OWNER'S NAME	TAX MAP PARCEL #	ACREAGE	RECEIVED FORM
Bremo Trust	57 A 38	192.034	
Johnston, Joseph F Jr	57 A 42	13	
Johnston, Joseph F Jr	57 A 43B	2.76	
Johnston, Joseph Forney Jr	57 3 2A	274	
Johnston, Joseph F Jr	57 3 5A	31	
Johnston, Joseph Forney Jr	58 A 6	1260	
Johnston, Joseph Jr & Freeman, George	58 A 6A	16.85	
Johnston, Joseph F Trustee	58 A 6B	9.76	
Johnston, Joseph F Jr Et Al	58 A 8D	22.358	
Johnston, Samuel Bronaugh	58 A 69	10	
Johnston, Joseph F Jr	58 7 A	20.019	
Total		1851.78	

The 2015 Comprehensive Plan designates this area of Fluvanna County as within both the Rural Residential and Rural Preservation Planning Areas.

Please be advised that Section 15.2-4311 of the Code of Virginia states in part that “*the local governing body may complete a review of any district created under this section. If the local governing body determines that a review is necessary, it shall ask for the recommendations of the local advisory committee and the planning commission in order to determine whether to terminate, modify or continue the district.*” It further states “*if the local governing body determines that a review is unnecessary, it shall set the year in which the next review shall occur.*” This is interpreted to mean that the Board of Supervisors has the authority to discuss the disposition and renew the qualifying districts without the recommendation of the advisory committee and the planning commission; however, if the Board feels that a review is necessary, the normal process, inclusive of a public hearing, shall be required.

If you have any questions or comments regarding this information, please contact me at (434) 591-1910 x 1061, or at brobinson@fluvannacounty.org.

Attachments:

- A. Resolution renewing AFD for an additional ten (10) year period



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia

RESOLUTION No. 26-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE UPPER BREMO AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE SEPTEMBER 20, 2030

At a regular meeting of the Board of Supervisors of the County of Fluvanna held in the Fluvanna County Library at 7:00 p.m. on the 16th day of September 2020, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Supervisors, the vote being recorded in the minutes of the meeting as shown below:

WHEREAS, the Fluvanna County Board of Supervisors approved the creation of the Upper BreMO Agricultural/Forestal District on September 20, 2000 for a ten-year period; and

WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Upper BreMO Agricultural/Forestal District on August 4, 2010; and

WHEREAS, the district will expire on September 20, 2020; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Upper BreMO Agricultural/Forestal District and advised them that the approved district would expire on September 20, 2020 and inquired whether the owners desired that the property remain in or be removed from the district.

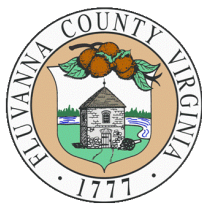
NOW, THEREFORE BE IT RESOLVED on this 16th day of September 2020 that the Fluvanna County Board of Supervisors hereby renews the Upper BreMO Agricultural/Forestal District for an additional ten-year period to expire on September 20, 2030.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 16th day of September, 2020;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Anthony P. O'Brien, Rivanna District						
John M. Sheridan, Columbia District						
Donald W. Weaver, Cunningham District						

Attest:

 John M. Sheridan, Chair
 Fluvanna County Board of Supervisors



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 26-2020

A RESOLUTION TO AUTHORIZE RENEWAL OF THE UPPER BREMO AGRICULTURAL/FORESTAL DISTRICT FOR AN ADDITIONAL TEN-YEAR PERIOD TO EXPIRE SEPTEMBER 20, 2030

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WHEREAS, the Fluvanna County Board of Supervisors approved the renewal of the Upper BreMO Agricultural/Forestal District on August 4, 2010; and

WHEREAS, the district will expire on September 20, 2020; and

WHEREAS, in accordance with Section 15.2-4311 of the Code of Virginia, the Fluvanna County Planning & Community Development Department contacted the current property owners of parcels identified in the Upper BreMO Agricultural/Forestal District and advised them that the approved district would expire on September 20, 2020 and inquired whether the owners desired that the property remain in or be removed from the district.

NOW, THEREFORE BE IT RESOLVED on this 16th day of September 2020 that the Fluvanna County Board of Supervisors hereby renews the Upper BreMO Agricultural/Forestal District for an additional ten-year period to expire on September 20, 2030.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at the regular meeting of the Board held on the 16th day of September, 2020;

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Anthony P. O'Brien, Rivanna District						
John M. Sheridan, Columbia District						
Donald W. Weaver, Cunningham District						

Attest:

John M. Sheridan, Chair
Fluvanna County Board of Supervisors

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB O

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Carysbrook WWTP - UV Disinfection Expansion Project Agreement #2				
MOTION(s):	I move the Board of Supervisors approve the Project Agreement #2 between Fluvanna County and RK&K for the Carysbrook WWTP - UV Disinfection Expansion Project from RK&K totaling \$4,613.				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Cyndi Toler, Purchasing Officer				
PRESENTER(S):	Cyndi Toler, Purchasing Officer				
RECOMMENDATION:	Approve				
TIMING:	Current				
DISCUSSION:	<ul style="list-style-type: none"> • The Carysbrook WWTP is owned and operated by Fluvanna County and serves the Carysbrook Elementary School • The system has a single UV disinfection system which has the potential to fail • The county has already purchased a second UV system to run parallel to the current system to improve reliability • VA DEQ has indicated to the County that a Certificate-to Construct is be required for this project, which is deemed a change in the plant's process, as well as a Certificate-to-Operate (CTO). • RKK will handle the assessments and the application preparation for both certificates 				
FISCAL IMPACT:	This is budgeted within the Utilities Budget				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	RK&Ks Carysbrook WWTP - UV Disinfection Expansion Project Proposal				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			PW

PROJECT AGREEMENT # 2
TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR
PROFESSIONAL SERVICES
CARYSBROOK WWTP - UV DISINFECTION EXPANSION PROJECT

This Project Agreement #2 (the "Project Agreement") made this ___ day of _____, 2020, between Fluvanna County, Virginia (the "County"), a political subdivision of the Commonwealth of Virginia, and Rummel, Klepper & Kahl, LLP (the "Consultant"), a Virginia limited liability partnership, is an addendum to that TERM CONTRACT BETWEEN COUNTY AND ARCHITECT/ENGINEER FOR PROFESSIONAL SERVICES dated the 7th day of February, 2019 (including all exhibits, and as modified by any amendments or addendums thereto the "Agreement"). All defined terms in the Agreement shall have the same meaning in this Project Agreement unless the context used herein requires otherwise.

Whereas, pursuant to the Agreement the County shall issue written task orders to the Consultant as services are needed;

Whereas the Consultant submitted a Proposal for "Carysbrook WWTP - UV Disinfection Expansion Project" dated August 26, 2020, ("the Proposal") which is attached hereto as Exhibit 1 and incorporated by reference herein as a material part of this Project Agreement;

Whereas, the County desires that the Consultant complete all those services listed in the Proposal, including, but not limited to, those services and associated deliverables described in the Proposal (the "Task order Services" or the "Services");

Whereas, the Consultant desires to accept the work and complete the Task Order Services and all work necessary and related thereto (the "Task Order").

For good and valuable consideration, the parties hereby agree as follows:

ARTICLE I: THE AGREEMENT

The foregoing recitations are incorporated by reference into this Project Agreement.

This Project Agreement is an addendum to and made a material part of the Agreement. The parties hereto agree that except as specifically and expressly modified hereby that Agreement remains in full force and effect and the provisions of the Agreement are incorporated herein and are a material part hereof.

ARTICLE II: TASK ORDER

Consultant shall provide all work and services necessary or desired to complete Services on the Task Order consistent with all provisions of this Project Agreement, Exhibit 1 and the Agreement.

The County's project manager for technical inquiries relating to this Project Agreement shall be:

Brian Estes
Assistant Director of Public Utilities
197 Main Street

Palmyra, VA 22963
Phone: (434) 591-1900
E-mail: bestes@fluvannacounty.org

Billing inquiries should be directed to Cyndi Toler, Purchasing Officer, whose contact information appears below in Article VI.

ARTICLE III: EXHIBITS AND RESOLVING CONFLICTS

The rights and duties of the County and Consultant applicable to the County's projects under this Project Agreement are set forth in the following Agreement Documents:

- (i) This Project Agreement;
- (ii) Exhibit 1 hereto;
- (iii) The Agreement including exhibits thereto; and
- (iv) The County of Fluvanna General Terms Conditions and Instructions to Bidders and Contractors, being a portion of Exhibit 1 which is attached to and a part of the Agreement.

Whenever possible, the terms of the above Agreement Documents shall be read together, however in the event of a conflict, the order of preference above shall govern which Agreement Document will control. In other words, (i) shall control over (ii) to (iii) above, and (ii) shall control over (iii).

ARTICLE IV: FEES

Notwithstanding anything to the contrary contained in Exhibit 1 hereto, the Consultant shall be paid hourly for their work based upon the rates set forth in Exhibit 3 to the Agreement and up to the following not-to-exceed flat fees for the Task Order Services: FOUR THOUSAND SIX HUNDRED THIRTEEN AND NO/100 DOLLARS (\$4,613.00) for the work on the Task Order.

The flat fees are not-to exceed amounts. The hourly fees up to the not-to-exceed total per task shall be payable by the County upon proper invoice by the Consultant as described herein. No invoice may be provided by the Consultant to the County until the Task Order is complete and all items or services purchased have been delivered to, inspected by and accepted by the County. The Consultant may invoice the County only when the entire Task Order is complete. The Consultant will be paid within forty-five (45) days of receipt of a proper invoice following final acceptance of all work on the Task order by the County in its sole discretion. The flat fee includes all fees, costs and charges of any kind to perform all the services and work, including supplying at its own cost and expense any necessary tools, equipment or materials, necessary or desirable for completion of the task specified.

ARTICLE V: TERM

Consultant shall with due diligence and dispatch assiduously pursue this Task Order to

completion, but in any event such Services and work being a part of the Task Order must be completed to the sole satisfaction of the County on or before the 30th day of October, 2020. Time being of the essence.

ARTICLE VI: MISCELLANEOUS

As appropriate to the context, the singular will include the plural and vice versa, and reference to one gender will include the others. This Project Agreement may be executed in one or more counterparts, each of which will be considered the Project Agreement for all purposes of proof. In addition to allowing electronic signatures upon an electronic copy of this Project Agreement, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This Project Agreement contains the entire understanding of the parties with respect to the subject matter hereof and is to be modified only by a writing signed by the parties to this Project Agreement. This Project Agreement will be binding upon and inure to the benefit of the respective parties and their successors. This Project Agreement is not assignable by either party, except by operation of law. The legal address for the County and for the Consultant and the addresses for delivery of Notices and other documents related to the administration of this Project Agreement are as follows:

County

ATTN: Cyndi Toler, Purchasing Officer
Fluvanna County
P.O. Box 540
Palmyra, VA 22963
Telephone (434) 591-1930
FAX (434) 591-1911

Consultant

Rummel, Klepper & Kahl, LLP
ATTN: Miriam Kronisch
2100 East Cary Street, Suite 309
Richmond, VA 23223
Telephone: (703) 259-3721; and (800) 540-4755
Facsimile: (804) 782-2141

Any party may substitute another address for the one set forth above by giving a notice in the manner required. Any notice given by mail will be deemed to be received on the fifth (5th) day after deposit in the United States mail. Any notice given by hand will be deemed to be received when delivered. Notice by courier will be deemed to have been received on the date shown on any certificate of delivery.

[Signature page to follow.]

In witness whereof the undersigned duly authorized representatives have executed this Project Agreement on the dates set forth beside their respective signatures.

Consultant:
Rummel, Klepper & Kahl, LLP

County:
Fluvanna County

By: _____ Date: _____ By: _____ Date: _____

Name: _____ Name: _____

Title: _____ Title: _____

Approved as to form:

Fluvanna County Attorney, by Kristina M. Hofmann, Assistant County Attorney

August 26, 2020

Mr. Brian Estes, Assistant Director of Public Works, Utilities
Fluvanna County
197 Main Street
PO BOX 540
Palmyra, VA 22963

RE: **Proposal for Professional Engineering Services
Carysbrook WWTP – UV Disinfection Expansion Project**

Dear Mr. Estes:

Rummel, Klepper & Kahl, LLP (RK&K) is pleased to submit this proposal for engineering services for the Carysbrook Wastewater Treatment Plant (WWTP) UV Disinfection Expansion project to the Fluvanna County Department of Public Utilities (FCDPU). This proposal is submitted in response to your initial request dated November 28, 2019, subsequent conversation over June and July 2020, and information shared and observed during an August 18, 2020 site visit.

Generally, the scope of work will entail permitting and construction of a second UV disinfection system provided by Trojan to serve as a redundant unit to the existing unit currently in service.

PROJECT BACKGROUND

The Carysbrook WWTP is owned and operated by Fluvanna County and serves the Carysbrook Elementary School, a Fluvanna County public school located at 9172 James Madison Highway, Fork Union, VA 23055. The system's permitted design capacity is 0.012 million gallons per day. The facility operates under VPDES permit number VA0082228. The facility discharges to the Rivanna River in the James River (middle) basin.

The existing UV disinfection system is the Trojan UV 3000™ PTP self-contained package unit and is direct buried in the ground. This unit is a single bank in a single train. The County has identified this unit process as a potential single point of failure and has purchased a second Trojan UV 3000™ PTP to serve as a second train, in parallel with the existing unit, to improve reliability. The permitted discharge limit for *E. coli* is a monthly average of 126 colony forming units per 100 milliliters (geometric mean).



The County plans to install the new UV unit with the County's internal labor force. The Virginia Department of Environmental Quality (VA DEQ) has indicated to the County that a Certificate-to-Construct (CTC) will be required for this project, which is deemed a change in the plant's process, as well as a Certificate-to-Operate (CTO).



Mr. Estes
August 26, 2020
Page 2

SCOPE OF SERVICES

To accomplish the project objectives, RK&K's services will include the following:

Existing Condition Assessment

RK&K will utilize input provided by FCDPU during the August 18 site visit and review of existing conditions and documents to determine the best approach for installation and operation of the new UV unit, paying special attention to the existing site conditions including both physical and electrical requirements. RK&K will correspond with Trojan to confirm the sizing of the existing and new units with respect to the current VPDES permit.

CTC Application Preparation

RK&K will prepare and submit the CTC application to the VA DEQ including supporting documents (plans and specifications) that are required to be referenced in the subsequent CTO application.

Post-construction Assessment

RK&K will visit the site and review the installation of the new UV unit is in accordance with the manufacturer recommendations and confirm the unit was installed in accordance with the CTC.

CTO Application Preparation

RK&K will prepare and submit the CTO application to VA DEQ.

CLIENT RESPONSIBILITIES

Owner will furnish the following items:

- Record drawings of the existing facilities in the project area to the extent available.
- Specifications related to the existing UV system and process piping/fittings.
- Currently enforceable discharge permit.
- Access to the site.
- Review fees and application fees required for project permitting.

ASSUMPTIONS

- RK&K will utilize existing documents to support compilation of plans and specifications as required by the CTO application.
- RK&K will not provide construction phase field testing services (3rd party testing).
- RK&K assumes all equipment and labor for the construction of the project will be provided by County forces.

EXCLUSIONS

The scope of work does not include:

- Structural inspection
- PLC Programming



Mr. Estes
August 26, 2020
Page 3

FEE

Based on the scope of services presented above and our current Annual Contract hourly rates, we propose a lump sum contract amount of **\$4,613**.

RK&K sincerely appreciates the opportunity to be of service to the County on this assignment. If you have any questions or require additional information, please do not hesitate to contact Mary Sawitzki or me to discuss.

Sincerely,
Rummel, Klepper & Kahl, LLP

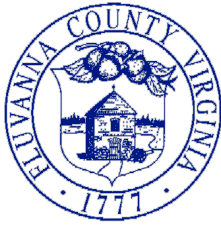
A handwritten signature in blue ink that reads 'Jeffrey P. Kapinos'.

Jeffrey P. Kapinos, PE
Senior Manager

Cc: Mary Sawitzki, Malachi Mills – RK&K

RK&K Hourly Fee Breakdown - Carysbrook WWTP - UV System Upgrade Assistance (August 2020)

	<u>Sr. PM</u>	<u>PM</u>	<u>Sr. PE</u>	<u>Sr. CAD</u>	<u>PE</u>	<u>Admin</u>	<u>Fee</u>	<u>Total</u>
I. Existing Conditions Assessment	1	4	0	0	2	0	\$1,257	\$1,257
II. Prepare CTC/CTO forms	1	8	0	0	6	0	\$2,497	\$2,497
III. Final Inspection to confirm CTO issuance		4	0	0	0	0	\$800	\$800
Total Project Hours	2	16	0	0	8	0	26	
Hourly Rate	236.50	200.00	152.50	99.00	110.00	51.00		
Reimbursables (Mileage) - 1 trip @ 110 miles/trip @ \$0.545/mile								\$60
Total	\$473	\$3,200	\$0	\$0	\$880	\$0		\$4,613



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2020-09-16 p.149/266
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

TAB P

MEMORANDUM

Date: September 16, 2020
From: Finance Department
To: Board of Supervisors
Subject: **Accounts Payable Report for August 2020**

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.

CATEGORY	AMOUNT
General	\$1,394,919.07
Capital Improvements	\$381,804.35
Debt Service	\$1,598,987.41
Sewer	\$34,025.62
Fork Union Sanitary District	\$9,461.59
Zion Crossroads Water & Sewer	\$213,219.40
TOTAL AP EXPENDITURES	\$3,632,417.44
Payroll	\$892,474.16
TOTAL	\$4,524,891.60

MOTION

I move the Accounts Payable and Payroll be ratified for **August 2020** in the amount of **\$4,524,891.60**.

Encl:
AP Report

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 8/1/2020						
2	Accounts Payable List		To Date: 8/31/2020						
3	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
4	Fund # - 100 GENERAL FUND								
5	GENERAL FUND								
6	FIRST FINANCIAL CAPITAL	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 082120	80581	8/21/2020	8/21/2020	3,315.74		
7	FIRST FINANCIAL CAPITAL	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 080720	80652	8/7/2020	8/21/2020	3,515.74		
8	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 082120	80579	8/21/2020	8/21/2020	206.17		
9	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 080720	80650	8/7/2020	8/21/2020	214.14		
10	TREASURER OF VIRGINIA	SHERIFF'S FEE PAY TO C/W	SHERIFF FEES	78488	8/31/2020	8/31/2020	1,401.18		
11	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 080720	80651	8/7/2020	8/21/2020	583.79		
12	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 082120	80580	8/21/2020	8/21/2020	585.65		
13								Total:	\$9,822.41
14									
15	REAL ESTATE TAXES								
16	BOLYARD TRUST	R E 2017 - 1ST	RE 2017 17-20-5	80653	8/24/2020	8/27/2020	382.83		
17	BOLYARD TRUST	R E 2017 - 2ND	RE 2017 17-20-5	80653	8/24/2020	8/27/2020	382.82		
18	BOLYARD TRUST	R E 2018 - 1ST	RE 2018 17-20-5	80655	8/24/2020	8/27/2020	426.85		
19	BOLYARD TRUST	R E 2018 - 2ND	RE 2018 17-20-5	80655	8/24/2020	8/27/2020	426.85		
20	BOLYARD TRUST	R E 2019 - 1ST	RE 2019 17-20-5	80657	8/24/2020	8/27/2020	271.95		
21	BOLYARD TRUST	R E 2019 - 2ND	RE 2019 17-20-5	80657	8/24/2020	8/27/2020	271.95		
22	COLVILLE DECLARATION OF TRUST	R E 2017 - 1ST	RE 2017 17A-1-59	80654	8/24/2020	8/27/2020	391.37		
23	COLVILLE DECLARATION OF TRUST	R E 2017 - 2ND	RE 2017 17A-1-59	80654	8/24/2020	8/27/2020	391.37		
24	COLVILLE DECLARATION OF TRUST	R E 2018 - 1ST	RE 2018 17A-1-59	80656	8/24/2020	8/27/2020	405.18		
25	COLVILLE DECLARATION OF TRUST	R E 2018 - 2ND	RE 2018 17A-1-59	80656	8/24/2020	8/27/2020	405.18		
26	COLVILLE DECLARATION OF TRUST	R E 2019 - 1ST	RE 2019 17A-1-59	80658	8/24/2020	8/27/2020	448.62		
27	COLVILLE DECLARATION OF TRUST	R E 2019 - 2ND	RE 2019 17A-1-59	80658	8/24/2020	8/27/2020	448.63		
28	SCALES, ROBERT A III	R E 2020 - 1ST	RE 2020 18-12-104	80431	8/11/2020	8/13/2020	1,960.08		
29	WALKER, ANNA V	R E 2020 - 1ST	RE 2020 4-A-38A	80432	8/11/2020	8/13/2020	437.96		
30								Total:	\$7,051.64
31									
32	PERSONAL PROPERTY TAXES								
33	COLES, CONSTANCE LUCILLE	P P 2019 - 1ST	PP 2019 200778	80145	8/3/2020	8/7/2020	30.16		
34	COLES, CONSTANCE LUCILLE	P P 2019 - 2ND	PP 2019 200778	80145	8/3/2020	8/7/2020	30.15		
35	KIESLER, DARREN JAMES	P P 2019 - 1ST	PP 2019 1495	80146	8/3/2020	8/7/2020	15.23		
36	MAURER JR, CHARLES JOSEPH	P P 2017 - 1ST	PP 2017 1733	80659	8/24/2020	8/27/2020	22.75		
37	MAURER JR, CHARLES JOSEPH	P P 2017 - 2ND	PP 2017 1733	80659	8/24/2020	8/27/2020	22.75		
38	MAURER JR, CHARLES JOSEPH	P P 2018 - 1ST	PP 2018 1733	80660	8/24/2020	8/27/2020	141.38		
39	MAURER JR, CHARLES JOSEPH	P P 2018 - 2ND	PP 2018 1733	80660	8/24/2020	8/27/2020	141.38		
40	MAURER JR, CHARLES JOSEPH	P P 2019 - 1ST	PP 2019 1733	80661	8/24/2020	8/27/2020	127.24		
41	MAURER JR, CHARLES JOSEPH	P P 2019 - 2ND	PP 2019 1733	80661	8/24/2020	8/27/2020	127.24		
42	ROANE, PAUL MICHAEL	P P 2018 - 1ST	PP 2018 209830	80144	8/3/2020	8/7/2020	80.14		
43	ROANE, PAUL MICHAEL	P P 2018 - 2ND	PP 2018 209830	80144	8/3/2020	8/7/2020	80.13		
44	ROANE, PAUL MICHAEL	P P 2019 - 1ST	PP 2019 209830	80147	8/3/2020	8/7/2020	64.13		
45	ROANE, PAUL MICHAEL	P P 2019 - 2ND	PP 2019 209830	80147	8/3/2020	8/7/2020	64.13		
46	SOWERS, KANDIS BROOK	P P 2019 - 1ST	PP 2019 24004	80148	8/3/2020	8/7/2020	22.88		
47	SOWERS, KANDIS BROOK	P P 2019 - 2ND	PP 2019 24004	80148	8/3/2020	8/7/2020	22.88		
48								Total:	\$992.57

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 8/1/2020						
2	Accounts Payable List		To Date: 8/31/2020						
3	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
49									
50	OTHER LOCAL TAXES								
51	GRANDISON, TANAIA LAQUINTA	ADMIN FEE VEHICLE LICENSE	PP 2019 13398	80556	8/18/2020	8/20/2020	56.21		
52	KIESLER, DARREN JAMES	ADMIN FEE TRAILER LICENSE	PP 2019 1495	80146	8/3/2020	8/7/2020	18.00		
53	SOWERS, KANDIS BROOK	ADMIN FEE VEHICLE LICENSE	PP 2019 24004	80148	8/3/2020	8/7/2020	33.00		
54	TOWN OF SCOTTSVILLE	SALES TAX-	SALES TAX	78489	8/31/2020	8/31/2020	147.40		
55	WARREN, TERESA GAIL	ADMIN FEE VEHICLE LICENSE	PP 2019 11420	80433	8/11/2020	8/13/2020	282.23		
56								Total:	\$536.84
57									
58	CHARGES FOR SERVICES								
59	EMS MANAGEMENT & CONSULTANTS,	EMS COST RECOVERY	COLLECTIONS AND A/R MAMNAGED	040007	7/31/2020	8/20/2020	(\$2,104.39)		
60								Total:	(\$2,104.39)
61									
62	BOARD OF SUPERVISORS								
63	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	26.57		
64	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	65.52		
65	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	67.41		
66	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	93.59		
67	BANK OF AMERICA	OTHER OPERATING SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	112.40		
68	FLUVANNA REVIEW	ADVERTISING	AUG 19 PUBLIC HEARING AD	2020F32-12	7/31/2020	8/20/2020	135.19		
69	FLUVANNA REVIEW	ADVERTISING	AUG 19 PUBLIC HEARING AD	2020F33-11	7/31/2020	8/20/2020	135.19		
70	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	220.88		
71								Total:	\$856.75
72									
73	COUNTY ADMINISTRATOR								
74	BANK OF AMERICA	DUES OR ASSOCIATION	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	40.00		
75	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	31.38		
76	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	223.00		
77	ICMA	DUES OR ASSOCIATION	MEMBERSHIP RENEWAL	997613 070120	7/25/2020	8/7/2020	880.00		
78	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	21.71		
79	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	40.44		
80								Total:	\$1,236.53
81									
82	COUNTY ATTORNEY								
83	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL FEES	143881	7/25/2020	8/7/2020	10,000.00		
84	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL FEES	143881	7/25/2020	8/7/2020	2,214.50		
85	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL- REAL	LEGAL FEES	143881	7/25/2020	8/7/2020	2,159.00		
86	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL- REAL	LEGAL FEES	143881	7/25/2020	8/7/2020	4,664.18		
87	PAYNE & HODOUS, LLP.	COUNTY ATTY LEGAL-	LEGAL FEES	143881	7/25/2020	8/7/2020	3,440.00		
88								Total:	\$22,477.68
89									
90	COMMISSIONER OF THE REVENUE								
91	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	25.00		
92	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	13.68		
93	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	14.20		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 8/1/2020					
2	Accounts Payable List			To Date: 8/31/2020					
3	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
94	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	21.73		
95	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	87.44		
96	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	32.50		
97	PEARSON'S APPRAISAL SERVICE INC	PROFESSIONAL SERVICES	NEW CONSTRUCTION	7 081120	8/11/2020	8/13/2020	2,144.00		
98	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE	2653 082520	8/10/2020	8/27/2020	1,500.00		
99	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	23.01		
100	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	34.99		
101	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	118.80		
102	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	331.21		
103	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	35.38		
104	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	VAMANET	9511	8/1/2020	8/13/2020	300.00		
105	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	14.31		
106	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	40.44		
107								Total:	\$4,736.69
108									
109	REASSESSMENT								
110	PEARSON'S APPRAISAL SERVICE INC	PROFESSIONAL SERVICES	2021 GENERAL ASSESSMENT	14	8/5/2020	8/13/2020	18,525.00		
111								Total:	\$18,525.00
112									
113	TREASURER								
114	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	CALENDARS	1YDR-VVHG-LVH7	8/6/2020	8/13/2020	49.18		
115	AMAZON CAPITAL SERVICES	POSTAL SERVICES	POSTAGE METER RED INK	1L1W-W6PH-KLYF	8/18/2020	8/27/2020	123.85		
116	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	125.00		
117	PITNEY BOWES	LEASE/RENT	LEASE CHARGES	3311696269	7/25/2020	8/7/2020	655.44		
118	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	3.49		
119	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	40.44		
120								Total:	\$997.40
121									
122	INFORMATION TECHNOLOGY								
123	AMAZON CAPITAL SERVICES	ADP SUPPLIES	LABEL MAKER AND CARRY CASE	14YG-JN3N-FD49	7/25/2020	8/7/2020	150.00		
124	AMAZON CAPITAL SERVICES	ADP SUPPLIES	MULTIPORT HUB	16PJ-QWF6-WK7D	8/6/2020	8/13/2020	50.56		
125	AMAZON CAPITAL SERVICES	ADP SUPPLIES	IT SUPPLIES	1CXY-VLWT-4QM1	8/6/2020	8/13/2020	96.37		
126	AMAZON CAPITAL SERVICES	ADP SUPPLIES	ROLLING MOBILE CART	1V63-WWGG-F6KC	8/18/2020	8/27/2020	149.79		
127	B&H PHOTO-VIDEO	EDP EQUIPMENT	NETWORK EQUIPMENT	176336649	8/19/2020	8/27/2020	817.08		
128	B&H PHOTO-VIDEO	EDP EQUIPMENT	IT SUPPLIES	175953857	8/18/2020	8/27/2020	910.35		
129	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	7.96		
130	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	19.00		
131	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	25.00		
132	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	32.34		
133	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	37.99		
134	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	52.99		
135	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	92.66		
136	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	279.65		
137	BANK OF AMERICA	ADP SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	472.00		
138	BANK OF AMERICA	EDP EQUIPMENT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	655.03		

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139	BANK OF AMERICA	EDP EQUIPMENT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	1,059.00		
140	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	57.00		
141	CDW GOVERNMENT, INC.	ADP SERVICES	WEB SEC GATEWAY	ZPS4036	7/31/2020	8/20/2020	3,546.00		
142	DELL MARKETING, L.P.	ADP SERVICES	DELL SWITCH	10415541814	7/31/2020	8/20/2020	829.14		
143	DELL MARKETING, L.P.	EDP EQUIPMENT	DELL LATITUDE	10412112786	8/17/2020	8/27/2020	854.57		
144	MICROSOFT AZURE	ADP SERVICES	PREVIOUS BALANCE	E0800BYACP	7/31/2020	8/20/2020	4.37		
145	MID-ATLANTIC SOURCE ONE OF	ADP SUPPLIES	MATERIALS-REGISTRARS	100922	8/19/2020	8/27/2020	1,701.39		
146	MID-ATLANTIC SOURCE ONE OF	PROFESSIONAL SERVICES	MATERIALS-REGISTRARS	100922	8/19/2020	8/27/2020	3,268.00		
147	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	8.83		
148	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	22.28		
149	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	2,097.07		
150	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	128.98		
151						Total:	\$17,425.40		
152									
153	FINANCE								
154	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	171.71		
155	EMS MANAGEMENT & CONSULTANTS,	CONTRACT SERVICES	COLLECTIONS AND A/R MAMNAGED	040007	7/31/2020	8/20/2020	3,043.30		
156	ROBINSON, FARMER, COX ASSOCIATES	PROFESSIONAL SERVICES	FY19 COST ALLOCATION PLAM PREPARATION	080320	8/3/2020	8/20/2020	3,720.00		
157	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	4.74		
158	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	5.95		
159	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	53.53		
160	THE ARTINA GROUP, INC.	OFFICE SUPPLIES	AP BLANK CHECKS	48529	8/1/2020	8/13/2020	542.20		
161	THE SUPPLY ROOM	OFFICE SUPPLIES	WINDOW ENVELOPES	4090731-0	7/25/2020	8/7/2020	115.00		
162	UPS	POSTAL SERVICES	NEXT DAY AIR	0000Y7646Y330	8/19/2020	8/27/2020	8.20		
163	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	15.11		
164	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	40.44		
165						Total:	\$7,720.18		
166									
167	REGISTRAR/ELECTORAL BOARD								
168	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	MONTHLY CHARGES	091897	7/31/2020	8/20/2020	155.00		
169	BANK OF AMERICA	MILEAGE ALLOWANCES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	13.30		
170	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	3.80		
171	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	6.95		
172	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	2.31		
173	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	2.62		
174	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	5.02		
175	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	7.37		
176	BANK OF AMERICA	SUBSISTENCE & LODGING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	26.40		
177	DANIEL D. GRAFF	OFFICE SUPPLIES	PRINTER FOR REGISTRARS/REIMBURSMENT	081420	7/31/2020	8/20/2020	93.72		
178	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	POSTAGE FOR REGISTRARS	52365707 081920	7/31/2020	8/20/2020	8,000.00		
179	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	195.67		
180	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	21.44		
181	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	26.96		
182	THE SUPPLY ROOM	OFFICE SUPPLIES	PLASTIC CUPS	4083995-0	7/31/2020	8/20/2020	5.55		
183	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	6.92		

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184	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	47.54		
185									
186									
						Total:	\$8,620.57		
187	HUMAN RESOURCES								
188	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	17.17		
189	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	54.35		
190									
191									
						Total:	\$71.52		
192	GENERAL DISTRICT COURT								
193	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	134.00		
194	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SHARPIE GEL	8058288925	7/25/2020	8/7/2020	33.98		
195	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	33.98		
196	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	19.10		
197									
198									
						Total:	\$221.06		
199	COURT SERVICE UNIT								
200	DENNIS CRONIN	MILEAGE ALLOWANCES	MILEAGE REIMBURSEMENT	073120	8/17/2020	8/27/2020	55.78		
201	QUILL	OFFICE SUPPLIES	GREEN PLASTIC CLIPBOARDS	7516694	6/4/2020	8/27/2020	8.77		
202	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	35.96		
203									
204									
						Total:	\$100.51		
205	CLERK OF THE CIRCUIT COURT								
206	AMAZON CAPITAL SERVICES	EDP EQUIPMENT	BATTERY BACKUP	16QX-KXK3-LXN6	8/6/2020	8/13/2020	62.50		
207	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	HAND SOAP AND TISSUE	1MNG-HJ97-T1JF	7/25/2020	8/7/2020	45.72		
208	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748027	7/31/2020	8/20/2020	116.29		
209	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	217.00		
210	LOGAN SYSTEMS, INC.	PROFESSIONAL SERVICES	CONTRACT	54091	7/31/2020	8/20/2020	2,541.67		
211	POSTMASTER	POSTAL SERVICES	ANNUAL PO BOX RENTAL # 550	080120	7/25/2020	8/7/2020	120.00		
212	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	14.46		
213	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	19.99		
214	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	37.86		
215	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	76.43		
216	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	20.69		
217									
218									
						Total:	\$3,272.61		
219	CIRCUIT COURT JUDGE								
220	BANK OF AMERICA	PROFESSIONAL SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	555.68		
221	NOW APPLICATIONS LLC	PROFESSIONAL SERVICES	SUBSCRIPTION	2020-020	7/25/2020	8/7/2020	3,617.50		
222	ASHLEY BIRCKHEAD	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-2	8/24/2020	8/27/2020	30.00		
223	COLIN DAVID MAYRY	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-6	8/24/2020	8/27/2020	30.00		
224	FAYE E. DORSEY	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-4	8/24/2020	8/27/2020	30.00		
225	JOHN WILLIAM COGSWELL, III	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-3	8/24/2020	8/27/2020	30.00		
226	JUDITH ANN BELEW	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-1	8/24/2020	8/27/2020	30.00		
227	RONALD ERNEST EDMONDS	COMPENSATION-GRAND	GRAND JURY SERVICE- 8/24/20	GJ082020-5	8/24/2020	8/27/2020	30.00		
228	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	3.79		

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229								Total:	\$4,356.97
230									
231	COMMONWEALTH ATTY								
232	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	BUSINESS PAPER	1KFH-QYQH-LQFN	8/26/2020	8/27/2020	40.96		
233	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	20.00		
234	MATTHEW BENDER & CO INC	BOOKS/PUBLICATIONS	VA CRIM LAW SUPP	19834926	7/31/2020	8/20/2020	147.43		
235	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	METER REFILL	8667 081620	8/10/2020	8/27/2020	100.00		
236	SOFTWARE UNLIMITED CORPORATION	MAINTENANCE CONTRACTS	ANNUAL SOFTWARE MAINTENANCE	12	8/3/2020	8/13/2020	3,206.88		
237	STAPLES CONTRACT & COMMERCIAL,	EDP EQUIPMENT	SUPPLIES	8058892513	8/7/2020	8/7/2020	207.69		
238	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	18.99		
239	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	59.20		
240	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	112.27		
241	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	788.89		
242	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	14.49		
243	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	80.88		
244								Total:	\$4,797.68
245									
246	SHERIFF								
247	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	BRAKE CLEANER	7306019253006	7/10/2020	8/13/2020	5.22		
248	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	AIR FILTER	7306012559147	5/4/2020	8/13/2020	16.33		
249	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306007364356	3/13/2020	8/13/2020	16.54		
250	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306009957829	4/8/2020	8/13/2020	16.54		
251	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	BRAKE PAD	73060112624312	5/5/2020	8/13/2020	38.99		
252	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER/OIL	7306009436602	6/3/2020	8/13/2020	41.31		
253	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FITLER	7306021869360	8/5/2020	8/13/2020	41.35		
254	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTER	7306019968776	7/17/2020	8/13/2020	57.89		
255	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTERS	7306004563412	2/14/2020	8/13/2020	93.73		
256	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	PAINTED ROTOR	7306014166691	5/20/2020	8/13/2020	97.48		
257	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	CAR BATTERY	7306022333767	8/10/2020	8/13/2020	133.99		
258	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	CAR SUPPLIES	7306014150125	5/20/2020	8/13/2020	174.17		
259	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	CAR SUPPLIES	7306022069468	8/7/2020	8/13/2020	190.79		
260	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	BRAKE PADS	7306019253005	7/10/2020	8/13/2020	347.69		
261	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	OIL FILTERS	7306023469914	8/19/2020	8/27/2020	74.43		
262	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	BRAKE PAD AND ROTORS	7306023255040	8/19/2020	8/27/2020	181.72		
263	AMAZON CAPITAL SERVICES	INVESTIGATIVE SERVICES	ADAPTER	1QHK-KPTC-LMR6	8/6/2020	8/13/2020	34.99		
264	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	DRY ERASE BOARD	1P7G-7TF9-4JNQ	8/6/2020	8/13/2020	179.59		
265	AMAZON CAPITAL SERVICES	POLICE SUPPLIES	POLICE SUPPLIES	1RHC-GN9D-47NJ	7/25/2020	8/7/2020	141.66		
266	AMAZON CAPITAL SERVICES	POLICE SUPPLIES	FIRST AID KIT	1YMM-VTLN-J4CK	8/6/2020	8/13/2020	399.90		
267	AMAZON CAPITAL SERVICES	UNIFORM/WEARING APPAREL	TAC SHIELD	1N3X-JKNQ-RWTX	7/25/2020	8/7/2020	118.95		
268	AMERICAN UNIFORM SALES, INC	UNIFORM/WEARING APPAREL	UNIFORMS	0056796	7/31/2020	8/20/2020	171.11		
269	AXON ENTERPRISES INC	UNIFORM/WEARING APPAREL	HOLSTER	SI-1673654	8/6/2020	8/13/2020	1,870.00		
270	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	92.60		
271	BANK OF AMERICA	COMMUNITY EDUCATION	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	524.12		
272	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	2,995.00		
273	BANK OF AMERICA	FOOD SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	69.45		

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274	BANK OF AMERICA	FOOD SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	76.86		
275	BANK OF AMERICA	INVESTIGATIVE SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	50.00		
276	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	29.27		
277	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	69.55		
278	BANK OF AMERICA	OFFICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	80.08		
279	BANK OF AMERICA	POLICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	197.49		
280	BANK OF AMERICA	POLICE SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	296.82		
281	BANK OF AMERICA	UNIFORM/WEARING APPAREL	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	33.84		
282	BANK OF AMERICA	UNIFORM/WEARING APPAREL	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	180.00		
283	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	ROTATE TIRES	FCSD035	7/25/2020	8/7/2020	20.00		
284	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT & BALANCE	FCSD036	7/25/2020	8/7/2020	96.00		
285	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT AND BALANCE	FCSD037	7/25/2020	8/7/2020	96.00		
286	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	ROTATE TIRES	FCSD038	8/6/2020	8/13/2020	20.00		
287	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	MOUNT AND BALANCE	FCSD039	8/19/2020	8/27/2020	24.00		
288	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	INSIDE PATCH REPAIR	FCSD040	8/19/2020	8/27/2020	25.00		
289	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	80.95		
290	CELLEBRITE INC	INVESTIGATIVE SERVICES	RENEWAL	Q-155654-2	7/25/2020	8/7/2020	1,300.00		
291	CENTURYLINK	TELECOMMUNICATIONS	SHERIFF OFFICE	309903768 080720	7/31/2020	8/20/2020	161.67		
292	CENTURYLINK	TELECOMMUNICATIONS	SHERIFF OFFICE	309797542 081620	8/19/2020	8/27/2020	174.72		
293	CITY OF CHARLOTTESVILLE	CONTRACT SERVICES	THOMAS JEFFERSON AREA CRISIS	FY21CIT FLUV Q1-Q2	7/31/2020	8/13/2020	1,662.50		
294	DONNA'S NEEDLEWORK & CRAFT	UNIFORM/WEARING APPAREL	PATCHES SEWED ON	072420	7/25/2020	8/7/2020	18.00		
295	EAST COAST EMERGENCY VEHICLES	VEHICLE/POWER EQUIP	REPAIRS-DISASSEMBLED CONSOLE	17691	8/19/2020	8/27/2020	75.00		
296	EAST COAST EMERGENCY VEHICLES	VEHICLE/POWER EQUIP	REMOVED AND INSTALLED ANTENNA	17686	8/19/2020	8/27/2020	300.00		
297	FISHER AUTO PARTS, INC.	VEHICLE/POWER EQUIP	CAR PART	015-366362	7/25/2020	8/7/2020	18.24		
298	GALLS, LLC.	POLICE SUPPLIES	POLICE SUPPLIES	016157680	7/25/2020	8/7/2020	384.08		
299	GALLS, LLC.	UNIFORM/WEARING APPAREL	POLICE UNIFORMS	016165505	7/25/2020	8/7/2020	160.07		
300	GALLS, LLC.	UNIFORM/WEARING APPAREL	POLICE UNIFORM	016109504	7/25/2020	8/7/2020	399.00		
301	GALLS, LLC.	UNIFORM/WEARING APPAREL	UNIFORM	016178264	8/12/2020	8/13/2020	64.23		
302	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	5,702.81		
303	LEWIS WORLEY	VEHICLE FUEL	REIMBURSMENT-GAS EXTRADITION	081320	8/19/2020	8/27/2020	20.00		
304	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD-617342	7/25/2020	8/7/2020	133.11		
305	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD-621383	8/10/2020	8/27/2020	61.95		
306	MEDEXPRESS URGENT CARE	PROFESSIONAL SERVICES	PHYSICAL	1609358C3908	8/5/2020	8/13/2020	174.00		
307	OUTLAW MOTORSPORTS TOWING AND	VEHICLES REP & MAINT	CAR MAINTENANCE	1012	7/25/2020	8/7/2020	65.00		
308	ROCIC	INVESTIGATIVE SERVICES	JUL2020-JUN2021 SERVICE FEE	0052494-IN	6/1/2020	8/27/2020	300.00		
309	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019451	7/25/2020	8/7/2020	20.00		
310	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	STATE INSPECTION	10019454	7/25/2020	8/7/2020	20.00		
311	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	STATE INSPECTION	10019455	7/25/2020	8/7/2020	20.00		
312	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	STATE INSPECTION	10019456	7/25/2020	8/7/2020	20.00		
313	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	10019450	7/25/2020	8/7/2020	40.00		
314	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	10019452	7/25/2020	8/7/2020	40.00		
315	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	10019453	7/25/2020	8/7/2020	40.00		
316	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	STATE INSPECTION	10019458	8/3/2020	8/13/2020	20.00		
317	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019459	8/3/2020	8/13/2020	20.00		
318	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019460	8/3/2020	8/13/2020	20.00		

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319	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	10019457	8/3/2020	8/13/2020	70.00		
320	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019461	7/31/2020	8/20/2020	20.00		
321	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	10019462	7/31/2020	8/20/2020	100.00		
322	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	OIL CHANGE	10019462A	8/18/2020	8/27/2020	20.00		
323	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	2016 FORD MAINTENANCE	10019463	8/19/2020	8/27/2020	108.00		
324	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	(\$174.90)		
325	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	(\$75.30)		
326	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	212.01		
327	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	(\$75.30)		
328	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	33.60		
329	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	86.34		
330	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	446.36		
331	STEPHEN AUSTIN MAYS	SUBSISTENCE & LODGING	MEAL REIMBURSEMENT	072620	7/25/2020	8/7/2020	229.25		
332	STEPHEN AUSTIN MAYS	SUBSISTENCE & LODGING	MEAL REIMBURSEMENT	080320	8/1/2020	8/13/2020	206.25		
333	THE POLICE AND SHERIFFS PRESS	OFFICE SUPPLIES	ID CARDS	136148	7/25/2020	8/7/2020	77.92		
334	THE POLICE AND SHERIFFS PRESS	OFFICE SUPPLIES	ID CARDS	136782	7/31/2020	8/20/2020	32.55		
335	TREASURER OF VIRGINIA	PROFESSIONAL SERVICES	MEDICAL EXAMINER	072320	7/25/2020	8/7/2020	20.00		
336	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	218.42		
337	VALLEY OFFICE MACHINES, INC.	MAINTENANCE CONTRACTS	ADDED \$2 FROM INVOICE 697091	727437	8/7/2020	8/13/2020	19.39		
338	VALLEY OFFICE MACHINES, INC.	MAINTENANCE CONTRACTS	MONTHLY BLLING	727436	8/7/2020	8/13/2020	52.34		
339	WELLS FARGO VENDOR FIN SERV	MAINTENANCE CONTRACTS	COPIER MONTHLY CHARGES	5011495467	7/31/2020	8/20/2020	289.90		
340									
341									
342	E911								
343	AT&T MOBILITY	TELECOMMUNICATIONS	MONTHLY CHARGE	287284406274X0726202	7/25/2020	8/7/2020	4.00		
344	BANK OF AMERICA	BLDGS EQUIP REP & MAINT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	128.28		
345	BANK OF AMERICA	IT SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	45.96		
346	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	25.00		
347	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	30.00		
348	BANK OF AMERICA	MAINTENANCE CONTRACTS	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	232.00		
349	BANK OF AMERICA	PROFESSIONAL SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	149.10		
350	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	80.95		
351	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES	310042302 071020	7/25/2020	8/7/2020	3,107.00		
352	CENTURYLINK	TELECOMMUNICATIONS	WIRELINE NILLING	310042302 081020	7/31/2020	8/20/2020	3,107.00		
353	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES E911	310214091 081920	8/19/2020	8/27/2020	144.21		
354	CLEAR COMMUNICATIONS AND	PROFESSIONAL SERVICES	REPAIRS	122392	7/31/2020	8/20/2020	224.79		
355	CLEAR COMMUNICATIONS AND	PROFESSIONAL SERVICES	STATIONARY TANK MONITOR	122460	8/19/2020	8/27/2020	1,145.25		
356	NEWEGG BUSINESS INC.	EDP EQUIPMENT	WEB CAM AND SUPPLIES	1302891215	7/31/2020	8/20/2020	72.45		
357	NEWEGG BUSINESS INC.	IT SERVICES	VANTEC NEXSTAR	1302892599	7/31/2020	8/20/2020	14.99		
358	NEWEGG BUSINESS INC.	IT SERVICES	WEB CAM AND SUPPLIES	1302891215	7/31/2020	8/20/2020	234.95		
359	NWG SOLUTIONS, LLC.	IT SERVICES	MANAGED SERVICES	51355	7/25/2020	8/7/2020	1,275.00		
360	NWG SOLUTIONS, LLC.	MAINTENANCE CONTRACTS	DATTO MONTHLY	51354	7/25/2020	8/7/2020	1,168.70		
361	OLD BLUE RIDGE TURNPIKE	E911 NEW ROAD SIGNS	HARDWARE SET	1005	7/25/2020	8/7/2020	3,678.66		
362	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	11.52		
363	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	12.28		

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364	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	17.94		
365	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	218.42		
366	VERIZON WIRELESS	TELECOMMUNICATIONS	MONTHLY CHARGES	9860338130	7/31/2020	8/20/2020	56.80		
367									
368									
369	FIRE AND RESCUE SQUAD								
370	CLEAR COMMUNICATIONS AND	CONVENTION AND	REPAIRING PAGING SYSTEM-FLUVANNA	122449	8/17/2020	8/27/2020	1,885.57		
371	EAST COAST EMERGENCY VEHICLES	FIRE & RESCUE CAPITAL	FIRE RESCUE WATER TRUCK	7700	8/19/2020	8/27/2020	32,833.81		
372	FLUVANNA COUNTY VOLUNTEER FIRE	STATE FIRE FUNDS	STATE FIRE FUNDS (ANNUAL PASS	80520	8/7/2020	8/7/2020	93,571.00		
373	LAKE MONTICELLO FIRE & RESCUE	CONVENTION AND	EMT VOLUNTEER REIMBURSEMENT	080620	7/25/2020	8/7/2020	3,000.00		
374	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	560.14		
375	VFIS	GENERAL LIABILITY	POLICY PREM RENEWAL	103560120	7/31/2020	8/20/2020	6,113.00		
376	VFIS	GENERAL LIABILITY	POLICY RENEWAL	141432120	7/31/2020	8/20/2020	6,928.00		
377	VFIS	VEHICLE INSURANCE	RENEWAL/COMMERCIAL AUTO	103559120	7/31/2020	8/20/2020	22,515.00		
378									
379									
380	CORRECTION AND DETENTION								
381	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	SEP 20 BILLING JUVENILE DETENTION	FY2021-00000095	8/19/2020	8/27/2020	13,379.67		
382									
383									
384	BUILDING INSPECTIONS								
385	ANDREW WILLS	OFFICE SUPPLIES	REIMBURSEMENT	S2862MB5 072020	7/25/2020	8/7/2020	15.00		
386	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	138.69		
387	STAPLES CONTRACT & COMMERCIAL,	FURNITURE & FIXTURES	SUPPLIES	8058892513	8/7/2020	8/7/2020	247.99		
388	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	4.89		
389	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	229.99		
390	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	4.78		
391	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	321.80		
392	VIRGINIA CORRECTIONAL ENTERPRISE	OFFICE SUPPLIES	BUSINESS CARDS	3586553	7/31/2020	8/20/2020	50.00		
393									
394									
395	EMERGENCY MANAGEMENT								
396	BANK OF AMERICA	DUES OR ASSOCIATION	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	75.00		
397	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	34.12		
398	DELTA RESPONSE TEAM LLC	CONTRACT SERVICES	JULY 2020 EMS STAFFING	2020007030	7/25/2020	8/7/2020	51,083.33		
399	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	78.58		
400	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL	SQLCD-621383	8/10/2020	8/27/2020	27.41		
401	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	146.46		
402	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	45.44		
403									
404									
405	FACILITIES								
406	ALBEMARLE LOCK & SAFE, INC.	BLDGS EQUIP REP & MAINT	SERVICE CALL	92090	7/25/2020	8/7/2020	108.00		
407	ALBEMARLE LOCK & SAFE, INC.	BLDGS EQUIP REP & MAINT	SERVICE CALL	92169	7/25/2020	8/7/2020	123.00		
408	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	ROLLER PINS	1479-MCX4-1PTP	7/25/2020	8/7/2020	92.47		

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409	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	JUMPER CABLES	1CWC-HX37-14PC	8/6/2020	8/13/2020	57.60		
410	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	ELECTRICIAN MULTIMETER	13CH-Q7TM-KH7H	8/17/2020	8/27/2020	145.22		
411	AMAZON CAPITAL SERVICES	VEHICLES REP & MAINT	JUMPER CABLES	1F1C-TVKR-FV7F	7/25/2020	8/7/2020	172.80		
412	AMELIA OVERHEAD DOOR	BLDGS EQUIP REP & MAINT	REPAIRS	135031	8/6/2020	8/13/2020	597.00		
413	BANK OF AMERICA	AGRICULTURAL SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	132.24		
414	BANK OF AMERICA	AGRICULTURAL SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	444.89		
415	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	4.20		
416	BANK OF AMERICA	GENERAL MATERIALS AND	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	50.38		
417	BANK OF AMERICA	VEHICLES REP & MAINT	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	12.00		
418	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	WINDEX CLEANER	7554034	7/25/2020	8/7/2020	262.20		
419	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	SOAP AND BROOM CORN WAREHOUSE	7554033	7/25/2020	8/7/2020	314.88		
420	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	CLEANING SUPPLIES	7558583	7/31/2020	8/20/2020	35.16		
421	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	LYSOL DISINFECTANT	7558581	7/31/2020	8/20/2020	226.37		
422	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	SANITIZER	7558580	7/31/2020	8/20/2020	250.20		
423	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	CLEANING SUPPLIES	7557425	7/31/2020	8/20/2020	896.81		
424	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	TIRES	FCPW30	7/25/2020	8/7/2020	73.99		
425	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	TIRES	FCPW029	7/25/2020	8/7/2020	575.90		
426	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	FCPW033	7/31/2020	8/20/2020	45.99		
427	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	CAR MAINTENANCE	FCPW034	8/18/2020	8/27/2020	445.94		
428	FLUVANNA ACE HARDWARE	BLDGS EQUIP REP & MAINT	SUPPLIES	073120	7/31/2020	8/20/2020	79.31		
429	FLUVANNA ACE HARDWARE	GENERAL MATERIALS AND	SUPPLIES	073120	7/31/2020	8/20/2020	65.52		
430	FLUVANNA ACE HARDWARE	GENERAL MATERIALS AND	SUPPLIES	073120	7/31/2020	8/20/2020	179.99		
431	GENSERV LLC	BLDGS EQUIP REP & MAINT	PALMYRA FIRE STATION GENERATOR	3722	8/17/2020	8/27/2020	255.00		
432	HILL MANUFACTURING COMPANY INC	BLDGS EQUIP REP & MAINT	EQUIPMENT	66514	8/17/2020	8/27/2020	197.00		
433	INKLINGS SCREEN PRINTING	BLDGS EQUIP REP & MAINT	TIRE ONLY SIGNS	12042	7/31/2020	8/20/2020	80.00		
434	J&A PAINTING	BLDGS EQUIP REP & MAINT	PUBLIC RESTROOM-EXTERIOR PAINTING	060920	7/25/2020	8/7/2020	1,000.00		
435	J&A PAINTING	BLDGS EQUIP REP & MAINT	EXTERIOR PAINTING-PUMP HOUSE	062220	7/25/2020	8/7/2020	1,572.00		
436	J&A PAINTING	BLDGS EQUIP REP & MAINT	WEAVER BLDG-EXTERIOR PAINTING	060720	7/25/2020	8/7/2020	1,900.00		
437	J&A PAINTING	BLDGS EQUIP REP & MAINT	2 STORY BLDG-EXTERIOR PAINTING	060520	7/25/2020	8/7/2020	2,350.00		
438	J&A PAINTING	BLDGS EQUIP REP & MAINT	EXTERIOR PAINTING-COURT HALLWAY	063120	7/25/2020	8/7/2020	2,600.00		
439	J&A PAINTING	BLDGS EQUIP REP & MAINT	EXTERIOR PAINTING-COURTHOUSE FENCE	061620	7/25/2020	8/7/2020	2,655.00		
440	J&A PAINTING	BLDGS EQUIP REP & MAINT	TREAS OFFICE-EXTERIOR PAINTING	061220	7/25/2020	8/7/2020	2,745.00		
441	J&A PAINTING	BLDGS EQUIP REP & MAINT	COURT STAIRWELLS-EXTERIOR PAINTING	062620	7/25/2020	8/7/2020	2,800.00		
442	J&A PAINTING	BLDGS EQUIP REP & MAINT	COURT ENTRANCE AND CLERKS OFFICE-	062920	7/25/2020	8/7/2020	2,910.00		
443	J&A PAINTING	BLDGS EQUIP REP & MAINT	HANDRAIL-EXTERIOR PAINTING	062420	7/25/2020	8/7/2020	2,945.00		
444	J&A PAINTING	BLDGS EQUIP REP & MAINT	CARYSBROOK ROOF-EXTERIOR PAINTING	062020	7/25/2020	8/7/2020	2,995.00		
445	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	1,174.33		
446	LOWE'S	BLDGS EQUIP REP & MAINT	SUPPLIES	072520	8/5/2020	8/13/2020	855.09		
447	LOWE'S	GENERAL MATERIALS AND	SUPPLIES	072520	8/5/2020	8/13/2020	144.22		
448	LOWE'S	VEHICLE/POWER EQUIP	SUPPLIES	072520	8/5/2020	8/13/2020	272.80		
449	LOWE'S	VEHICLES REP & MAINT	SUPPLIES	072520	8/5/2020	8/13/2020	34.08		
450	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	SAFETY INSPECTION	0047576	8/5/2020	8/13/2020	20.00		
451	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	CAR MAINTENANCE	0047553	7/31/2020	8/20/2020	368.94		
452	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	STATE INSPECTION	0047613	8/10/2020	8/27/2020	20.00		
453	MAC'S SERVICE CENTER	VEHICLES REP & MAINT	SAFETY INSPECTION	0047772	8/10/2020	8/27/2020	20.00		

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454	MARSHALL ELECTRIC INC	BLDGS EQUIP REP & MAINT	REGISTRARS OFFICE	14229	8/5/2020	8/13/2020	2,510.00		
455	MAYER ELECTRIC SUPPLY	BLDGS EQUIP REP & MAINT	RESCUE HVAC	26886188	8/10/2020	8/27/2020	64.82		
456	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	TAP BOLT	8110275	7/25/2020	8/7/2020	23.00		
457	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	SUPPLIES	8131540	8/5/2020	8/13/2020	479.46		
458	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	CUTTER	8158414	8/10/2020	8/27/2020	36.16		
459	MIDWEST MOTOR SUPPLY CO. INC.	GENERAL MATERIALS AND	ASSORTMENT	8152486	8/10/2020	8/27/2020	107.37		
460	RIDGEVIEW NEW HOLLAND INC	VEHICLE/POWER EQUIP	PARTS FOR KAWASAKI	C263642	7/31/2020	8/20/2020	151.08		
461	RONALD BRAGG	BLDGS EQUIP REP & MAINT	STUMP & TREE LIMBS	082120	8/21/2020	8/27/2020	650.00		
462	SHADE EQUIPMENT COMPANY INC	VEHICLE/POWER EQUIP	ARIENS LAWN TRACTOR	264996	7/31/2020	8/20/2020	2,266.00		
463	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	22.77		
464	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	111.67		
465	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1109931	7/25/2020	8/7/2020	28.10		
466	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1109933	7/25/2020	8/7/2020	82.30		
467	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1111036	8/1/2020	8/13/2020	28.10		
468	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1111038	8/1/2020	8/13/2020	82.30		
469	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1112144	7/31/2020	8/20/2020	28.10		
470	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1112146	7/31/2020	8/20/2020	261.60		
471	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1113263	8/19/2020	8/27/2020	28.10		
472	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1113265	8/19/2020	8/27/2020	82.30		
473	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	1.96		
474	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	444.84		
475	W & H RESOURCES, INC	BLDGS EQUIP REP & MAINT	KEYSWITCH	27486	8/10/2020	8/27/2020	90.80		
476	W.W. GRAINGER INC	BLDGS EQUIP REP & MAINT	SUPPLIES	9609617254	7/31/2020	8/20/2020	121.28		
477	WAYNE OXYGEN & WELDING SUPPLY	GENERAL MATERIALS AND	NITROGEN	849113	7/25/2020	8/7/2020	9.92		
478									
479									
						Total:	\$43,017.55		
480	GENERAL SERVICES								
481	AQUA VIRGINIA, INC.	WATER SERVICES	213 MAIN ST	7970740556855 81020	7/31/2020	8/20/2020	20.66		
482	AQUA VIRGINIA, INC.	WATER SERVICES	197 MAIN ST	7929310552932 81020	7/31/2020	8/20/2020	21.43		
483	AQUA VIRGINIA, INC.	WATER SERVICES	181 MAIN ST	15301850550900 81020	7/31/2020	8/20/2020	22.95		
484	AQUA VIRGINIA, INC.	WATER SERVICES	197 MAIN ST	7929300552931 81020	7/31/2020	8/20/2020	29.04		
485	AQUA VIRGINIA, INC.	WATER SERVICES	132 MAIN ST	7800100540828 81020	7/31/2020	8/20/2020	85.79		
486	BFPE INTERNATIONAL	MAINTENANCE CONTRACTS	ANNUAL SPRINKLER INSPECTION	2509127	7/25/2020	8/7/2020	400.00		
487	BFPE INTERNATIONAL	MAINTENANCE CONTRACTS	ANNUAL SPRINKLER INSPECTION	2509126	7/25/2020	8/7/2020	1,470.00		
488	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-006 071620	7/25/2020	8/7/2020	30.40		
489	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FOR USE BY RENTERS	105221-002 071620	7/25/2020	8/7/2020	32.40		
490	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-007 071620	7/25/2020	8/7/2020	32.40		
491	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-008 071620	7/25/2020	8/7/2020	32.40		
492	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-009 071620	7/25/2020	8/7/2020	32.40		
493	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FOR USE BY RENTERS	105221-003 071620	7/25/2020	8/7/2020	34.12		
494	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	KENTS STORE FIRE STATION	275907-002 080320	7/31/2020	8/13/2020	658.78		
495	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	LIBRARY	275906-001 073120	7/31/2020	8/13/2020	1,319.20		
496	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	160 COMMONS BLVD	85473-002 073120	7/31/2020	8/13/2020	2,865.28		
497	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-006 081720	8/17/2020	8/27/2020	30.40		
498	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FARM MUSEUM	275904-011 081720	8/17/2020	8/27/2020	30.40		

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499	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	THOMAS JEFF PKWY	203061-001 081720	8/17/2020	8/27/2020	30.82		
500	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	POLE BARN	275904-006 081720	8/17/2020	8/27/2020	31.23		
501	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-RENTERS USE	105221-002 081720	8/17/2020	8/27/2020	32.40		
502	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-007 081720	8/17/2020	8/27/2020	32.40		
503	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE	105221-008 081720	8/17/2020	8/27/2020	32.40		
504	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE ELECT SIGN	105221-009 081720	8/17/2020	8/27/2020	32.40		
505	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-RENTERS USE	105221-003 081720	8/17/2020	8/27/2020	34.25		
506	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PUBLIC SAFETY-OUTLETS BEHIND BLDG	85473-003 081720	8/17/2020	8/27/2020	37.55		
507	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	DOG KENNEL	275904-008 081720	8/17/2020	8/27/2020	40.47		
508	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	SOCCER FIELD CONCESSIONS	105221-004 081720	8/17/2020	8/27/2020	45.63		
509	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRARS SUITE	85473-009 081720	8/17/2020	8/27/2020	169.72		
510	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	LANDFILL	275904-002 081720	8/17/2020	8/27/2020	171.67		
511	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	VFW HALL	275904-010 081720	8/17/2020	8/27/2020	174.90		
512	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRARS STE	85473-008 081720	8/17/2020	8/27/2020	182.14		
513	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER LANDFILL W RIVER RD	85473-005 081720	8/17/2020	8/27/2020	242.67		
514	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	COLUMBIA SCHOOL	85473-006 081720	8/17/2020	8/27/2020	254.98		
515	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE HOUSE	275904-004 081720	8/17/2020	8/27/2020	376.41		
516	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER PUBLIC SAFETY BLDG	275901-009 081720	8/17/2020	8/27/2020	388.75		
517	CENTRAL VA ELECTRIC COOP	STREET LIGHTS	PLEASANT GROVE SOCCER FIELDS	105221-004 071620	7/25/2020	8/7/2020	43.88		
518	CENTRAL VA ELECTRIC COOP	STREET LIGHTS	PUBLIC SAFETY - ST LIGHTS	85473-001 081720	8/17/2020	8/27/2020	65.13		
519	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309428096 081620	8/17/2020	8/27/2020	49.53		
520	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309697981 081620	8/17/2020	8/27/2020	59.37		
521	CENTURYLINK	TELECOMMUNICATIONS	CIRCUIT COURT	310338742 081620	8/17/2020	8/27/2020	60.65		
522	CENTURYLINK	TELECOMMUNICATIONS	PERFORMING ARTS	309898636 081620	8/17/2020	8/27/2020	123.53		
523	CENTURYLINK	TELECOMMUNICATIONS	RESCUE SQUAD	310110229 081620	8/17/2020	8/27/2020	212.07		
524	CENTURYLINK	TELECOMMUNICATIONS	FACILITIES	309363296 081620	8/17/2020	8/27/2020	635.24		
525	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	5024754241	7/31/2020	8/20/2020	74.43		
526	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	5024754245	8/17/2020	8/27/2020	764.96		
527	CINTAS	MAINTENANCE CONTRACTS	FIRST AID	8404770476	8/17/2020	8/27/2020	56.48		
528	COMPUTER CABLING & TECHNOLOGY	MAINTENANCE CONTRACTS	MISS UTILITY TICKET	063020 073120	7/25/2020	8/7/2020	430.00		
529	COUNTY WASTE, LLC	MAINTENANCE CONTRACTS	TRASH SERVICE	073020	8/17/2020	8/27/2020	20.75		
530	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	HOUSING OFFICE	1134080009 072820	7/25/2020	8/7/2020	9.83		
531	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	CELL TOWER AT FIRE STATION	5699060132 072820	7/28/2020	8/7/2020	23.00		
532	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	51 COURT SQ	1114097502 072820	7/25/2020	8/7/2020	33.08		
533	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	LG BALLFIELD-LIGHTS	3023889169 072320	7/25/2020	8/7/2020	39.57		
534	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SOCIAL SERVICES	7048771633 072820	7/28/2020	8/7/2020	40.26		
535	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SM FIELD CONCESSION AND LIGHTS	0274195007 072820	7/25/2020	8/7/2020	43.26		
536	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	196 MAIN ST	1124090000 072820	7/25/2020	8/7/2020	73.52		
537	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	LG BALLFIELD	0692200942 072820	7/25/2020	8/7/2020	96.97		
538	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OLD STORE MUSEUM	1424085007 072320	7/25/2020	8/7/2020	136.50		
539	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	REGISTRARS	1284152509 072820	7/25/2020	8/7/2020	139.73		
540	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	CELL TOWER AT BREMO RD	6260822157 072820	7/28/2020	8/7/2020	162.15		
541	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	197 MAIN ST	1304130006 072820	7/25/2020	8/7/2020	191.29		
542	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	RESCUE BLDG	4894115007 072320	7/25/2020	8/7/2020	314.25		
543	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	GYM	0084297506 072320	7/25/2020	8/7/2020	317.74		

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544	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	HISTORIC COURTHOUSE	1144090006 072320	7/25/2020	8/7/2020	342.76		
545	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FORK UNION FIRE STATION	8866300000 072820	7/28/2020	8/7/2020	387.41		
546	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	TREAS OFFICE	1024205005 072320	7/25/2020	8/7/2020	447.06		
547	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PALMYRA FIRE STATION	10058988992 0423	7/25/2020	8/7/2020	535.82		
548	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	FORK UNION FIRE STATION	4834680458 072420	7/25/2020	8/7/2020	592.53		
549	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUBLIC WORKS MAINT SHOP	2554330007 072820	7/25/2020	8/7/2020	629.97		
550	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	COMMUNITY CENTER	4331888158 072420	7/25/2020	8/7/2020	642.13		
551	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ADMIN BLDG	1404067504 072320	7/25/2020	8/7/2020	988.69		
552	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SOCIAL SERVICES	0074032509 072320	7/25/2020	8/7/2020	998.27		
553	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	COURTS BLDG	8895892548 072320	7/25/2020	8/7/2020	4,042.22		
554	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	181 MAIN ST	6274752663 0728	8/7/2020	8/7/2020	203.51		
555	DOMINION VIRGINIA POWER	STREET LIGHTS	NEAR MASONIC LODGE	9609027314 072820	7/25/2020	8/7/2020	59.63		
556	DOMINION VIRGINIA POWER	STREET LIGHTS	BESIDE POST OFFICE	7080078962 072820	7/28/2020	8/7/2020	60.93		
557	DOMINION VIRGINIA POWER	STREET LIGHTS	COLUMBIA ST LIGHTS	4210122349 072820	7/25/2020	8/7/2020	204.63		
558	DOMINION VIRGINIA POWER	STREET LIGHTS	PERFORMING ARTS	4144237502 072320	7/25/2020	8/7/2020	212.87		
559	DOMINION VIRGINIA POWER	STREET LIGHTS	PALMYRA VILLAGE	3595578927 072820	7/25/2020	8/7/2020	478.37		
560	REPUBLIC SERVICES #410	MAINTENANCE CONTRACTS	WASTE CONTAINERS	0410-000703249	8/5/2020	8/13/2020	878.34		
561	THE SUPPLY ROOM	LEASE/RENT	WATER SUPPLY	073020	7/25/2020	8/7/2020	229.77		
562	THE SUPPLY ROOM	WATER SERVICES	WATER SUPPLY	073020	7/25/2020	8/7/2020	324.35		
563	TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	461530	7/31/2020	8/20/2020	496.14		
564	TREASURER OF VIRGINIA	MAINTENANCE CONTRACTS	LIFE SAFETY INSPECTION	91104	8/19/2020	8/27/2020	208.65		
565	TREASURER, FLUVANNA CO	SEWER SERVICES	197 MAIN ST	49178	8/19/2020	8/27/2020	13.06		
566	TREASURER, FLUVANNA CO	SEWER SERVICES	REGISTRARS	49180	8/19/2020	8/27/2020	13.06		
567	TREASURER, FLUVANNA CO	SEWER SERVICES	COMMONWEALTH ATTORNEY	49177	8/19/2020	8/27/2020	14.59		
568	TREASURER, FLUVANNA CO	SEWER SERVICES	SAFETY BLDG	49188	8/19/2020	8/27/2020	19.18		
569	TREASURER, FLUVANNA CO	SEWER SERVICES	PLEASANT GROVE HOUSE	49197	8/19/2020	8/27/2020	22.68		
570	TREASURER, FLUVANNA CO	SEWER SERVICES	LIBRARY	49189	8/19/2020	8/27/2020	23.01		
571	TREASURER, FLUVANNA CO	SEWER SERVICES	ADMIN BLDG	49171	8/19/2020	8/27/2020	26.83		
572	TREASURER, FLUVANNA CO	SEWER SERVICES	COURTS	49170	8/19/2020	8/27/2020	31.42		
573	TREASURER, FLUVANNA CO	WATER SERVICES	FLUVANNA GYM	49349	8/19/2020	8/27/2020	21.00		
574	TREASURER, FLUVANNA CO	WATER SERVICES	CARYSBROOK SOFTBALL FIELD	49503	8/19/2020	8/27/2020	21.00		
575	TREASURER, FLUVANNA CO	WATER SERVICES	CARYSBROOK BASEBALL FIELD	49504	8/19/2020	8/27/2020	21.00		
576	TREASURER, FLUVANNA CO	WATER SERVICES	CARYSBROOK BLDG	49350	8/19/2020	8/27/2020	36.40		
577	TREASURER, FLUVANNA CO	WATER SERVICES	FORK UNION	49460	8/19/2020	8/27/2020	79.30		
578	TREASURER, FLUVANNA CO	WATER SERVICES	FLUVANNA FIRE HOUSE	49505	8/19/2020	8/27/2020	582.00		
579	VIRGINIA UTILITY PROTECTION	MAINTENANCE CONTRACTS	TRANSMISSIONS	07200167	7/25/2020	8/7/2020	15.75		
580						Total:	\$27,580.34		
581									
582	PUBLIC WORKS								
583	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	500.00		
584	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	220.00		
585	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	123.57		
586	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	21.98		
587	TREASURER OF VIRGINIA	CONVENTION AND	OPERATOR LICENSE	1965	8/19/2020	8/27/2020	100.00		
588	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	161.76		

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589	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	MONTHLY CHARGES	27509383	7/25/2020	8/7/2020	93.04		
590									
591									
592	CONVENIENCE CENTER								
593	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	TRASH AND RECYCLING	4347-000006467	8/6/2020	8/13/2020	8,104.88		
594	CAMPBELL EQUIPMENT, INC.	CONTRACT SERVICES	DISPOSAL/DISMOUNTS	FCPW031	8/6/2020	8/13/2020	132.00		
595	CAMPBELL EQUIPMENT, INC.	CONTRACT SERVICES	TIRE DISPOSALS	FCPW032	8/18/2020	8/27/2020	19.00		
596	CENTURYLINK	TELECOMMUNICATIONS	CONVENIENCE CENTER	310392717 081620	8/17/2020	8/27/2020	80.15		
597	DEPARTMENT OF ENVIROMENTAL	PERMITS AND FEES	ANNUAL FEE	905697	8/17/2020	8/27/2020	1,172.00		
598	FAIRBANKS SCALES, INC.	BLDGS EQUIP REP & MAINT	TRUCK SCALE SERVICED	1509662	7/25/2020	8/7/2020	896.00		
599	FAIRBANKS SCALES, INC.	BLDGS EQUIP REP & MAINT	TRUCK SCALE MAINTENANCE	1509692	7/25/2020	8/7/2020	1,756.19		
600	HERITAGE CRYSTALCLEAN, LLC	BLDGS EQUIP REP & MAINT	OIL PICK UP	16395651	8/17/2020	8/27/2020	590.00		
601	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	115.03		
602	REPUBLIC SERVICES #410	CONTRACT SERVICES	WASTE CONTAINERS	0410-000702986	7/31/2020	8/20/2020	8,700.00		
603	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	5.98		
604	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	13.22		
605	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	68.42		
606	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8059178296	8/1/2020	8/13/2020	71.08		
607	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	80.64		
608									
609									
610	PUBLIC UTILITIES								
611	ANDERSON TIRE COMPANY	BLDGS EQUIP REP & MAINT	CAR MAINTENANCE	IN22160125	7/31/2020	8/20/2020	40.00		
612	BANK OF AMERICA	CONVENTION AND	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	500.00		
613	BANK OF AMERICA	OUTSIDE ANALYTICAL	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	962.00		
614	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	COMPETITION PARK RD	105221-001 071620	7/25/2020	8/7/2020	143.29		
615	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WWPS RIC WATER ZXCR	275904-017 073120	7/31/2020	8/13/2020	303.49		
616	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WWPS JMH ZXCR	275904-015 073120	7/31/2020	8/13/2020	395.00		
617	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	COMPETITION PARK	105221-001 081720	8/17/2020	8/27/2020	172.83		
618	CENTURYLINK	TELECOMMUNICATIONS	WASTEWATER	310089744 071920	7/25/2020	8/7/2020	54.53		
619	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES	309433290 071920	7/25/2020	8/7/2020	70.95		
620	CENTURYLINK	TELECOMMUNICATIONS	WASTEWATER TREATMENT	310089744 081920	8/17/2020	8/27/2020	54.18		
621	CENTURYLINK	TELECOMMUNICATIONS	WASTEWATER TREATMENT	309433290 081920	8/17/2020	8/27/2020	70.60		
622	CENTURYLINK	TELECOMMUNICATIONS	FUSD	309719161 081620	8/17/2020	8/27/2020	219.62		
623	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	PUMP HOUSE	4501632147 072320	7/25/2020	8/7/2020	94.52		
624	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70395	7/25/2020	8/7/2020	177.00		
625	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70394	7/25/2020	8/7/2020	247.00		
626	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70397	7/25/2020	8/7/2020	247.00		
627	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70516	8/10/2020	8/27/2020	200.00		
628	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70515	8/10/2020	8/27/2020	390.00		
629	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	446.98		
630	MARYLAND BIOCHEMICAL CO., INC.	CHEMICAL SUPPLIES	CHECMIALS	7NN1050	7/25/2020	8/7/2020	1,633.11		
631	MCI A VERIZON COMPANY	TELECOMMUNICATIONS	CALLS MADE ON MCI NETWORK	409037026	8/10/2020	8/27/2020	6.92		
632	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1109932	7/25/2020	8/7/2020	42.35		
633	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1111037	8/1/2020	8/13/2020	42.35		

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634	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1112145	7/31/2020	8/20/2020	42.35		
635	UNIFIRST CORP	LAUNDRY AND DRY CLEANING	DRY CLEANING	202 1113264	8/19/2020	8/27/2020	42.35		
636	USABLUEBOOK	VEHICLE/POWER EQUIP	CLEANING SUPPLIES	317155	8/19/2020	8/27/2020	557.88		
637	VERIZON WIRELESS	TELECOMMUNICATIONS	MONTHLY CHARGES	9859605469	7/25/2020	8/7/2020	150.71		
638	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	367.78		
639						Total:	\$7,674.79		
640									
641	JAMES RIVER WATER AUTHORITY								
642	JAMES RIVER WATER AUTHORITY	JRWA OPERATIONS	FY20 TRUE UP LEGAL INS MISC FEES	JRWAF063020	6/30/2020	8/4/2020	18,282.00		
643						Total:	\$18,282.00		
644									
645	CARES ACT								
646	AARON SPITZER	EMERGENCY SUPPLIES	REIMBURSEMENT-MASKS FOR STAFF	082420	8/24/2020	8/27/2020	106.86		
647	AMAZON.COM	EMERGENCY SUPPLIES	BOOKS AND SUPPLIES	081020	8/19/2020	8/27/2020	174.63		
648	BANK OF AMERICA	EMERGENCY SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	78.00		
649	BANK OF AMERICA	EMERGENCY SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	350.00		
650	BANK OF AMERICA	EMERGENCY SUPPLIES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	1,270.00		
651	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	CLOROX ELECTROSTATIC SPRAYER	7560857	8/18/2020	8/27/2020	21,000.00		
652	COMMONWEALTH INTERIORS	SITE IMPROVEMENTS	LABOR TO INSTALL RESILIENT TILES	2020-089	7/25/2020	8/7/2020	246.00		
653	COMMUNITY INVESTMENT	ECONOMIC DEV	CARES ACT GRANT ADMINISTRATION	2020-0715	8/17/2020	8/27/2020	11,940.00		
654	ECONOMIC DEVELOPMENT OF	ECONOMIC DEV	FLUVANNA SMALL BUSINESS GRANT	2020-0806	8/11/2020	8/11/2020	60,000.00		
655	ECONOMIC DEVELOPMENT OF	ECONOMIC DEV	FLUVANNA SMALL BUSINESS GRANT	2020-0806	8/11/2020	8/11/2020	338,000.00		
656	FASTENAL COMPANY	EMERGENCY SUPPLIES	GLOVES FOR CLEANING	VACHA124393	7/25/2020	8/7/2020	64.32		
657	FLUVANNA CO PUBLIC SCHOOLS	CONTINGENCY	CARES FUNDS FOR SCHOOL OPENING	080620	7/25/2020	8/7/2020	301,017.06		
658	LAKE MONTICELLO FIRE & RESCUE	EMERGENCY SUPPLIES	CARS FUNDING	072720	7/25/2020	8/7/2020	2,500.00		
659	LAKE MONTICELLO FIRE & RESCUE	EMERGENCY SUPPLIES	CARES FUNDING	072720 A	7/25/2020	8/7/2020	2,500.00		
660	MINUTEMAN PRESS	ADVERTISING	MAILER-GLOSS COVER	29567	8/19/2020	8/27/2020	1,857.79		
661	MINUTEMAN PRESS	ADVERTISING	EDDM POSTCARDS	29568	8/26/2020	8/27/2020	2,023.27		
662	KENT'S STORE FIRE STATION	EMERGENCY SUPPLIES	GLOVES AND RESPIRATORS	081720	7/31/2020	8/20/2020	1,374.54		
663	THE SUPPLY ROOM	JANITORIAL SUPPLIES	CLEANING SUPPLIES	4091316-0	7/25/2020	8/7/2020	395.28		
664	USABLUEBOOK	EMERGENCY SUPPLIES	CLEANING SUPPLIES	317020	8/19/2020	8/27/2020	259.80		
665	USABLUEBOOK	EMERGENCY SUPPLIES	CLEANING SUPPLIES	317155	8/19/2020	8/27/2020	319.86		
666						Total:	\$745,477.41		
667									
668	HEALTH								
669	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	17.77		
670						Total:	\$17.77		
671									
672	CSA								
673	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	57.00		
674						Total:	\$57.00		
675									
676	CSA PURCHASE OF SERVICES								
677		COMM SVCS		P06925090968	6/30/2020	8/13/2020	192.50		
678		COMM SVCS		P06925094269	6/30/2020	8/13/2020	220.00		

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679		COMM SVCS			P06925090770	6/30/2020	8/13/2020		660.00
680		COMM SVCS			P06925090871	6/30/2020	8/13/2020		660.00
681		FF4E-COMM SVCS			P06925084994	6/30/2020	8/13/2020		55.00
682		FF4E-COMM SVCS			P06925090195	6/30/2020	8/13/2020		247.50
683		FF4E-COMM SVCS			P06925085096	6/30/2020	8/13/2020		385.00
684		FF4E-COMM SVCS			P06925086797	6/30/2020	8/13/2020		385.00
685		FF4E-COMM SVCS			P06925087098	6/30/2020	8/13/2020		385.00
686		FF4E-COMM SVCS			P06925084499	6/30/2020	8/13/2020		440.00
687		FF4E-COMM SVCS			P06925086800	6/30/2020	8/13/2020		1,017.50
688		FF4E-COMM SVCS			P06925085134	6/30/2020	8/27/2020		728.75
689		FF4E-COMM SVCS			P06925087133	6/30/2020	8/27/2020		1,017.50
690	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS			P07925101001	7/21/2020	8/13/2020		900.00
691	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS			P07925101302	7/21/2020	8/13/2020		1,125.00
692	BELIEVE IN ME YOUTH & FAMILY	COMM SVCS			P07925101244	7/21/2020	8/27/2020		1,125.00
693	BELIEVE IN ME YOUTH & FAMILY	NON-MAND COMM BASED			P07925101104	7/21/2020	8/13/2020		900.00
694	BELIEVE IN ME YOUTH & FAMILY	POS MANDATED WSS			P07925101405	7/31/2020	8/13/2020		1,350.00
695	C.M. MENTORING SERVICES LLC	COMM SVCS			P07925097416	7/31/2020	8/20/2020		1,320.00
696	C.M. MENTORING SERVICES LLC	COMM SVCS			P07925097517	7/31/2020	8/20/2020		1,650.00
697	CEDAR ROW FARM, LLC	FF4E-COMM SVCS			P04925072710	4/30/2020	8/20/2020		250.00
698	CEDAR ROW FARM, LLC	FF4E-COMM SVCS			P05925086612	5/31/2020	8/20/2020		500.00
699	CEDAR ROW FARM, LLC	FF4E-COMM SVCS			P06925086611	6/30/2020	8/20/2020		685.00
700	COMMUNITY ATTENTION CENTER	POS MAND THER FC 4E			P04925085439	4/30/2020	8/27/2020		376.32
701	COMMUNITY ATTENTION CENTER	POS MAND THER FC 4E			P06925093740	6/30/2020	8/27/2020		439.04
702	COMMUNITY ATTENTION CENTER	POS MAND THER FC 4E			P06925093841	6/30/2020	8/27/2020		439.04
703	COMMUNITY ATTENTION CENTER	POS MAND THER FC 4E			P06925087442	6/30/2020	8/27/2020		689.92
704	COMMUNITY ATTENTION CENTER	POS MAND THER FC 4E			P06925091843	6/30/2020	8/27/2020		1,881.60
705	COMMUNITY ATTENTION CENTER	TFC LIC. RES CONG CARE			P06925091637	6/23/2020	8/27/2020		1,442.56
706	COMMUNITY ATTENTION CENTER	TFC LIC. RES CONG CARE			P06925091738	6/23/2020	8/27/2020		1,442.56
707	DETOUR MENTORING	COMM SVCS			P06925094072	6/30/2020	8/13/2020		180.00
708	DETOUR MENTORING	COMM SVCS			P05925094081	5/31/2020	8/13/2020		600.00
709	DETOUR MENTORING	COMM SVCS			P06925093573	6/30/2020	8/13/2020		960.00
710	DETOUR MENTORING	COMM SVCS			P07925100318	7/31/2020	8/20/2020		600.00
711	DETOUR MENTORING	COMM SVCS			P07925098419	7/31/2020	8/20/2020		960.00
712	DETOUR MENTORING	FF4E-COMM SVCS			P07925099223	7/31/2020	8/20/2020		240.00
713	DETOUR MENTORING	FF4E-COMM SVCS			P07925099924	7/31/2020	8/20/2020		240.00
714	DETOUR MENTORING	FF4E-COMM SVCS			P07925100725	7/31/2020	8/20/2020		900.00
715		POS MANDATED FFOP			P07925094865	7/31/2020	8/7/2020		1,617.00
716		POS MANDATED FFOP			P07925097166	7/31/2020	8/7/2020		2,737.00
717	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS			P07925094961	7/1/2020	8/7/2020		1,487.00
718	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS			P07925095946	7/29/2020	8/27/2020		1,406.00
719	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS			P07925096045	7/29/2020	8/27/2020		1,487.00
720	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096252	7/29/2020	8/27/2020		1,000.00
721	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096353	7/29/2020	8/27/2020		1,000.00
722	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096454	7/29/2020	8/27/2020		1,000.00
723	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096555	7/29/2020	8/27/2020		1,000.00

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724	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096656	7/29/2020	8/27/2020		1,000.00
725	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096757	7/29/2020	8/27/2020		1,000.00
726	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096858	7/29/2020	8/27/2020		1,000.00
727	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925096959	7/29/2020	8/27/2020		1,000.00
728	FLUVANNA DEPARTMENT OF SOCIAL	FF4E-COMM SVCS			P07925097060	7/29/2020	8/27/2020		1,000.00
729	HALLMARK YOUTHCARE	EDUC SVCS CONG CARE			P12925058530	12/31/2019	8/27/2020		2,445.00
730	HALLMARK YOUTHCARE	EDUC SVCS CONG CARE			P03925078032	3/31/2020	8/27/2020		2,620.00
731	HALLMARK YOUTHCARE	EDUC SVCS CONG CARE			P01925058531	1/31/2020	8/27/2020		3,586.00
732	HALLMARK YOUTHCARE	FC4E RES/CONG/CSA PARENT			P03925077909	3/31/2020	8/20/2020		5,655.00
733	INTERCEPT HEALTH	POS MAND THER FC 4E			P07925099662	7/31/2020	8/27/2020		438.57
734	INTERCEPT HEALTH	POS MAND THER FC 4E			P07925099763	7/31/2020	8/27/2020		438.57
735	LIVE OAK MENTORING LLC	COMM SVCS			P07925102347	7/31/2020	8/27/2020		450.00
736	LIVE OAK MENTORING LLC	COMM SVCS			P07925101648	7/31/2020	8/27/2020		1,250.00
737	LIVE OAK MENTORING LLC	COMM SVCS			P07925097649	7/31/2020	8/27/2020		1,500.00
738	LIVE OAK MENTORING LLC	COMM SVCS			P07925098550	7/31/2020	8/27/2020		1,500.00
739	LIVE OAK MENTORING LLC	COMM SVCS			P07925102751	7/31/2020	8/27/2020		1,500.00
740	LIVE OAK MENTORING LLC	FF4E-COMM SVCS			P07925099061	7/31/2020	8/27/2020		1,250.00
741	LIVE OAK MENTORING LLC	NON-MAND COMM BASED			P07925102464	7/31/2020	8/27/2020		450.00
742	LIVE OAK MENTORING LLC	POS MANDATED WSS			P07925102565	7/31/2020	8/27/2020		1,500.00
743	NATIONAL COUNSELING GROUP	COMM SVCS			P05925088482	5/31/2020	8/13/2020		125.00
744	NATIONAL COUNSELING GROUP	COMM SVCS			P05925087884	5/31/2020	8/13/2020		195.00
745	NATIONAL COUNSELING GROUP	COMM SVCS			P05925087983	5/31/2020	8/13/2020		195.00
746	NATIONAL COUNSELING GROUP	COMM SVCS			P06925087974	6/30/2020	8/13/2020		276.25
747	NATIONAL COUNSELING GROUP	COMM SVCS			P06925087875	6/30/2020	8/13/2020		390.00
748	NATIONAL COUNSELING GROUP	COMM SVCS			P06925093076	6/30/2020	8/13/2020		650.00
749	NATIONAL COUNSELING GROUP	COMM SVCS			P05925075785	5/31/2020	8/13/2020		780.00
750	NATIONAL COUNSELING GROUP	COMM SVCS			P04925075767	4/30/2020	8/13/2020		1,056.25
751	NATIONAL COUNSELING GROUP	COMM SVCS			P05925088186	5/31/2020	8/13/2020		1,170.00
752	NATIONAL COUNSELING GROUP	COMM SVCS			P06925088177	6/30/2020	8/13/2020		1,625.00
753	NATIONAL COUNSELING GROUP	COMM SVCS. TRANSITION			P05925078691	5/31/2020	8/13/2020		422.50
754	NATIONAL COUNSELING GROUP	COMM SVCS. TRANSITION			P06925093390	6/30/2020	8/13/2020		455.00
755	NATIONAL COUNSELING GROUP	COMM SVCS. TRANSITION			P11925043992	11/30/2019	8/13/2020		520.00
756	NATURAL STEPS LLC	COMM SVCS			P06925084027	6/30/2020	8/27/2020		850.00
757	NATURAL STEPS LLC	FF4E-COMM SVCS			P06925086935	6/30/2020	8/27/2020		765.00
758	NATURAL STEPS LLC	FF4E-COMM SVCS			P06925087236	6/30/2020	8/27/2020		1,025.00
759	PARACLETE THERAPEUTICS LLC	COMM SVCS			P07925098320	7/31/2020	8/20/2020		1,800.00
760	PARACLETE THERAPEUTICS LLC	POS MANDATED WSS			P07925098226	7/31/2020	8/20/2020		1,200.00
761	PIPER IVY PRESCHOOL INC	FF4E-COMM SVCS			P04925077693	4/30/2020	8/13/2020		300.00
762	REGION TEN	COMM SVCS			P05925093687	5/31/2020	8/13/2020		98.72
763	REGION TEN	COMM SVCS			P06925093678	6/30/2020	8/13/2020		98.72
764	REGION TEN	COMM SVCS			P05925088088	5/31/2020	8/13/2020		326.50
765	REGION TEN	COMM SVCS			P06925088079	6/30/2020	8/13/2020		326.50
766	REGION TEN	COMM SVCS			P06925086380	6/30/2020	8/13/2020		425.22
767	REGION TEN	COMM SVCS			P05925086389	5/31/2020	8/13/2020		523.94
768	REGION TEN	COMM SVCS. TRANSITION			P05925077129	5/31/2020	8/27/2020		326.50

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814	AMAZON.COM	OFFICE SUPPLIES	BOOKS AND SUPPLIES	081020	8/19/2020	8/27/2020	10.99		
815	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES	309647441 071620	7/31/2020	8/20/2020	157.53		
816	CENTURYLINK	TELECOMMUNICATIONS	MONTHLY CHARGES	140877769	7/31/2020	8/20/2020	1,183.28		
817	DEMCO	OFFICE SUPPLIES	JACKET COVER	6818901	7/31/2020	8/20/2020	114.39		
818	THE LIBRARY CORPORATION	MAINTENANCE CONTRACTS	SIP COMMUNICATIONS SOFTWARE	2020100064	7/31/2020	8/20/2020	515.00		
819	THE LIBRARY OF VIRGINIA	MAINTENANCE CONTRACTS	E RATE SERVICES	1034288	7/31/2020	8/20/2020	666.71		
820	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433773	7/31/2020	8/20/2020	6.77		
821								Total:	\$10,636.70
822									
823	COUNTY PLANNER								
824	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	320.00		
825	FLUVANNA REVIEW	ADVERTISING	AUG 11 MEETING	2020F31-8	7/25/2020	8/7/2020	135.19		
826	FLUVANNA REVIEW	ADVERTISING	AUG11 PUBLIC HEARING	2020F32-14	8/12/2020	8/13/2020	135.19		
827	HURT & PROFFITT INC	CONTRACT SERVICES	SERVICES THROUGH JUNE 2021	60438	8/12/2020	8/13/2020	12,650.00		
828	JAMES RIVER SOLUTIONS	VEHICLE FUEL	FUEL	080320	7/25/2020	8/7/2020	100.00		
829	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	34.35		
830	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	SUPPLIES	8058892513	8/7/2020	8/7/2020	41.53		
831	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	21.73		
832	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	80.88		
833	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	MONTHLY CHARGES	27509384	7/25/2020	8/7/2020	93.04		
834								Total:	\$13,611.91
835									
836	ECONOMIC DEVELOPMENT								
837	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	NOTEBOOK CALENDAR	1MFN-QHPP-PF4F	7/25/2020	8/7/2020	37.00		
838	BANK OF AMERICA	MARKETING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	12.00		
839	BANK OF AMERICA	MARKETING	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	15.00		
840	BANK OF AMERICA	POSTAL SERVICES	P-CARD PURCHASES	073120	7/31/2020	8/20/2020	8.70		
841	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	COPIER MONTHLY CHARGES	21748029	7/31/2020	8/20/2020	57.00		
842	VERIZON WIRELESS	TELECOMMUNICATIONS	COUNTY STAFF WIRELESS MONTHLY	9861103406	8/19/2020	8/27/2020	40.44		
843								Total:	\$170.14
844									
845	VA COOPERATIVE EXTENSION								
846	KIMBERLY MAYO	OTHER OPERATING SUPPLIES	REIMBURSMENT FOR SUPPLIES	081420	7/31/2020	8/20/2020	86.05		
847	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020	5.87		
848								Total:	\$91.92
849									
850	NON PROFITS								
851	FLUVANNA ARTS COUNCIL	ARTS COUNCIL	FY21 ANNUAL ALLOCATION	80120	7/31/2020	8/20/2020	10,000.00		
852								Total:	\$10,000.00
853									
854									
					100 GENERAL FUND	Fund Total:		\$1,394,919.07	
855	Fund # - 302 CAPITAL IMPROVEMENT								
856	PUBLIC SAFETY CAPITAL PROJ								
857	DOMINION OF BEDFORD	VEHICLE	POLICE VEHICLE	18501	8/12/2020	8/13/2020	25,588.00		
858	DOMINION OF BEDFORD	VEHICLE	POLICE VEHICLE	18502	8/12/2020	8/13/2020	25,588.00		

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904									
905									
					401 DEBT SERVICE		Fund Total:		\$1,598,987.41
906	Fund # - 502 SEWER								
907	SEWER								
908	U.S. BANK OPERATIONS CENTER	VRA REVENUE BOND	SEWER VRA REVENUE BOND	082620 A	8/26/2020	8/26/2020			30,000.00
909							Total:		\$30,000.00
910									
911	PALMYRA SEWER OPER EXPENSES								
912	DEPARTMENT OF ENVIROMENTAL	PERMITS AND FEES	ANNUAL MAINTENANCE	716288	8/17/2020	8/27/2020			2,889.00
913	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SEWAGE PUMP STATION	7712348080 072820	7/25/2020	8/7/2020			29.23
914	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	SEWER PLANT	7129524547 072320 1	8/7/2020	8/7/2020			667.89
915	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	WASTEWATER MONITORING	70524	8/10/2020	8/27/2020			200.00
916	USABLUEBOOK	BLDGS EQUIP REP & MAINT	FUSE	317021	7/31/2020	8/20/2020			146.95
917	USABLUEBOOK	VEHICLE/POWER EQUIP	CLEANING SUPPLIES	317155	8/19/2020	8/27/2020			92.55
918							Total:		\$4,025.62
919									
920							502 SEWER	Fund Total:	\$34,025.62
921	Fund # - 505 FORK UNION SANITARY DISTRICT								
922	FORK UNION SANITARY DISTRICT								
923	USDA RURAL DEVELOPMENT	RDA BOND PAYABLE	FUSD DEBT SERVICE	082520	8/25/2020	8/25/2020			3,734.93
924							Total:		\$3,734.93
925									
926	FUSD OPERATIONAL EXPENSES								
927	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	MELTON WELL	9594215007 072420	7/25/2020	8/7/2020			8.27
928	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	WEST BOTTOM WELL	7224360003 072920	7/28/2020	8/7/2020			36.46
929	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OWENS WEL	9004200003 072720	7/28/2020	8/7/2020			37.42
930	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	BREMO WELL	8434345008 072720	7/25/2020	8/7/2020			88.90
931	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	OMOHUNDRO WELL	9346182505 072420	7/28/2020	8/7/2020			577.05
932	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	MORRIS WELL	9501772108 072420	7/28/2020	8/7/2020			858.56
933	E.W. OWEN	LEASE/RENT	WELL RENT	08012020	8/17/2020	8/27/2020			150.00
934	LOWE'S	BLDGS EQUIP REP & MAINT	SUPPLIES	072520	8/5/2020	8/13/2020			122.34
935	MOJOHNS, INC.	PURCHASE OF SERVICES	PORTABLE TOILET	129147	7/25/2020	8/7/2020			60.00
936	REPUBLIC SERVICES #410	BLDGS EQUIP REP & MAINT	WASTE CONTAINER	0410-000702703	8/5/2020	8/13/2020			2,275.43
937	SCHNEIDER LABRATORIES INC	PURCHASE OF SERVICES	SUSPENDE SOLIDS	378675	7/31/2020	8/20/2020			30.00
938	TRUSTPOINT INSURANCE, LLC	PROPERTY INSURANCE	POLICY 400NA9384	250163	7/31/2020	8/20/2020			100.00
939	USABLUEBOOK	BLDGS EQUIP REP & MAINT	FUSE	317021	7/31/2020	8/20/2020			22.77
940	USABLUEBOOK	GENERAL MATERIALS AND	CLEANING SUPPLIES	317020	8/19/2020	8/27/2020			49.00
941	USDA RURAL DEVELOPMENT	REDEMPTION OF INTEREST	FUSD DEBT SERVICE	082520	8/25/2020	8/25/2020			1,225.07
942	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MONTHLY CHARGES	T433693	8/1/2020	8/13/2020			85.39
943							Total:		\$5,726.66
944									
945							505 FORK UNION SANITARY DISTRICT	Fund Total:	\$9,461.59
946	Fund # - 510 ZION XR WATER & SEWER								
947	ZION XR W&S EXPENSES								
948	A.G. DILLARD, INC.	CONSTRUCTION	ZION CROSSROADSWATER & SEWER	50078861 072520	7/25/2020	8/7/2020			27,967.65

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 8/1/2020						
2	Accounts Payable List		To Date: 8/31/2020						
3	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
949	CB&I, LLC	CONSTRUCTION	WORK THRU DATE 7/31/20	212351-13	8/19/2020	8/27/2020	70,618.25		
950	CENTRAL VA ELECTRIC COOP	CONSTRUCTION	WORK ORDER #100551	100551 101619	10/16/2019	8/4/2020	22,400.00		
951	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	WATERWORKS PLAN	1854705	8/7/2020	8/13/2020	1,960.00		
952	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	TASK 19 W&S PS INSP 2ND	1850588	8/7/2020	8/13/2020	8,522.50		
953	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	WWPS & WBPS CONA CLOSEOUT	1850585	8/7/2020	8/13/2020	8,772.00		
954	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	EST CONA INSP 2ND YR	1850589	8/7/2020	8/13/2020	10,133.00		
955	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	TASK 17 WS LINES CONA 2ND YEAR	1850586	8/7/2020	8/13/2020	16,744.00		
956	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	TSK 18 WS LINES INSPECTION 2ND	1850587	8/7/2020	8/13/2020	20,085.00		
957	HANEBERG HURLBERT PLC	BOND ISSUANCE COST	LEGAL SERVICES FOR BOND COUNSEL	361713 080120	7/25/2020	8/7/2020	20,000.00		
958	RAYMOND JAMES & ASSOCIATES, INC.	BOND ISSUANCE COST	CONSULTING FEE	820082093033	7/25/2020	8/7/2020	6,017.00		
959						Total:	\$213,219.40		
960									
961					510 ZION XR WATER & SEWER	Fund Total:	\$213,219.40		
962						Total Expenditures by Fund:	\$3,632,417.44		

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB Q

MEETING DATE:	September 16, 2020				
AGENDA TITLE:	Local Allocations for Federal CARES Coronavirus Relief Funds				
MOTION(s):	N/A				
STRATEGIC INITIATIVE?	Yes	No	If yes, list initiative(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
					X
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	N/A				
DISCUSSION:	<ul style="list-style-type: none"> • Congress passed and the President recently signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020. • This Act provides funding for a number of different programs to address the COVID-19 pandemic. • A primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic through the establishment of the Coronavirus Relief Fund (CRF). <p>These funds may be used for qualifying expenses of state and local governments. The CARES Act provides that payments from the CRF only may be used to cover costs that:</p> <ol style="list-style-type: none"> 1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); 2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. <ul style="list-style-type: none"> • Each locality's allocation will be based on the proportion that the locality's population represents of the statewide total population. • Fluvanna County's allocation is <u>\$4,758,404</u> 				

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:

- COVID-19-related expenses of public hospitals, clinics, and similar facilities.
- Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
- Costs of providing COVID-19 testing, including serological testing.
- Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
- Expenses for establishing and operating public telemedicine capabilities for COVID-19- related treatment.

2. Public health expenses such as:

- Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
- Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.

3. 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.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:

- Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
- Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
- Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
- COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
- Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.

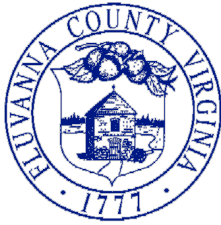
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:

- Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.

	<ul style="list-style-type: none"> • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise. <p>6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.</p> <p><u>Nonexclusive examples of ineligible expenditures</u></p> <p>The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.</p> <ol style="list-style-type: none"> 1. Expenses for the State share of Medicaid.³ 2. Damages covered by insurance. 3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency. 4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds. 5. Reimbursement to donors for donated items or services. 6. Workforce bonuses other than hazard pay or overtime. 7. Severance pay. 8. Legal settlements. 				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:					
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input checked="" type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input checked="" type="checkbox"/>	CARES Fund Balance Memo
<input checked="" type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input checked="" type="checkbox"/>	CARES Act Memo to Localities - 1st Round
<input checked="" type="checkbox"/>	CARES Act Memo to Localities - 2nd Round
<input checked="" type="checkbox"/>	Updated CARES Act US Treasury Guidance
<input type="checkbox"/>	



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2020-09-16 p.179/266
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: September 16, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: FY21 BOS Contingency Balance

The FY21 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$150,000
Less: Registrar's Office Relocation – 07.01.20	-\$20,000
Less: Registrar's Office Relocation – 08.19.20	-\$5,400
Available:	\$124,600

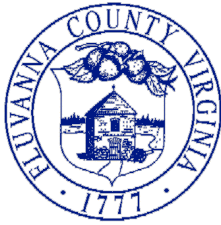
BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Andrew Wills	August, 2020

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
BUILDING PERMITS ISSUED														
NEW - Single Family Detached (incl. Trades permits)	2016	11	11	8	15	9	18	6	5	9	2	6	8	108
	2017	3	2	16	6	4	10	6	5	14	5	7	13	91
	2018	8	3	15	11	13	17	13	10	8	8	6	9	121
	2019	8	10	14	9	12	9	10	14	13	2	11	7	119
	2020	12	13	22	14	8	18	19	17	0	0	0	0	123
NEW - Single Family Attached	2016	2	0	0	0	0	5	0	2	0	0	0	0	5
	2017	0	0	0	0	0	5	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
	2020	0	0	0	0	1	6	0	0	0	0	0	0	7
NEW - Mobil Homes	2016	0	1	0	0	0	0	0	1	0	0	0	0	2
	2017	0	0	0	0	2	1	0	1	0	0	0	0	4
	2018	0	0	1	1	0	0	0	0	0	0	0	0	3
	2019	0	0	0	0	0	0	0	0	1	1	0	1	2
	2020	0	0	1	0	0	1	0	0	0	0	0	0	2
Additions and Alterations	2016	13	10	31	27	29	29	15	32	31	28	27	27	299
	2017	29	20	29	43	20	29	32	18	23	27	43	28	341
	2018	19	6	10	19	8	13	26	25	32	42	22	21	243
	2019	35	33	37	27	38	38	44	34	34	36	35	31	422
	2020	37	38	23	30	30	22	27	20	0	0	0	0	227
* Trade permits count not in .														
Accessory Buildings	2016	3	4	4	6	2	2	1	2	1	3	3	6	37
	2017	0	4	2	3	2	2	2	4	2	0	2	2	25
	2018	2	3	3	6	2	1	4	2	1	2	2	2	30
	2019	2	4	6	4	4	3	3	8	2	8	4	4	52
	2020	2	4	4	4	5	5	1	7	0	0	0	0	32
Swimming Pools	2016	0	0	0	0	0	1	1	0	0	0	0	0	2
	2017	0	0	0	0	0	1	1	0	0	1	1	0	4
	2018	0	1	1	1	0	1	2	0	1	2	0	0	9
	2019	0	0	0	3	2	2	0	1	0	1	0	1	10
	2020	0	1	3	3	1	2	3	1	0	0	0	0	14
Commercial/Industrial Build/Cell Towers	2016	0	0	2	2	0	0	1	0	1	1	1	1	9
	2017	1	2	0	0	0	0	2	2	1	1	0	0	9
	2018	0	0	0	0	0	2	0	0	0	0	0	0	2
	2019	0	0	1	1	0	2	0	0	0	0	0	0	4
	2020	0	0	1	0	1	0	0	3	0	0	0	0	5
TOTAL BUILDING PERMITS	2016	27	26	45	50	40	55	24	40	42	34	37	42	462
	2017	33	28	47	52	28	43	43	30	40	34	53	43	474
	2018	29	13	30	38	23	34	45	37	42	54	30	33	408
	2019	45	47	58	44	56	54	57	57	50	48	50	43	609
	2020	51	56	54	51	46	54	50	48	0	0	0	0	410
* Trade permits count not included as in previous years														
BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2016	\$1,817,981	\$2,555,455	\$5,542,458	\$3,711,821	\$2,447,891	\$5,181,921	\$3,611,179	\$1,817,783	\$3,089,971	\$1,889,279	\$2,028,590	\$2,937,783	\$ 36,632,112
	2017	\$857,767	\$827,724	\$4,859,777	\$2,066,132	\$1,512,789	\$3,676,118	\$1,904,915	\$2,359,988	\$2,846,545	\$1,957,646	\$1,897,110	\$3,479,285	\$ 28,245,796
	2018	\$2,541,433	\$1,075,551	\$3,544,096	\$2,153,241	\$3,834,995	\$5,693,348	\$3,156,593	\$4,729,005	\$3,637,992	\$1,791,222	\$2,169,284	\$2,421,169	\$ 37,107,929
	2019	\$1,991,054	\$2,502,719	\$5,639,238	\$4,695,173	\$3,057,597	\$3,228,152	\$3,360,952	\$3,926,015	\$3,457,214	\$2,636,194	\$3,148,369	\$2,960,579	\$ 40,603,256
	2020	\$2,292,161	\$3,202,055	\$7,238,708	\$2,997,448	\$2,245,441	\$4,389,903	\$3,644,002	\$5,555,492	\$0	\$0	\$0	\$0	\$ 31,565,210

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS ISSUED														
LAND DISTURBING PERMITS	2016	12	11	8	14	10	17	7	6	11	3	9	9	117
	2017	3	2	17	7	7	9	6	6	15	8	7	14	101
	2018	10	4	16	13	11	17	13	7	9	6	7	8	121
	2019	8	12	16	9	14	10	12	14	13	2	11	8	129
	2020	11	10	26	13	8	24	13	19	0	0	0	0	124
INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2016	116	91	153	157	155	214	249	230	197	181	184	172	2,099
	2017	159	144	171	141	177	152	202	182	153	183	181	169	2,014
	2018	163	148	173	186	215	176	164	220	144	221	154	141	2,105
	2019	237	207	232	297	305	246	324	332	295	298	204	216	3,193
	2020	213	197	302	369	371	304	434	368	0	0	0	0	2,558
FEES COLLECTED														
Building Permits	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361	\$11,213	\$ 141,195
	2017	\$4,060	\$3,660	\$22,692	\$9,249	\$6,703	\$11,948	\$9,494	\$7,790	\$13,169	\$6,895	\$9,022	\$12,886	\$ 117,568
	2018	\$8,988	\$4,311	\$9,939	\$14,765	\$13,796	\$23,633	\$14,993	\$8,748	\$10,826	\$12,613	\$9,556	\$14,570	\$ 146,738
	2019	\$11,377	\$13,617	\$14,005	\$14,308	\$11,228	\$16,260	\$13,778	\$18,772	\$14,375	\$8,468	\$14,747	\$11,059	\$ 161,994
	2020	\$12,863	\$15,468	\$18,152	\$16,803	\$13,147	\$28,068	\$23,193	\$28,887	\$0	\$0	\$0	\$0	\$ 156,581
Land Disturbing Permits	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450	\$1,100	\$ 51,494
	2017	\$475	\$800	\$7,000	\$1,523	\$2,366	\$2,425	\$1,733	\$7,784	\$2,100	\$2,050	\$1,000	\$1,625	\$ 30,881
	2018	\$1,450	\$5,975	\$1,890	\$1,625	\$1,625	\$2,850	\$1,625	\$1,175	\$1,125	\$875	\$10,675	\$2,150	\$ 33,040
	2019	\$1,000	\$1,500	\$1,625	\$1,125	\$3,553	\$1,250	\$2,975	\$6,556	\$1,920	\$250	\$1,375	\$1,125	\$ 24,251
	2020	\$1,375	\$1,250	\$6,365	\$1,625	\$1,000	\$3,000	\$2,125	\$8,369	\$0	\$0	\$0	\$0	\$ 25,109
Zoning Permits/ Proffers	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$1,050	\$900	\$850	\$ 18,500
	2017	\$400	\$1,000	\$2,400	\$950	\$1,500	\$1,800	\$1,245	\$1,250	\$1,600	\$1,050	\$1,250	\$1,550	\$ 15,995
	2018	\$1,400	\$800	\$1,750	\$1,600	\$1,400	\$2,200	\$2,050	\$1,400	\$1,050	\$1,400	\$700	\$1,400	\$ 17,150
	2019	\$1,200	\$1,800	\$2,200	\$1,550	\$2,050	\$1,350	\$1,950	\$2,300	\$1,700	\$1,150	\$1,450	\$1,400	\$ 20,100
	2020	\$1,650	\$1,600	\$3,000	\$1,700	\$1,550	\$3,050	\$2,350	\$2,300	\$0	\$0	\$0	\$0	\$ 17,200
TOTAL FEES	2016	\$16,200	\$15,779	\$15,076	\$19,289	\$12,347	\$23,488	\$18,117	\$9,562	\$41,259	\$15,598	\$10,711	\$13,263	\$ 210,689
	2017	\$4,835	\$5,460	\$32,092	\$11,722	\$10,569	\$16,173	\$12,472	\$16,824	\$16,869	\$9,995	\$11,272	\$16,061	\$ 164,444
	2018	\$11,838	\$11,086	\$13,579	\$17,990	\$16,821	\$28,683	\$18,668	\$11,323	\$13,001	\$14,888	\$20,931	\$18,120	\$ 196,928
	2019	\$13,577	\$16,917	\$17,830	\$16,983	\$16,831	\$18,860	\$18,703	\$27,628	\$17,995	\$9,868	\$15,028	\$13,584	\$ 203,804
	2020	\$15,888	\$18,318	\$27,517	\$20,128	\$15,697	\$34,118	\$27,668	\$39,556	\$0	\$0	\$0	\$0	\$ 198,890



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

MEMORANDUM

BOS 2020-09-16 p.183/266
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

Date: September 16, 2020
From: Liz McIver - Management Analyst
To: Board of Supervisors
Subject: FY21 Capital Reserve Balances

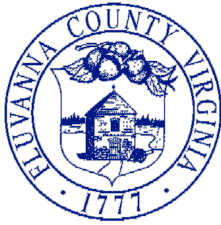
The FY21 Capital Reserve account balances are as follows:

County Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$267,970
Total FY21 Budget:	\$467,970
Add: FY20 Closed CRM Projects 6/26/20	\$11,308
Less: SCADA System Room HVAC – 07.01.20	-\$30,300
Less: Public Safety Building HVAC – 07.01.20	-\$9,325
FY21 Available:	\$439,653

Schools Capital Reserve:

FY21 Budget Allocation:	\$200,000
FY20 Carryover	\$224,903
Total FY21 Budget:	\$424,903
Less: FCHS Compressor Replacement – 07.01.20	-\$6,000
Less: FCHS HVAC Condenser Replacement – 08.05.20	-\$24,000
Less: FCHS Cooling Tower – 08.19.20	-\$10,975
FY21 Available:	\$383,928



COUNTY OF FLUVANNA

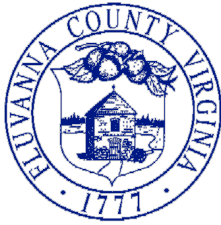
"Responsive & Responsible Government"

BOS 2020-09-16 p.185/266
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: September 16, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: CARES Fund Balance

CARES Fund Original Appropriation:	\$2,379,202
Less: Overtime Pay 06.17.20	-\$1,000
Less: Full-Time Salaries 06.17.20	-\$20,000
Less: Janitorial Supplies 06.17.20	-\$15,000
Less: Chemical Supplies 06.17.20	-\$2,000
Less: ADP Supplies 06.17.20	-\$2,000
Less: Emergency Supplies 06.17.20	-\$25,000
Less: General Material and Supplies 06.17.20	-\$5,000
Less: EDP Equipment 06.17.20	-\$20,000
Less: Site Improvements 06.17.20	-\$1,000
Less: Economic Development Grant – Local Business 06.17.20	-\$350,000
Less: Printing and Binding 06.17.20	-\$5,000
Less: Advertising 06.17.20	-\$1,000
Less: Economic Development Grant – Non-Profits 07.01.20	-\$100,000
Less: Machinery and Equipment (Clorox 360 machines) 07.01.20	-\$46,500
Less: FY20 Contract Services 08.05.20	-\$5,110
Less: FY20 Advertising 08.05.20	-\$530
Less: FY20 Chemical Supplies 08.05.20	-\$3,650
Less: FY20 Other Operating Supplies 08.05.20	-\$250
Less: FY20 Site Improvements 08.05.20	-\$8,675



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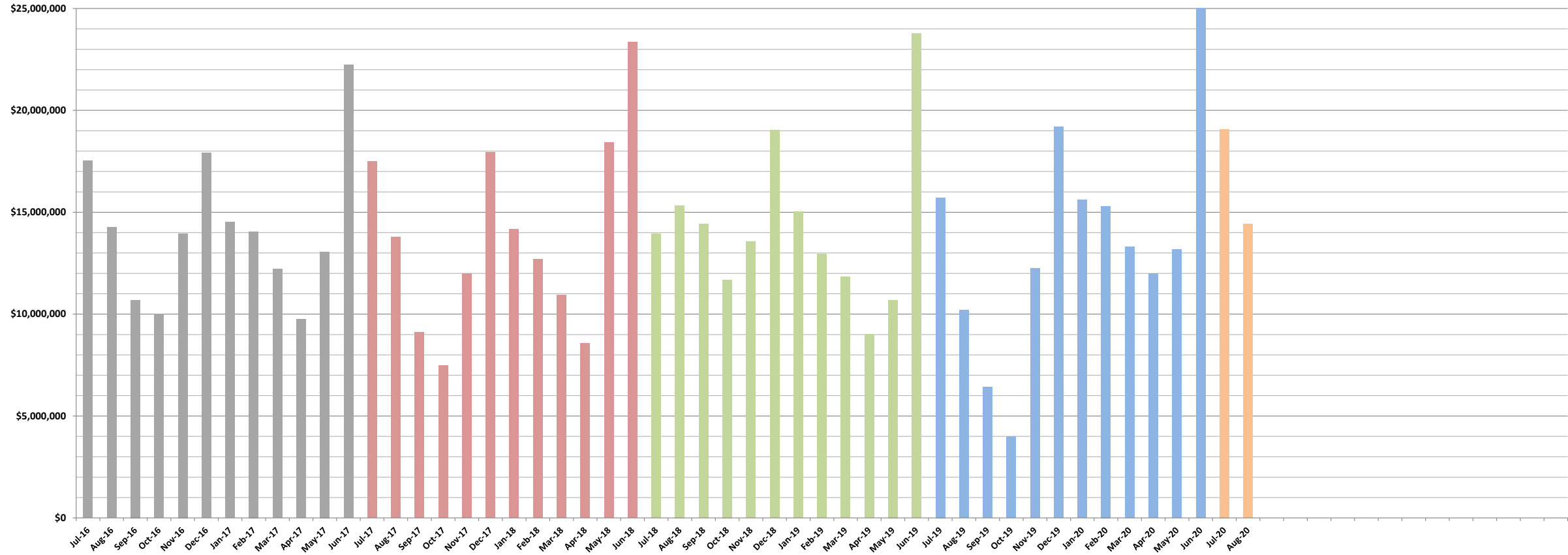
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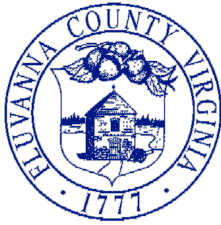
Less: FY21 Emergency Supplies for Fire & Rescue 08.05.20	-\$15,000
Less: FY21 FCPS Supplies for Opening Prep 08.05.20	-\$301,017
Less: FY21 Advertising of COVIDWISE App 08.05.20	-\$5,000
Less: FY21 Economic Development Grant – Local Business Hand Sanitizer	-\$3,000
Less: FY21 Economic Development Grant – Local Business 08.05.20	-\$350,000
Less: FY21 Economic Development Grant – Non-Profits 08.05.20	-\$100,000
Add: CARES Funds Second and Final Round Funding – 08.12.20	+\$2,379,202
Less: FY21 FCPS Verizon Hotspots & 4 Months Data Plan – 08.19.20	-\$45,990
Less: FY21 Site Improvements & Furniture – 08.19.20	-\$31,300
Less: FY21 Fork Union Broadband Expansion – 08.19.20	-\$520,000
Less: FY21 Admin Building Basement Reno A&E – 08.19.20	-\$68,210
Less: FY21 Municode Intranet Implementation – 08.19.20	-\$7,200
Less: FY21 Admin Building Basement Renovation – 09.02.20	-\$663,592
Current CARES Fund Balance	\$2,036,380

Fluvanna County Monthly Bank and Investment Account Balances and Earnings Report

Month	Wells Fargo Commercial Checking - Main Bank	Wells Fargo Analysis Interest Earned	BB&T - Cost Recovery Fund	Multi-Bank Securities Brokerage (CD's)	MBS Earnings	Virginia Investment Pool (VIP) Stable NAV Liquidity Pool	VIP Stable NAV Earnings	Virginia Investment Pool (VIP) 1-3 Year High Quality Bond Fund	VIP 1-3 Year Earnings	Ending Balance TOTAL	Virginia Investment Pool (VIP) CARES Fund	VIP CARES Fund Earnings
Jul-16	\$10,053,334		\$332,174					\$7,152,669	\$ (2,455.19)	\$17,538,177		
Aug-16	\$6,733,878		\$377,034					\$7,142,574	\$ (10,094.71)	\$14,253,486		
Sep-16	\$3,127,373		\$417,387					\$7,150,195	\$ 7,621.55	\$10,694,955		
Oct-16	\$2,408,014		\$465,326					\$7,144,306	\$ (5,889.09)	\$10,017,646		
Nov-16	\$6,337,061		\$511,779					\$7,111,653	\$ (32,653.42)	\$13,960,493		
Dec-16	\$10,222,656		\$568,084					\$7,112,980	\$ 1,327.35	\$17,903,720		
Jan-17	\$6,794,517		\$601,955					\$7,124,549	\$ 11,562.28	\$14,521,021		
Feb-17	\$6,276,766		\$648,260					\$7,131,495	\$ 6,946.85	\$14,056,520		
Mar-17	\$4,372,044		\$699,524					\$7,133,155	\$ 1,659.89	\$12,204,723		
Apr-17	\$1,856,533		\$734,130					\$7,147,486	\$ 14,330.93	\$9,738,149		
May-17	\$5,134,100		\$772,183					\$7,155,655	\$ 8,168.43	\$13,061,937		
Jun-17	\$14,272,459		\$815,451					\$7,155,722	\$ 67.31	\$22,243,632		
Jul-17	\$9,473,371		\$854,310			\$0	\$ -	\$7,178,718	\$ 12,851.95	\$17,506,399		
Aug-17	\$5,699,776		\$890,237			\$0	\$ -	\$7,185,438	\$ 11,236.88	\$13,775,452		
Sep-17	\$1,497,668		\$431,051			\$0	\$ -	\$7,192,355	\$ (4,927.96)	\$9,121,074		
Oct-17	\$3,270,241		\$35,223			\$135	\$ 135.11	\$4,170,653	\$ (4,229.52)	\$7,476,252		
Nov-17	\$7,739,856		\$79,183			\$135	\$ 0.05	\$4,162,255	\$ (8,398.39)	\$11,981,429		
Dec-17	\$13,640,973		\$144,416			\$135	\$ 0.15	\$4,160,490	\$ (1,764.68)	\$17,946,014		
Jan-18	\$9,813,762		\$195,944			\$135	\$ 0.26	\$4,149,498	\$ (10,992.66)	\$14,159,339		
Feb-18	\$8,302,311		\$183,287			\$50,138	\$ 2.40	\$4,146,305	\$ (3,192.31)	\$12,682,040		
Mar-18	\$4,474,342		\$89,291			\$2,224,967	\$ 1,829.22	\$4,153,316	\$ 7,010.76	\$10,941,916		
Apr-18	\$2,043,660		\$67,042			\$2,303,479	\$ 3,511.83	\$4,148,585	\$ (4,731.16)	\$8,562,767		
May-18	\$11,822,481		\$18,984			\$2,422,389	\$ 3,909.72	\$4,162,798	\$ 14,213.06	\$18,426,652		
Jun-18	\$9,675,143		\$73,593			\$9,435,967	\$ 13,577.88	\$4,161,567	\$ (1,231.29)	\$23,346,270		
Jul-18	\$4,394,222		\$114,515			\$9,435,966	\$ 20,600.47	\$0	\$ -	\$13,944,703		
Aug-18	\$1,677,219		\$37,320			\$13,619,588	\$ 23,144.95	\$0	\$ -	\$15,334,127		
Sep-18	\$2,615,110		\$37,723			\$11,767,732	\$ 13,986.26	\$0	\$ -	\$14,420,565		
Oct-18	\$4,668,338		\$207,298			\$6,811,718	\$ 9,323.31	\$0	\$ -	\$11,687,355		
Nov-18	\$9,679,741		\$62,912			\$3,821,042	\$ 7,419.84	\$0	\$ -	\$13,563,695		
Dec-18	\$7,075,743		\$123,078			\$11,843,045	\$ 14,583.11	\$0	\$ -	\$19,041,866		
Jan-19	\$2,232,580		\$50,291	\$1,725,979	\$ 1,979.11	\$11,031,090	\$ 25,045.47	\$0	\$ -	\$15,039,941		
Feb-19	\$3,730,470		\$104,029	\$1,980,687	\$ 5,707.62	\$7,139,094	\$ 15,630.79	\$0	\$ -	\$12,954,280		
Mar-19	\$2,731,676		\$67,493	\$1,985,056	\$ 4,368.89	\$7,048,463	\$ 17,372.03	\$0	\$ -	\$11,832,687		
Apr-19	\$2,236,793		\$54,733	\$1,989,555	\$ 4,883.92	\$4,727,004	\$ 12,909.44	\$0	\$ -	\$9,008,085		
May-19	\$6,356,355		\$109,062	\$1,991,072	\$ 6,111.86	\$2,234,471	\$ 7,467.31	\$0	\$ -	\$10,690,960		
Jun-19	\$19,357,070		\$89,816	\$1,998,125	\$ 7,380.74	\$2,314,010	\$ 4,539.25	\$0	\$ -	\$23,759,021		
Jul-19	\$7,232,465	\$ 2,785	\$84,893	\$3,004,197	\$ 21,072	\$5,396,774	\$ 7,765	\$0	\$ -	\$15,718,329		
Aug-19	\$3,342,584	\$ 2,092	\$65,781	\$3,014,168	\$ 9,971	\$3,782,001	\$ 10,226	\$0	\$ -	\$10,204,533		
Sep-19	\$2,084,930	\$ 505	\$95,173	\$3,015,338	\$ 1,169	\$1,225,490	\$ 5,489	\$0	\$ -	\$6,420,931		
Oct-19	\$2,561,402	\$ -	\$91,132	\$1,244,422	\$ (247)	\$101,652	\$ 1,162	\$0	\$ -	\$3,998,609		
Nov-19	\$10,747,977	\$ -	\$83,568	\$1,245,493	\$ 1,071	\$176,857	\$ 205	\$0	\$ -	\$12,253,894		
Dec-19	\$17,627,078	\$ -	\$132,635	\$1,245,722	\$ 229	\$177,999	\$ 268	\$0	\$ -	\$19,183,434		
Jan-20	\$9,002,916	\$ 1,570	\$43,598	\$1,258,082	\$ 12,361	\$5,308,087	\$ 5,962	\$0	\$ -	\$15,612,683		
Feb-20	\$8,630,244	\$ 1,194	\$95,873	\$1,261,222	\$ 3,139	\$5,315,372	\$ 7,285	\$0	\$ -	\$15,302,710		
Mar-20	\$4,518,186	\$ -	\$85,973	\$1,262,948	\$ 1,727	\$7,422,651	\$ 7,280	\$0	\$ -	\$13,289,759		
Apr-20	\$5,094,401	\$ -	\$134,650	\$1,276,459	\$ 13,211	\$5,478,279	\$ 5,628	\$0	\$ -	\$11,983,790		
May-20	\$3,725,617	\$ -	\$47,204	\$1,281,515	\$ 5,356	\$8,131,678	\$ 3,400	\$0	\$ -	\$13,186,015		
Jun-20	\$8,191,916	\$ -	\$65,372	\$1,284,918	\$ 3,402	\$16,187,424	\$ 5,746	\$0	\$ -	\$25,729,630	\$2,282,394	\$ 192
Jul-20	\$4,467,288		\$80,874	\$1,302,313	\$ 17,395	\$13,231,610	\$ 4,186	\$0	\$ -	\$19,082,085	\$2,283,036	\$ 642
Aug-20	\$3,736,257		\$55,998	\$1,305,132	\$ 2,819	\$9,334,256	\$ 2,645	\$0	\$ -	\$14,431,643	\$4,662,978	\$ 740

Combined Bank Balances





COUNTY OF FLUVANNA

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MEMORANDUM

Date: September 16, 2020
From: Liz McIver – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

*FY20 Year End (Unaudited) Total Unassigned Fund Balance:	*\$5,274,084
Add: FY21 Reassessment Budget Transfer	\$66,515
Current (Unaudited) Unassigned Fund Balance	*\$5,340,599

* Audited FY20 Year End Unassigned Fund Balance will be available upon completion of the FY20 CAFR



COMMONWEALTH of VIRGINIA

Aubrey L. Layne, Jr., MBA, CPA
Secretary of Finance

P.O. Box 1475
Richmond, Virginia 23218

May 12, 2020

To: County and City Elected Officials

Delivered Via: Chief Executive Officer, Manager, or Administrator

From: Aubrey L. Layne, Jr.
Secretary of Finance

Subject: Local Allocations for Federal CARES Coronavirus Relief Funds

Background

As most of you are aware, Congress passed and the President recently signed the *Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020*. This Act provides funding for a number of different programs to address the COVID-19 pandemic. A primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic through the establishment of the Coronavirus Relief Fund (CRF).

Allocations were sent to states based on population. Each state received 55 percent of its share based on total state population and the remaining 45 percent was based on the local populations of each state's cities and counties. Localities with populations greater than 500,000 could apply to receive funds directly. All other CRF funds were distributed to the states to determine the allocations to localities.

Virginia has received approximately \$3.1 billion as its share of the CRF total. This amount does not include approximately \$200 million that went directly to Fairfax County since it qualified to receive its funding directly.

These funds may be used for qualifying expenses of state and local governments. The CARES Act provides that payments from the CRF only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

County and City Elected Officials and Administrators
Cabinet Secretaries
May 12, 2020
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At this point, federal guidance indicates that the CRF funds can only be used for the direct costs associated with the response to the COVID-19 pandemic and cannot be used to make up for revenue shortfalls. State and local government officials have requested that this restriction be lifted or that additional federal funds be provided to address the loss of state and local revenue. To date, no action has been taken by Congress to allow that flexibility or to provide funding for that purpose.

Allocation of CRF Funds to Localities

While the federal CARES Act does not require that states distribute funding to local governments with populations less than 500,000 residents, the Governor recognizes that localities are experiencing the same COVID-19 related expenses as the Commonwealth. Therefore, fifty (50) percent of the locally-based allocations will be distributed to counties and cities on or around June 1, 2020, by the Department of Accounts (DOA) after receipt of a signed certification from the locality. This distribution will be made to the local treasurer in the same manner that Car Tax Relief Payments are made.

Each locality's allocation will be based on the proportion that the locality's population represents of the statewide total population. Appendix A reflects the population used by US Treasury to allocate CRF funds to the states. This population data is the basis for determining the allocations to each locality.

This table also reflects each locality's share of the current distribution based on the population data displayed. Please note that the population data for each county includes the populations of the towns within its borders. Consequently, the allocation indicated for each county includes any allocations based on residents that live in the towns located within that county.

CRF funds should be considered "one time" monies and should not be used for ongoing services and/or base operations. Because the funds must be expended by December 30, localities are advised not to create services with expenses beyond that period. Any expenses beyond December 30, 2020, must be paid entirely by the locality from local funds.

Requirements for Use of Funds and Certifications

General

The amounts listed in Appendix A reflect the funds that will be transferred to each locality after receipt of a certification form (Appendix D) from the locality signed by the chief executive officer, the chief financial officer, and the chief elected officer. Before signing the certification, I recommend that you read and understand the federal guidance and the frequently asked questions contained in Appendix B and Appendix C, respectively. The most recent information on this guidance and the frequently asked questions can be obtained at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

County and City Elected Officials and Administrators
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Please note that the certification statement includes an acknowledgment that you may be required to return funds to the federal government if it is determined that those funds were spent for purposes that do not qualify. Since these funds are being provided to you “up front” rather than on a reimbursement basis, it is important for you to understand that the burden of ensuring that all CRF funds are spent for qualifying purposes falls to the local government. You are responsible for maintaining all necessary documentation to ensure compliance with the federal requirements.

If the federal government determines that you have used CRF funds for purposes that do not qualify, you must return those funds to the state promptly so that they may be returned to the federal government. As a condition of receiving CRF funds, you are agreeing that the state can use state aid intercept to recover any funds necessary for expenses that were not for a qualifying purpose or that were unexpended as of December 30, 2020.

For Counties Only

As previously stated, the population data for each county includes the populations of the towns within its borders. Consequently, the allocation indicated for each county includes any allocations based on residents that live in the towns located within that county.

Counties must ensure that an equitable share of the CRF funds it receives are shared with and granted to each town within its jurisdiction. Just as with the funds retained by the county, the funds granted to towns must be spent in accordance with the same requirements and the same documentation must be retained for audit purposes. The county issuing the grant is responsible for the ensuring compliance with the documentation requirements and must ensure that the use of the funds meets the requirements set forth by the federal government.

Submission of Certification

The certification in Appendix D contains more specific details on the responsibilities of the local governing body. A fillable .pdf form can be downloaded from the Secretary of Finance’s Website under “Recent News” at: <http://finance.virginia.gov/>

In order to receive your locality’s allocation, the signed certification form must be submitted no later than **May 22, 2020**, to the Department of Accounts in electronic or hard copy form:

By Email to: GACCT@DOA.Virginia.gov

By US Mail to: Department of Accounts
Attention: Local CRF Certification
P.O. Box 1971
Richmond, VA 23218-1971

If you have any questions about this process, you may contact my office at (804) 786-1148. If you have technical questions about the certification form or the distribution of the funds, please contact Melinda Pearson, Director, General Accounting, Department of Accounts, at Melinda.Pearson@DOA.Virginia.gov or by phone at 804-225-2376.

Appendix A – Local Allocations

Annual Estimates of the Resident Population for Counties in Virginia: as of July 1, 2019	Statewide Total = 8,535,519	% of Total ¹	Current Allocation Base = \$744,691,122
Locality	Population		
.Accomack County, Virginia	32,316	0.3786%	\$2,819,446
.Albemarle County, Virginia	109,330	1.2809%	\$9,538,621
.Alleghany County, Virginia	14,860	0.1741%	\$1,296,478
.Amelia County, Virginia	13,145	0.1540%	\$1,146,851
.Amherst County, Virginia	31,605	0.3703%	\$2,757,414
.Appomattox County, Virginia	15,911	0.1864%	\$1,388,173
.Arlington County, Virginia	236,842	2.7748%	\$20,663,551
.Augusta County, Virginia	75,558	0.8852%	\$6,592,144
.Bath County, Virginia	4,147	0.0486%	\$361,810
.Bedford County, Virginia	78,997	0.9255%	\$6,892,184
.Bland County, Virginia	6,280	0.0736%	\$547,906
.Botetourt County, Virginia	33,419	0.3915%	\$2,915,679
.Brunswick County, Virginia	16,231	0.1902%	\$1,416,092
.Buchanan County, Virginia	21,004	0.2461%	\$1,832,518
.Buckingham County, Virginia	17,148	0.2009%	\$1,496,097
.Campbell County, Virginia	54,885	0.6430%	\$4,788,505
.Caroline County, Virginia	30,725	0.3600%	\$2,680,638
.Carroll County, Virginia	29,791	0.3490%	\$2,599,150
.Charles City County, Virginia	6,963	0.0816%	\$607,495
.Charlotte County, Virginia	11,880	0.1392%	\$1,036,484
.Chesterfield County, Virginia	352,802	4.1333%	\$30,780,614
.Clarke County, Virginia	14,619	0.1713%	\$1,275,451
.Craig County, Virginia	5,131	0.0601%	\$447,660
.Culpeper County, Virginia	52,605	0.6163%	\$4,589,583
.Cumberland County, Virginia	9,932	0.1164%	\$866,529
.Dickenson County, Virginia	14,318	0.1677%	\$1,249,190
.Dinwiddie County, Virginia	28,544	0.3344%	\$2,490,354
.Essex County, Virginia	10,953	0.1283%	\$955,607
.Fairfax County, Virginia	1,147,532	13.4442%	N/A
.Fauquier County, Virginia	71,222	0.8344%	\$6,213,845
.Floyd County, Virginia	15,749	0.1845%	\$1,374,040
.Fluvanna County, Virginia	27,270	0.3195%	\$2,379,202
.Franklin County, Virginia	56,042	0.6566%	\$4,889,448

.Frederick County, Virginia	89,313	1.0464%	\$7,792,215
.Giles County, Virginia	16,720	0.1959%	\$1,458,756
.Gloucester County, Virginia	37,348	0.4376%	\$3,258,469
.Goochland County, Virginia	23,753	0.2783%	\$2,072,358
.Grayson County, Virginia	15,550	0.1822%	\$1,356,678
.Greene County, Virginia	19,819	0.2322%	\$1,729,131
.Greensville County, Virginia	11,336	0.1328%	\$989,022
.Halifax County, Virginia	33,911	0.3973%	\$2,958,604
.Hanover County, Virginia	107,766	1.2626%	\$9,402,168
.Henrico County, Virginia	330,818	3.8758%	\$28,862,595
.Henry County, Virginia	50,557	0.5923%	\$4,410,903
.Highland County, Virginia	2,190	0.0257%	\$191,069
.Isle of Wight County, Virginia	37,109	0.4348%	\$3,237,617
.James City County, Virginia	76,523	0.8965%	\$6,676,337
.King and Queen County, Virginia	7,025	0.0823%	\$612,904
.King George County, Virginia	26,836	0.3144%	\$2,341,338
.King William County, Virginia	17,148	0.2009%	\$1,496,097
.Lancaster County, Virginia	10,603	0.1242%	\$925,071
.Lee County, Virginia	23,423	0.2744%	\$2,043,566
.Loudoun County, Virginia	413,538	4.8449%	\$36,079,596
.Louisa County, Virginia	37,591	0.4404%	\$3,279,670
.Lunenburg County, Virginia	12,196	0.1429%	\$1,064,054
.Madison County, Virginia	13,261	0.1554%	\$1,156,971
.Mathews County, Virginia	8,834	0.1035%	\$770,732
.Mecklenburg County, Virginia	30,587	0.3583%	\$2,668,598
.Middlesex County, Virginia	10,582	0.1240%	\$923,239
.Montgomery County, Virginia	98,535	1.1544%	\$8,596,799
.Nelson County, Virginia	14,930	0.1749%	\$1,302,585
.New Kent County, Virginia	23,091	0.2705%	\$2,014,601
.Northampton County, Virginia	11,710	0.1372%	\$1,021,652
.Northumberland County, Virginia	12,095	0.1417%	\$1,055,242
.Nottoway County, Virginia	15,232	0.1785%	\$1,328,933
.Orange County, Virginia	37,051	0.4341%	\$3,232,557
.Page County, Virginia	23,902	0.2800%	\$2,085,357
.Patrick County, Virginia	17,608	0.2063%	\$1,536,230
.Pittsylvania County, Virginia	60,354	0.7071%	\$5,265,654
.Powhatan County, Virginia	29,652	0.3474%	\$2,587,023
.Prince Edward County, Virginia	22,802	0.2671%	\$1,989,387
.Prince George County, Virginia	38,353	0.4493%	\$3,346,151
.Prince William County, Virginia	470,335	5.5103%	\$41,034,915
.Pulaski County, Virginia	34,027	0.3987%	\$2,968,725
.Rappahannock County, Virginia	7,370	0.0863%	\$643,004
.Richmond County, Virginia	9,023	0.1057%	\$787,222
.Roanoke County, Virginia	94,186	1.1035%	\$8,217,365

.Rockbridge County, Virginia	22,573	0.2645%	\$1,969,407
.Rockingham County, Virginia	81,948	0.9601%	\$7,149,647
.Russell County, Virginia	26,586	0.3115%	\$2,319,526
.Scott County, Virginia	21,566	0.2527%	\$1,881,550
.Shenandoah County, Virginia	43,616	0.5110%	\$3,805,328
.Smyth County, Virginia	30,104	0.3527%	\$2,626,458
.Southampton County, Virginia	17,631	0.2066%	\$1,538,237
.Spotsylvania County, Virginia	136,215	1.5959%	\$11,884,234
.Stafford County, Virginia	152,882	1.7911%	\$13,338,365
.Surry County, Virginia	6,422	0.0752%	\$560,295
.Sussex County, Virginia	11,159	0.1307%	\$973,580
.Tazewell County, Virginia	40,595	0.4756%	\$3,541,757
.Warren County, Virginia	40,164	0.4706%	\$3,504,154
.Washington County, Virginia	53,740	0.6296%	\$4,688,608
.Westmoreland County, Virginia	18,015	0.2111%	\$1,571,739
.Wise County, Virginia	37,383	0.4380%	\$3,261,523
.Wythe County, Virginia	28,684	0.3361%	\$2,502,568
.York County, Virginia	68,280	0.8000%	\$5,957,167
.Alexandria city, Virginia	159,428	1.8678%	\$13,909,478
.Bristol city, Virginia	16,762	0.1964%	\$1,462,420
.Buena Vista city, Virginia	6,478	0.0759%	\$565,181
.Charlottesville city, Virginia	47,266	0.5538%	\$4,123,776
.Chesapeake city, Virginia	244,835	2.8684%	\$21,360,910
.Colonial Heights city, Virginia	17,370	0.2035%	\$1,515,466
.Covington city, Virginia	5,538	0.0649%	\$483,169
.Danville city, Virginia	40,044	0.4691%	\$3,493,685
.Emporia city, Virginia	5,346	0.0626%	\$466,418
.Fairfax city, Virginia	24,019	0.2814%	\$2,095,565
.Falls Church city, Virginia	14,617	0.1712%	\$1,275,277
.Franklin city, Virginia	7,967	0.0933%	\$695,090
.Fredericksburg city, Virginia	29,036	0.3402%	\$2,533,279
.Galax city, Virginia	6,347	0.0744%	\$553,751
.Hampton city, Virginia	134,510	1.5759%	\$11,735,479
.Harrisonburg city, Virginia	53,016	0.6211%	\$4,625,442
.Hopewell city, Virginia	22,529	0.2639%	\$1,965,568
.Lexington city, Virginia	7,446	0.0872%	\$649,635
.Lynchburg city, Virginia	82,168	0.9627%	\$7,168,841
.Manassas city, Virginia	41,085	0.4813%	\$3,584,508
.Manassas Park city, Virginia	17,478	0.2048%	\$1,524,888
.Martinsville city, Virginia	12,554	0.1471%	\$1,095,288
.Newport News city, Virginia	179,225	2.0998%	\$15,636,690
.Norfolk city, Virginia	242,742	2.8439%	\$21,178,304
.Norton city, Virginia	3,981	0.0466%	\$347,327
.Petersburg city, Virginia	31,346	0.3672%	\$2,734,818

.Poquoson city, Virginia	12,271	0.1438%	\$1,070,597
.Portsmouth city, Virginia	94,398	1.1059%	\$8,235,862
.Radford city, Virginia	18,249	0.2138%	\$1,592,155
.Richmond city, Virginia	230,436	2.6997%	\$20,104,653
.Roanoke city, Virginia	99,143	1.1615%	\$8,649,844
.Salem city, Virginia	25,301	0.2964%	\$2,207,415
.Staunton city, Virginia	24,932	0.2921%	\$2,175,221
.Suffolk city, Virginia	92,108	1.0791%	\$8,036,068
.Virginia Beach city, Virginia	449,974	5.2718%	\$39,258,497
.Waynesboro city, Virginia	22,630	0.2651%	\$1,974,380
.Williamsburg city, Virginia	14,954	0.1752%	\$1,304,679
.Winchester city, Virginia	28,078	0.3290%	\$2,449,697
Total Funds Distributed (excludes Fairfax County)			\$644,573,383
Source: U.S. Census Bureau, Population Division			
Release Date: March 2020			

¹ **Note:** Percentages are displayed as rounded numbers, however, the distributions are calculated using the full values.

Appendix B - Guidance From U.S. Treasury

Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments April 22, 2020

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.¹

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government

officials responsible for spending Fund payments.

¹ See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

A cost is “incurred” when the responsible unit of government has expended funds to cover the cost.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19- related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in

- connection with the COVID-19 public health emergency.
- Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. 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.
 4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
 5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
 6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Nonexclusive examples of ineligible expenditures²

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.³
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

² In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.

Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

³ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

¹ The Guidance is available at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

Appendix C - Frequently Asked Questions

The content below was provided by the US Department of the Treasury.

Coronavirus Relief Fund Frequently Asked Questions April 22, 2020

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Inspector General of the Department of the Treasury of amounts received from the Coronavirus Relief Fund (the “Fund”) that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Inspector General if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May governments retain assets purchased with these funds?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of May 4, 2020**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet 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. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county’s borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to

the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include 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. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers' compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax

requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

¹ The Guidance is available at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

Appendix D - Certification for Use of Coronavirus Relief Fund

Note: Provided for reference only - download a fillable .pdf copy of this form from the Secretary of Finance's Website under "Recent News" at: <http://finance.virginia.gov/>

**CERTIFICATION for RECEIPT of
CORONAVIRUS RELIEF FUND PAYMENTS
by
INSERT NAME OF LOCAL GOVERNMENT**

We the undersigned represent insert name of local government (the locality), and we certify that:

1. we have the authority to request direct payment on behalf of the locality from the Commonwealth of Virginia of revenues from the Coronavirus Relief Fund (CRF) pursuant to section 601(b) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. we understand that the Commonwealth of Virginia will rely on this certification as a material representation in making a direct payment to the locality.
3. the locality's proposed uses of the funds received as direct payment from the Commonwealth of Virginia under section 601(b) of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 - b. were not accounted for in the budget most recently approved as of March 27, 2020, for the locality; and
 - c. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
4. any funds that are not expended or that will not be expended on necessary expenditures on or before December 30, 2020, by the locality or its grantee(s), must be returned to Commonwealth of Virginia no later than December 30, 2020, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any such unexpended funds that have not been returned to the Commonwealth within 30 days of December 30, 2020.
5. we understand that the locality will not receive continued funding beyond December 30, 2020, from any source to continue paying expenses or providing services that were initiated or previously supported from CRF funds prior to December 30, 2020.
6. funds received as a direct payment from the Commonwealth of Virginia pursuant to this certification must adhere to official federal guidance issued or to be issued regarding what constitutes a necessary expenditure.
7. any CRF funds expended by the locality or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to the Commonwealth of Virginia within 30 days of a finding that the expenditure is disallowed, and that the Commonwealth of Virginia is entitled to

invoke state aid intercept to recover any and all such funds that are not repaid within 30 days of a finding that the expenditure is disallowed.

8. as a condition of receiving the CRF funds pursuant to this certification, the locality shall retain documentation of all uses of the funds, including but not limited to payroll time records, invoices, and/or sales receipts. Such documentation shall be produced to the Commonwealth of Virginia upon request.
9. the locality must maintain proper accounting records to segregate these expenditures from those supported by other fund sources and that all such records will be subject to audit.
10. any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected revenue collections from taxes, fees, or any other revenue source.
11. any CRF funds received pursuant to this certification will not be used for expenditures for which the locality has received funds from any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense nor may CRF funds be used for purposes of matching other federal funds unless specifically authorized by federal statute, regulation, or guideline.

For counties only

12. an equitable share of CRF funds received pursuant to this certification shall be shared with and granted to each town within its jurisdiction. Such grant(s) shall be used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. The county issuing the grant is responsible for the ensuring compliance with the documentation requirements required by this certification and shall ensure that the use of the funds meets the requirements set forth in this certification.

We certify that we have read the above certification and our statements contained herein are true and correct to the best of our knowledge.

By: _____	By: _____	By: _____
Signature: _____	Signature: _____	Signature: _____
Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date: _____



COMMONWEALTH of VIRGINIA

Aubrey L. Layne, Jr., MBA, CPA
Secretary of Finance

P.O. Box 1475
Richmond, Virginia 23218

July 28, 2020

To: County and City Elected Officials

Delivered Via: Chief Executive Officer, Manager, or Administrator

From: Aubrey L. Layne, Jr.
Secretary of Finance

Subject: Second and Final Allocation of Federal Coronavirus Relief Funds

Overview

On May 12, 2020, I advised you of Governor Northam's decision to provide the first round of allocations to local governments from the federal Coronavirus Relief Fund (CRF) authorized pursuant to the federal *Coronavirus Aid, Relief, and Economic Security Act* (CARES Act). On June 1, 2020, each locality received its share of the first half, or fifty (50) percent, of the locally-based allocations (not including Fairfax County that received its funds directly).

While the federal CARES Act does not require that states distribute funding to local governments with populations less than 500,000 residents, the Governor recognizes that localities continue to experience the same COVID-19 related expenses as the Commonwealth.

Therefore, the Governor recently announced the second and final round to allocate the remaining fifty (50) percent of the locally-based allocations from the CRF to local governments. When completed, the state will have distributed 100 percent of the local allocations the Commonwealth received under the CARES Act providing a total of \$1.3 billion for local governments.

Just like the first round, the second round will be based on population. Consequently, the second round of allocations will be for the same amount that you received in the first round on June 1, 2020. In order to receive the second allocation, localities are required to submit a new certification form and complete an online survey regarding the use of the CRF funds.

As soon as these two documents are fully completed and submitted, the Department of Accounts will initiate the transfer of funds to the local Treasurer. Localities may expect to receive the transfer by the state Comptroller within five business days following confirmation of receipt of these completed documents.

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Guidance

It is extremely important for you to know that all of the same conditions that existed for the first round of CRF allocations continue for the second round of allocations. To that end, I encourage you to refer to my May 12, 2020, memorandum and to the federal guidance and frequently asked questions located at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

This information is routinely updated and has been revised several times since my May 12, 2020, memorandum. Compliance with the federal guidance is your responsibility and failure to do so could result in disallowed expenses requiring you to repay the associated funds to the federal government. As stated previously, if you fail to repay any funds spent for nonqualifying expenses as required by the federal government, the state Comptroller will recover such amounts from future state payments to your locality via the State Aid Intercept Program.

In addition to the revised federal guidance, on July 2, 2020, the U.S. Treasury's Office of the Inspector General issued information related to reporting and audit requirements that had not been published at the time of my original communication to you. Information regarding the audit and reporting requirements can be found at the same link provided above. Further, the State Comptroller's office has subrecipient monitoring responsibilities that will necessitate evaluation and additional correspondence with localities regarding the use of funds.

As a reminder, the overarching federal guidance states that these funds must be used for qualifying expenses of state and local governments. Specifically, the CARES Act provides that payments from the CRF only may be used to cover costs that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

The federal guidance continues to state that the CRF funds can be used only for the direct costs associated with the response to the COVID-19 pandemic and cannot be used to address revenue shortfalls. State and local government officials have requested that this restriction be lifted or that additional federal funds be provided to address the loss of state and local revenue. To date, no action has been taken by Congress to allow that flexibility or to provide funding for that purpose.

CRF funds should be considered "one time" monies and should not be used for ongoing services and/or base operations. Because the funds must be expended by December 30, localities are advised not to create services with expenses beyond that period. Any expenses beyond December 30, 2020, must be paid entirely by the locality from local funds.

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Allocation of CRF Funds to Localities

The remaining fifty (50) percent of the locally-based allocations will be distributed to counties and cities by the Department of Accounts (DOA) after receipt from the locality of a new, signed certification form and after completion of a survey on the locality's actual and planned uses of the CRF funds. This distribution will be made to the local treasurer in the same manner that the first round of funds were distributed within five business days following receipt of the completed documents.

Each locality's allocation will be based on the proportion that the locality's population represents of the statewide total population. Appendix A reflects the population used by U.S. Treasury to allocate CRF funds to the states. This population data is the basis for determining the allocations to each locality.

This table also reflects each locality's share of the remaining distribution based on the population data displayed. Please note that the population data for each county includes the populations of the towns within its borders. Consequently, the allocation indicated for each county includes any allocations based on residents that live in the towns located within that county.

Requirements: Survey on the Use of Funds and Certifications

General

The amounts listed in Appendix A reflect the funds that will be transferred to each locality after:

1. completion of an online survey located at: (NOTE: *the link to this survey will be provided by separate communication later this week*), and
2. receipt of a certification form (Appendix D) from the locality signed by the chief executive officer, the chief financial officer (Treasurer), and the chief elected officer.

Before signing the certification, I recommend that you read and understand the federal guidance and the frequently asked questions contained in Appendix B and Appendix C, respectively. The most recent information on this guidance and the frequently asked questions can be obtained at: <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

Please note that the certification statement includes an acknowledgment that you may be required to return funds to the federal government if it is determined that those funds were spent for purposes that do not qualify. Since these funds are being provided to you "up front" rather than on a reimbursement basis, it is important for you to understand that the burden of ensuring that all CRF funds are spent for qualifying purposes falls to the local government.

You are responsible for maintaining all necessary documentation to ensure compliance with the federal requirements. The State Comptroller is responsible for all subrecipient monitoring and may require additional information in the future from each locality to address that responsibility.

If the federal government determines that you have used CRF funds for purposes that do not qualify, you must return those funds to the state promptly so that they may be returned to the federal government. As a condition of receiving CRF funds, you are agreeing that the state can use state aid intercept to recover any funds necessary for expenses that were not for a qualifying purpose or that were unexpended as of December 30, 2020.

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For Counties Only

As previously stated, the population data for each county includes the populations of the towns within its borders. Consequently, the allocation indicated for each county includes any allocations based on residents that live in the towns located within that county.

Counties must ensure that an equitable share of the CRF funds it receives are shared with and granted to each town within its jurisdiction. Just as with the funds retained by the county, the funds granted to towns must be spent in accordance with the same requirements and the same documentation must be retained for audit purposes. The county issuing the grant is responsible for the ensuring compliance with each town's documentation requirements and must ensure that the use of the funds meets the requirements set forth by the federal government.

Completion of Survey

The Commonwealth has partnered with Accenture to create a survey to collect data on how each locality has used or plans to use its allocation of CRF funds. The survey instrument, which must be completed online, will be made available later this week by separate communication. This communication will include instructions regarding access to and completion of the survey. For questions about completion of the survey, please contact Jason Saunders, General Government Coordinator, Department of Planning and Budget, at jason.saunders@dpb.virginia.gov.

We are requesting that this survey be completed no later than **5:00pm, Monday, August 10, 2020**, so that we may provide a report on the use of the CRF by locality to the General Assembly when it convenes for a special session beginning on August 18, 2020. For surveys that are not received by this due date, this report will reflect that the survey results were not received from that locality by the requested due date. More importantly, the survey must be completed, along with submission of the certification form, in order to receive the second distribution of CRF funds.

Submission of Certification

The certification in Appendix D contains more specific details on the responsibilities of the local governing body. A fillable .pdf form can be downloaded from the Secretary of Finance's Website under "Recent News" at: <http://finance.virginia.gov/>

The signed certification form should be submitted no later than **August 10, 2020**, to the Department of Accounts in electronic or hard copy form:

By Email to: GACCT@DOA.Virginia.gov

By US Mail to: Department of Accounts
Attention: Local CRF Certification
PO Box 1971
Richmond, VA 23218-1971

If you have any questions regarding the appropriate use of CRF funds, please refer to the U.S. Treasury Website and guidance. For questions about this process, you may contact my office at (804) 786-1148. If you have technical questions about the certification form or the distribution of

County and City Elected Officials and Administrators

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the funds, please contact Melinda Pearson, Director, General Accounting, Department of Accounts, at melinda.pearson@doa.virginia.gov or by phone at 804-225-2376.

Appendix A – Local Allocations

Annual Estimates of the Resident Population for Counties in Virginia: as of July 1, 2019	Statewide Total = 8,535,519	% of Total ¹	Current Allocation Base ²= \$744,691,122
Locality	Population		
.Accomack County, Virginia	32,316	0.3786%	\$2,819,446
.Albemarle County, Virginia	109,330	1.2809%	\$9,538,621
.Alleghany County, Virginia	14,860	0.1741%	\$1,296,478
.Amelia County, Virginia	13,145	0.1540%	\$1,146,851
.Amherst County, Virginia	31,605	0.3703%	\$2,757,414
.Appomattox County, Virginia	15,911	0.1864%	\$1,388,173
.Arlington County, Virginia	236,842	2.7748%	\$20,663,551
.Augusta County, Virginia	75,558	0.8852%	\$6,592,144
.Bath County, Virginia	4,147	0.0486%	\$361,810
.Bedford County, Virginia	78,997	0.9255%	\$6,892,184
.Bland County, Virginia	6,280	0.0736%	\$547,906
.Botetourt County, Virginia	33,419	0.3915%	\$2,915,679
.Brunswick County, Virginia	16,231	0.1902%	\$1,416,092
.Buchanan County, Virginia	21,004	0.2461%	\$1,832,518
.Buckingham County, Virginia	17,148	0.2009%	\$1,496,097
.Campbell County, Virginia	54,885	0.6430%	\$4,788,505
.Caroline County, Virginia	30,725	0.3600%	\$2,680,638
.Carroll County, Virginia	29,791	0.3490%	\$2,599,150
.Charles City County, Virginia	6,963	0.0816%	\$607,495
.Charlotte County, Virginia	11,880	0.1392%	\$1,036,484
.Chesterfield County, Virginia	352,802	4.1333%	\$30,780,614
.Clarke County, Virginia	14,619	0.1713%	\$1,275,451
.Craig County, Virginia	5,131	0.0601%	\$447,660
.Culpeper County, Virginia	52,605	0.6163%	\$4,589,583
.Cumberland County, Virginia	9,932	0.1164%	\$866,529
.Dickenson County, Virginia	14,318	0.1677%	\$1,249,190
.Dinwiddie County, Virginia	28,544	0.3344%	\$2,490,354
.Essex County, Virginia	10,953	0.1283%	\$955,607
.Fairfax County, Virginia	1,147,532	13.4442%	N/A
.Fauquier County, Virginia	71,222	0.8344%	\$6,213,845
.Floyd County, Virginia	15,749	0.1845%	\$1,374,040
.Fluvanna County, Virginia	27,270	0.3195%	\$2,379,202
.Franklin County, Virginia	56,042	0.6566%	\$4,889,448
.Frederick County, Virginia	89,313	1.0464%	\$7,792,215
.Giles County, Virginia	16,720	0.1959%	\$1,458,756

Appendix A – Local Allocations

.Gloucester County, Virginia	37,348	0.4376%	\$3,258,469
.Goochland County, Virginia	23,753	0.2783%	\$2,072,358
.Grayson County, Virginia	15,550	0.1822%	\$1,356,678
.Greene County, Virginia	19,819	0.2322%	\$1,729,131
.Greensville County, Virginia	11,336	0.1328%	\$989,022
.Halifax County, Virginia	33,911	0.3973%	\$2,958,604
.Hanover County, Virginia	107,766	1.2626%	\$9,402,168
.Henrico County, Virginia	330,818	3.8758%	\$28,862,595
.Henry County, Virginia	50,557	0.5923%	\$4,410,903
.Highland County, Virginia	2,190	0.0257%	\$191,069
.Isle of Wight County, Virginia	37,109	0.4348%	\$3,237,617
.James City County, Virginia	76,523	0.8965%	\$6,676,337
.King and Queen County, Virginia	7,025	0.0823%	\$612,904
.King George County, Virginia	26,836	0.3144%	\$2,341,338
.King William County, Virginia	17,148	0.2009%	\$1,496,097
.Lancaster County, Virginia	10,603	0.1242%	\$925,071
.Lee County, Virginia	23,423	0.2744%	\$2,043,566
.Loudoun County, Virginia	413,538	4.8449%	\$36,079,596
.Louisa County, Virginia	37,591	0.4404%	\$3,279,670
.Lunenburg County, Virginia	12,196	0.1429%	\$1,064,054
.Madison County, Virginia	13,261	0.1554%	\$1,156,971
.Mathews County, Virginia	8,834	0.1035%	\$770,732
.Mecklenburg County, Virginia	30,587	0.3583%	\$2,668,598
.Middlesex County, Virginia	10,582	0.1240%	\$923,239
.Montgomery County, Virginia	98,535	1.1544%	\$8,596,799
.Nelson County, Virginia	14,930	0.1749%	\$1,302,585
.New Kent County, Virginia	23,091	0.2705%	\$2,014,601
.Northampton County, Virginia	11,710	0.1372%	\$1,021,652
.Northumberland County, Virginia	12,095	0.1417%	\$1,055,242
.Nottoway County, Virginia	15,232	0.1785%	\$1,328,933
.Orange County, Virginia	37,051	0.4341%	\$3,232,557
.Page County, Virginia	23,902	0.2800%	\$2,085,357
.Patrick County, Virginia	17,608	0.2063%	\$1,536,230
.Pittsylvania County, Virginia	60,354	0.7071%	\$5,265,654
.Powhatan County, Virginia	29,652	0.3474%	\$2,587,023
.Prince Edward County, Virginia	22,802	0.2671%	\$1,989,387
.Prince George County, Virginia	38,353	0.4493%	\$3,346,151
.Prince William County, Virginia	470,335	5.5103%	\$41,034,915
.Pulaski County, Virginia	34,027	0.3987%	\$2,968,725
.Rappahannock County, Virginia	7,370	0.0863%	\$643,004
.Richmond County, Virginia	9,023	0.1057%	\$787,222

Appendix A – Local Allocations

.Roanoke County, Virginia	94,186	1.1035%	\$8,217,365
.Rockbridge County, Virginia	22,573	0.2645%	\$1,969,407
.Rockingham County, Virginia	81,948	0.9601%	\$7,149,647
.Russell County, Virginia	26,586	0.3115%	\$2,319,526
.Scott County, Virginia	21,566	0.2527%	\$1,881,550
.Shenandoah County, Virginia	43,616	0.5110%	\$3,805,328
.Smyth County, Virginia	30,104	0.3527%	\$2,626,458
.Southampton County, Virginia	17,631	0.2066%	\$1,538,237
.Spotsylvania County, Virginia	136,215	1.5959%	\$11,884,234
.Stafford County, Virginia	152,882	1.7911%	\$13,338,365
.Surry County, Virginia	6,422	0.0752%	\$560,295
.Sussex County, Virginia	11,159	0.1307%	\$973,580
.Tazewell County, Virginia	40,595	0.4756%	\$3,541,757
.Warren County, Virginia	40,164	0.4706%	\$3,504,154
.Washington County, Virginia	53,740	0.6296%	\$4,688,608
.Westmoreland County, Virginia	18,015	0.2111%	\$1,571,739
.Wise County, Virginia	37,383	0.4380%	\$3,261,523
.Wythe County, Virginia	28,684	0.3361%	\$2,502,568
.York County, Virginia	68,280	0.8000%	\$5,957,167
.Alexandria city, Virginia	159,428	1.8678%	\$13,909,478
.Bristol city, Virginia	16,762	0.1964%	\$1,462,420
.Buena Vista city, Virginia	6,478	0.0759%	\$565,181
.Charlottesville city, Virginia	47,266	0.5538%	\$4,123,776
.Chesapeake city, Virginia	244,835	2.8684%	\$21,360,910
.Colonial Heights city, Virginia	17,370	0.2035%	\$1,515,466
.Covington city, Virginia	5,538	0.0649%	\$483,169
.Danville city, Virginia	40,044	0.4691%	\$3,493,685
.Emporia city, Virginia	5,346	0.0626%	\$466,418
.Fairfax city, Virginia	24,019	0.2814%	\$2,095,565
.Falls Church city, Virginia	14,617	0.1712%	\$1,275,277
.Franklin city, Virginia	7,967	0.0933%	\$695,090
.Fredericksburg city, Virginia	29,036	0.3402%	\$2,533,279
.Galax city, Virginia	6,347	0.0744%	\$553,751
.Hampton city, Virginia	134,510	1.5759%	\$11,735,479
.Harrisonburg city, Virginia	53,016	0.6211%	\$4,625,442
.Hopewell city, Virginia	22,529	0.2639%	\$1,965,568
.Lexington city, Virginia	7,446	0.0872%	\$649,635
.Lynchburg city, Virginia	82,168	0.9627%	\$7,168,841
.Manassas city, Virginia	41,085	0.4813%	\$3,584,508
.Manassas Park city, Virginia	17,478	0.2048%	\$1,524,888
.Martinsville city, Virginia	12,554	0.1471%	\$1,095,288

Appendix A – Local Allocations

.Newport News city, Virginia	179,225	2.0998%	\$15,636,690
.Norfolk city, Virginia	242,742	2.8439%	\$21,178,304
.Norton city, Virginia	3,981	0.0466%	\$347,327
.Petersburg city, Virginia	31,346	0.3672%	\$2,734,818
.Poquoson city, Virginia	12,271	0.1438%	\$1,070,597
.Portsmouth city, Virginia	94,398	1.1059%	\$8,235,862
.Radford city, Virginia	18,249	0.2138%	\$1,592,155
.Richmond city, Virginia	230,436	2.6997%	\$20,104,653
.Roanoke city, Virginia	99,143	1.1615%	\$8,649,844
.Salem city, Virginia	25,301	0.2964%	\$2,207,415
.Staunton city, Virginia	24,932	0.2921%	\$2,175,221
.Suffolk city, Virginia	92,108	1.0791%	\$8,036,068
.Virginia Beach city, Virginia	449,974	5.2718%	\$39,258,497
.Waynesboro city, Virginia	22,630	0.2651%	\$1,974,380
.Williamsburg city, Virginia	14,954	0.1752%	\$1,304,679
.Winchester city, Virginia	28,078	0.3290%	\$2,449,697
Total Funds Distributed (excludes Fairfax County)			\$644,573,383
Source: U.S. Census Bureau, Population Division			
Release Date: March 2020			

¹ **Note:** Percentages are displayed as rounded numbers, however, the distributions are calculated using the full values.

² **Note:** The total allocation base includes Fairfax County in order to correctly calculate the allocation for the remaining localities.

Appendix B: Coronavirus Relief Fund – Guidance from U.S. Treasury

Guidance for State, Territorial, Local, and Tribal Governments Updated June 30, 2020¹

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.²

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the

¹ This version updates the guidance provided under “Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020”.

² See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

Appendix B: Coronavirus Relief Fund – Guidance from U.S. Treasury

cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID-19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period, but not otherwise.

Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient’s usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient’s control.

Appendix B: Coronavirus Relief Fund – Guidance from U.S. Treasury

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. 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.
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.

Appendix B: Coronavirus Relief Fund – Guidance from U.S. Treasury

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
 6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Nonexclusive examples of ineligible expenditures³

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.⁴
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

³ In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.

Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

⁴ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

The content below was provided by the U.S. Department of the Treasury.

Coronavirus Relief Fund Frequently Asked Questions Updated as of July 8, 2020

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet 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. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

¹ The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include 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. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

May a State impose restrictions on transfers of funds to local governments?

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?

No. The Guidance says that funding may be used to meet 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. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

May recipients use Fund payments to provide loans?

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

May funds be used to satisfy non-federal matching requirements under the Stafford Act?

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

The guidance provides that funding may be used to meet 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. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

Are Fund payments to State, territorial, local, and tribal governments considered grants?

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Are Fund payments subject to other requirements of the Uniform Guidance?

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?

Yes. The CFDA number assigned to the Fund is 21.019.

If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-

Appendix C: Coronavirus Relief Fund – Frequently Asked Questions

specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.

Appendix D: Certification for Use of Coronavirus Relief Fund

Note: Provided for reference only - download a fillable .pdf copy of this form from the Secretary of Finance's Website under "Recent News" at: <http://finance.virginia.gov/>

**CERTIFICATION for RECEIPT of
CORONAVIRUS RELIEF FUND PAYMENTS
by
INSERT NAME OF LOCAL GOVERNMENT**

We the undersigned represent insert name of local government (the locality), and we certify that:

1. we have the authority to request direct payment on behalf of the locality from the Commonwealth of Virginia of revenues from the Coronavirus Relief Fund (CRF) pursuant to section 601(b) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. we understand that the Commonwealth of Virginia will rely on this certification as a material representation in making a direct payment to the locality.
3. the locality 's proposed uses of the funds received as direct payment from the Commonwealth of Virginia under section 601(b) of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 - b. were not accounted for in the budget most recently approved as of March 27, 2020, for the locality; and
 - c. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.
4. any funds that are not expended or that will not be expended on necessary expenditures on or before December 30, 2020, by the locality or its grantee(s), must be returned to Commonwealth of Virginia no later than December 30, 2020, and that the Commonwealth of Virginia is entitled to invoke state aid intercept to recover any such unexpended funds that have not been returned to the Commonwealth within 30 days of December 30, 2020.
5. we understand that the locality will not receive continued funding beyond December 30, 2020, from any source to continue paying expenses or providing services that were initiated or previously supported from CRF funds prior to December 30, 2020.
6. funds received as a direct payment from the Commonwealth of Virginia pursuant to this certification must adhere to official federal guidance issued or to be issued regarding what constitutes a necessary expenditure.
7. any CRF funds expended by the locality or its grantee(s) in any manner that does not adhere to official federal guidance shall be returned to the Commonwealth of Virginia within 30 days of a finding that the expenditure is disallowed, and that the Commonwealth of Virginia is entitled to

invoke state aid intercept to recover any and all such funds that are not repaid within 30 days of a finding that the expenditure is disallowed.

8. as a condition of receiving the CRF funds pursuant to this certification, the locality shall retain documentation of all uses of the funds, including but not limited to payroll time records, invoices, and/or sales receipts. Such documentation shall be produced to the Commonwealth of Virginia upon request.
9. the locality must maintain proper accounting records to segregate these expenditures from those supported by other fund sources and that all such records will be subject to audit.
10. any funds provided pursuant to this certification cannot be used as a revenue replacement for lower than expected revenue collections from taxes, fees, or any other revenue source.
11. any CRF funds received pursuant to this certification will not be used for expenditures for which the locality has received funds from any other emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for that same expense nor may CRF funds be used for purposes of matching other federal funds unless specifically authorized by federal statute, regulation, or guideline.

For counties only

12. an equitable share of CRF funds received pursuant to this certification shall be shared with and granted to each town within its jurisdiction. Such grant(s) shall be used solely for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), that were not accounted for in the budget most recently approved as of March 27, 2020, and that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. The county issuing the grant is responsible for the ensuring compliance with the documentation requirements required by this certification and shall ensure that the use of the funds meets the requirements set forth in this certification.

We certify that we have read the above certification and our statements contained herein are true and correct to the best of our knowledge.

By: _____	By: _____	By: _____
Signature: _____	Signature: _____	Signature: _____
Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date: _____

Coronavirus Relief Fund
Guidance for State, Territorial, Local, and Tribal Governments
Updated September 2, 2020¹

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.²

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

¹ On June 30, 2020, the guidance provided under “Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020” was updated. On September 2, 2020, the “Supplemental Guidance on Use of Funds to Cover Payroll and Benefits of Public Employees” and “Supplemental Guidance on Use of Funds to Cover Administrative Costs” sections were added.

² See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID-19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient’s usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020,

will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient's control.

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. 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.

4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.
 - Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Nonexclusive examples of ineligible expenditures³

The following is a list of examples of costs that would not be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.⁴
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

³ In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

⁴ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

Supplemental Guidance on Use of Funds to Cover Payroll and Benefits of Public Employees

As discussed in the Guidance above, the CARES Act provides that payments from the Fund must be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As reflected in the Guidance and FAQs, Treasury has not interpreted this provision to limit eligible costs to those that are incremental increases above amounts previously budgeted. Rather, Treasury has interpreted this provision to exclude items that were already covered for their original use (or a substantially similar use). This guidance reflects the intent behind the Fund, which was not to provide general fiscal assistance to state governments but rather to assist them with COVID-19-related necessary expenditures. With respect to personnel expenses, though the Fund was not intended to be used to cover government payroll expenses generally, the Fund was intended to provide assistance to address increased expenses, such as the expense of hiring new personnel as needed to assist with the government's response to the public health emergency and to allow recipients facing budget pressures not to have to lay off or furlough employees who would be needed to assist with that purpose.

Substantially different use

As stated in the Guidance above, Treasury considers the requirement that payments from the Fund be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020, to be met if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a *substantially different use* from any expected use of funds in such a line item, allotment, or allocation.

Treasury has provided examples as to what would constitute a substantially different use. Treasury provided (in FAQ A.3) that costs incurred for a substantially different use would include, for example, the costs of redeploying educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty's ordinary responsibilities.

Substantially dedicated

Within this category of substantially different uses, as stated in the Guidance above, Treasury has included payroll and benefits 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. The *full amount* of payroll and benefits expenses of substantially dedicated employees may be covered using payments from the Fund. Treasury has not developed a precise definition of what "substantially dedicated" means given that there is not a precise way to define this term

across different employment types. The relevant unit of government should maintain documentation of the “substantially dedicated” conclusion with respect to its employees.

If an employee is not substantially dedicated to mitigating or responding to the COVID-19 public health emergency, his or her payroll and benefits expenses may not be covered *in full* with payments from the Fund. A *portion* of such expenses may be able to be covered, however, as discussed below.

Public health and public safety

In recognition of the particular importance of public health and public safety workers to State, local, and tribal government responses to the public health emergency, Treasury has provided, as an administrative accommodation, that a State, local, or tribal government may presume that public health and public safety employees meet the substantially dedicated test, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise. This means that, if this presumption applies, work performed by such employees is considered to be a substantially different use than accounted for in the most recently approved budget as of March 27, 2020. All costs of such employees may be covered using payments from the Fund for services provided during the period that begins on March 1, 2020, and ends on December 30, 2020.

In response to questions regarding which employees are within the scope of this accommodation, Treasury is supplementing this guidance to clarify that 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) as well as employees of public health departments directly engaged in matters related to public health and related supervisory personnel.

Not substantially dedicated

As provided in FAQ A.47, a State, local, or tribal government may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department. This means, for example, that a government could cover payroll expenses allocated on an hourly basis to employees’ time dedicated to mitigating or responding to the COVID-19 public health emergency. This result provides equitable treatment to governments that, for example, instead of having a few employees who are substantially dedicated to the public health emergency, have many employees who have a minority of their time dedicated to the public health emergency.

Covered benefits

Payroll and benefits of a substantially dedicated employee may be covered using payments from the Fund to the extent incurred between March 1 and December 30, 2020.

Payroll includes certain hazard pay and overtime, but not workforce bonuses. As discussed in FAQ A.29, hazard pay may be covered using payments from the Fund if it is provided for performing hazardous duty or work involving physical hardship that in each case is related to COVID-19. This means that, whereas payroll and benefits of an employee who is substantially dedicated to mitigating or responding to the COVID-19 public health emergency may generally be covered in full using payments from the Fund, hazard pay specifically may only be covered to the extent it is related to COVID-19. For example, a recipient may use payments from the Fund to cover hazard pay for a police officer coming in close

contact with members of the public to enforce public health or public safety orders, but across-the-board hazard pay for all members of a police department regardless of their duties would not be able to be covered with payments from the Fund. This position reflects the statutory intent discussed above: the Fund was intended to be used to help governments address the public health emergency both by providing funds for incremental expenses (such as hazard pay related to COVID-19) and to allow governments not to have to furlough or lay off employees needed to address the public health emergency but was not intended to provide across-the-board budget support (as would be the case if hazard pay regardless of its relation to COVID-19 or workforce bonuses were permitted to be covered using payments from the Fund).

Relatedly, both hazard pay and overtime pay for employees that are not substantially dedicated may only be covered using the Fund if the hazard pay and overtime pay is for COVID-19-related duties. As discussed above, governments may allocate payroll and benefits of such employees with respect to time worked on COVID-19-related matters.

Covered benefits include, but are not limited to, the costs of all types of leave (vacation, family-related, sick, military, bereavement, sabbatical, jury duty), employee insurance (health, life, dental, vision), retirement (pensions, 401(k)), unemployment benefit plans (federal and state), workers compensation insurance, and Federal Insurance Contributions Act (FICA) taxes (which includes Social Security and Medicare taxes).

Supplemental Guidance on Use of Funds to Cover Administrative Costs

General

Payments from the Fund are not administered as part of a traditional grant program and the provisions of the Uniform Guidance, 2 C.F.R. Part 200, that are applicable to indirect costs do not apply. Recipients may not apply their indirect costs rates to payments received from the Fund.

Recipients may, if they meet the conditions specified in the guidance for tracking time consistently across a department, use payments from the Fund 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. (In other words, such costs would be eligible direct costs of the recipient). This includes, but is not limited to, costs related to disbursing payments from the Fund and managing new grant programs established using payments from the Fund.

As with any other costs to be covered using payments from the Fund, any such administrative costs must be incurred by December 30, 2020, with an exception for certain compliance costs as discussed below. Furthermore, as discussed in the Guidance above, as with any other cost, an administrative cost that has been or will be reimbursed under any federal program may not be covered with the Fund. For example, if an administrative cost is already being covered as a direct or indirect cost pursuant to another federal grant, the Fund may not be used to cover that cost.

Compliance costs related to the Fund

As previously stated in FAQ B.11, recipients are permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act, subject to the limitations set forth in 2 C.F.R. § 200.425. Pursuant to that provision of the Uniform Guidance, recipients and subrecipients subject to the Single Audit Act may use payments from the Fund to cover a reasonably proportionate share of the costs of audits attributable to the Fund.

To the extent a cost is incurred by December 30, 2020, for an eligible use consistent with section 601 of the Social Security Act and Treasury's guidance, a necessary administrative compliance expense that relates to such underlying cost may be incurred after December 30, 2020. Such an expense would include, for example, expenses incurred to comply with the Single Audit Act and reporting and recordkeeping requirements imposed by the Office of Inspector General. A recipient with such necessary administrative expenses, such as an ongoing audit continuing past December 30, 2020, that relates to Fund expenditures incurred during the covered period, must report to the Treasury Office of Inspector General by the quarter ending September 2021 an estimate of the amount of such necessary administrative expenses.

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of September 2, 2020¹**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).² Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

A. Eligible Expenditures

1. *Are governments required to submit proposed expenditures to Treasury for approval?*

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

2. *The Guidance says that funding can be used to meet 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. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?*

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

3. *The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?*

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

¹ On August 10, 2020, these Frequently Asked Questions were revised to add Questions A.49–52. On September 2, 2020, Questions A.53–56 were added, and Questions A.34 and A.38 were revised.

² The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

4. *May a State receiving a payment transfer funds to a local government?*

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

5. *May a unit of local government receiving a Fund payment transfer funds to another unit of government?*

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

6. *Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?*

No. For example, a county recipient is not required to transfer funds to smaller cities within the county’s borders.

7. *Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?*

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

8. *Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?*

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

9. *Are States permitted to use Fund payments to support state unemployment insurance funds generally?*

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

10. *Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?*

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

11. *The Guidance states that the Fund may support a "broad range of uses" including payroll expenses for several classes of employees whose services are "substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What are some examples of types of covered employees?*

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include 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. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

12. *In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers' compensation coverage. Is the cost of this expanded workers compensation coverage eligible?*

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

13. *If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?*

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

14. *May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?*

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

15. *May Fund payments be used for COVID-19 public health emergency recovery planning?*

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

16. *Are expenses associated with contact tracing eligible?*

Yes, expenses associated with contact tracing are eligible.

17. *To what extent may a government use Fund payments to support the operations of private hospitals?*

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

18. *May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?*

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

19. *May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?*

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

20. *Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?*

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

21. *May recipients create a “payroll support program” for public employees?*

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

22. *May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?*

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

23. *May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?*

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

24. *The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?*

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

25. *The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?*

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

26. *May Fund payments be used to assist impacted property owners with the payment of their property taxes?*

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

27. *May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?*

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

28. *Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?*

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

29. *The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?*

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

30. *The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?*

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

31. *May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?*

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

32. *Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?*

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

33. *Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?*

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

34. *May a State impose restrictions on transfers of funds to local governments?*

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions, such as restrictions on reopening that do not directly concern the use of funds, are not permissible.

35. *If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?*

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

36. *May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?*

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

37. *Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?*

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

38. *May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?*

No. Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19. Payments from the fund may only be used to cover such hazard pay.

39. *May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?*

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

40. *May recipients use Fund payments to provide loans?*

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

41. *May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?*

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

42. *May funds be used to satisfy non-federal matching requirements under the Stafford Act?*

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

43. *Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?*

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

44. *May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?*

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

45. *May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?*

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

46. *May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?*

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

47. *The guidance provides that funding may be used to meet 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. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?*

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

48. *May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?*

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

49. Are States permitted to use Coronavirus Relief Fund payments to satisfy non-federal matching requirements under the Stafford Act, including “lost wages assistance” authorized by the Presidential Memorandum on Authorizing the Other Needs Assistance Program for Major Disaster Declarations Related to Coronavirus Disease 2019 (August 8, 2020)?

Yes. As previous guidance has stated, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund’s eligibility criteria and the Stafford Act. States are fully permitted to use payments from the Fund to satisfy 100% of their cost share for lost wages assistance recently made available under the Stafford Act.

50. At what point would costs be considered to be incurred in the case of a grant made by a State, local, or tribal government to cover interest and principal amounts of a loan, such as might be provided as part of a small business assistance program in which the loan is made by a private institution?

A grant made to cover interest and principal costs of a loan, including interest and principal due after the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”), will be considered to be incurred during the covered period if (i) the full amount of the loan is advanced to the borrower within the covered period and (ii) the proceeds of the loan are used by the borrower to cover expenses incurred during the covered period. In addition, if these conditions are met, the amount of the grant will be considered to have been used during the covered period for purposes of the requirement that expenses be incurred within the covered period. Such a grant would be analogous to a loan provided by the Fund recipient itself that incorporates similar loan forgiveness provisions. As with any other assistance provided by a Fund recipient, such a grant would need to be determined by the recipient to be necessary due to the public health emergency.

51. If governments use Fund payments as described in the Guidance to establish a grant program to support businesses, would those funds be considered gross income taxable to a business receiving the grant under the Internal Revenue Code (Code)?

Please see the answer provided by the Internal Revenue Service (IRS) available at <https://www.irs.gov/newsroom/cares-act-coronavirus-relief-fund-frequently-asked-questions>.

52. If governments use Fund payments as described in the Guidance to establish a loan program to support businesses, would those funds be considered gross income taxable to a business receiving the loan under the Code?

Please see the answer provided by the IRS available at <https://www.irs.gov/newsroom/cares-act-coronavirus-relief-fund-frequently-asked-questions>.

53. May Fund recipients incur expenses associated with the safe reopening of schools?

Yes, payments from the Fund may be used to cover costs associated with providing distance learning (e.g., the cost of laptops to provide to students) or for in-person learning (e.g., the cost of acquiring personal protective equipment for students attending schools in-person or other costs associated with meeting Centers for Disease Control guidelines).

To this end, as an administrative convenience, Treasury will presume that expenses of up to \$500 per elementary and secondary school student to be eligible expenditures, such that schools do not need to document the specific use of funds up to that amount.

54. *May Fund recipients upgrade critical public health infrastructure, such as providing access to running water for individuals and families in rural and tribal areas to allow them to maintain proper hygiene and defend themselves against the virus?*

Yes, fund recipients may use payments from the Fund to upgrade public health infrastructure, such as providing individuals and families access to running water to help reduce the further spread of the virus. As required by the CARES Act, expenses associated with such upgrades must be incurred by December 30, 2020. Please see Treasury’s Guidance as updated on June 30 regarding when a cost is considered to be incurred for purposes of the requirement that expenses be incurred within the covered period.

55. *How does a government address the requirement that the allowable expenditures are not accounted for in the budget most recently approved as of March 27, 2020, once the government enters its new budget year on July 1, 2020 (for governments with June 30 fiscal year ends) or October 1, 2020 (for governments with September 30 year ends)?*

As provided in the Guidance, the “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Furthermore, the budget most recently approved as of March 27, 2020, provides the spending baseline against which expenditures should be compared for purposes of determining whether they may be covered using payments from the Fund. This spending baseline will carry forward to a subsequent budget year if a Fund recipient enters a different budget year between March 27, 2020 and December 30, 2020. The spending baseline may be carried forward without adjustment for inflation.

56. *Does the National Environmental Policy Act, 42 U.S.C. § 4321 et seq, (NEPA) apply to projects supported by payments from the Fund?*

NEPA does not apply to Treasury’s administration of the Fund. Projects supported with payments from the Fund may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

B. Questions Related to Administration of Fund Payments

1. *Do governments have to return unspent funds to Treasury?*

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

2. *What records must be kept by governments receiving payment?*

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

3. *May recipients deposit Fund payments into interest bearing accounts?*

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

4. *May governments retain assets purchased with payments from the Fund?*

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

5. *What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?*

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

6. *Are Fund payments to State, territorial, local, and tribal governments considered grants?*

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

7. *Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?*

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

8. *Are Fund payments subject to other requirements of the Uniform Guidance?*

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

9. *Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?*

Yes. The CFDA number assigned to the Fund is 21.019.

10. *If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?*

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

11. *Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?*

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

12. *If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?*

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.

