



King and Queen County
Founded 1691 in Virginia

County Administrator's Office
242 Allens Circle
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King and Queen County
Board of Supervisors Meeting

Tuesday, October 15, 2019
7:00 P.M.

King and Queen County Courts and Administration Building
General District Courtroom

AGENDA

1. Invocation and Pledge of Allegiance to the Flag of the United States
2. Approval and Signing of the August 26, 2019 and September 9, 2019 Minutes of the Board
3. Approval and Signing of the October 2019 Warrants and Appropriations
 - a) Approval of October 2019 Warrants and Appropriations
 - b) School Food Services – Request for Lump Sum Appropriation through December 2019
 - c) Schools – Retroactive Appropriation for July and August 2019 Accrued School Fund Services
4. King and Queen County Schools – Request for match – School Security Equipment Grant
5. Budget Amendment: Project Proposals – Administration Building AC
6. Public Comment Period
7. Superintendent of Schools and Social Services Reports
8. Direct Advertisement for Public Hearings:
 - a) CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless
 - b) CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
 - c) ZA19-02 – Zoning Text Amendment – Article 4, Table 4.1 –
 - d) ZA19-04 – Zoning Text amendment – Article 14, 3-316A (y&z)
 - e) County Text Amendment – Chapter 30, Article VII, License Tax regarding Business Licenses
9. VACO – Voting Credentials
10. Appointments to various Boards and Commissions
11. County Administrator's Comments
12. Board of Supervisors Comments
13. Closed Session: (If Needed)

King and Queen County Wireless Services Authority
(Immediately following the regular meeting of the Board of Supervisors)

AGENDA: Tuesday, October 15, 2019 Regular Meeting

ITEM #1:

Invocation and Pledge of Allegiance to the Flag of the United States

ACTION REQUESTED:

None required.

SUMMARY OF INFORMATION:

None

ATTACHMENTS:

None

AGENDA: Tuesday, October 15, 2019 Regular Meeting

ITEM #2:

Approval and Signing of the August 26, 2019 and September 9, 2019 Minutes of the Board

ACTION REQUESTED:

Approval and Signing of the August 26, 2019 and September 9, 2019 Minutes of the board

SUMMARY OF INFORMATION:

ATTACHMENTS:

- Copy of minutes
-

**King and Queen County
Board of Supervisors Workshop/Presentation Meeting**

Monday, August 26, 2019

7:00 P.M.

**King and Queen County Courts and Administration Building
2nd Floor Conference Room**

“Minutes of the Meeting”

Chairman Burns opened the workshop/presentation meeting with all members present.

KING AND QUEEN COUNTY SCHOOLS – MEETING REQUEST BY SCHOOL BOARD

The King and Queen County School Board had requested to hold a joint meeting with the Board of Supervisors asking what the status was of the King and Queen Elementary School Study.

County Administrator Thomas Swartzwelder provided an update on the study.

Ms. Alsop, Member of the Board of Supervisors raised ongoing concern over the school financial reporting and expenditures.

Ms. Harwood Hall, Chairman of the School Board, offered to provide the Board of Supervisors with a monthly financial report of which would be the same report that the School Board receives.

Superintendent of Schools Carol Carter offered to meet with Ms. Alsop to discuss school issues.

Chairman Burns questioned increasing programs relating to identifying and treatment of mental health issues. The schools advised that they would be in contact with Mrs. Dougherty, Director of Social Services to discuss new program that Mr. Burns was recommending.

Ms. Alsop raised the issue of the upcoming census, advising that recently at a VACO meeting, it was told that there could be a cost of \$2,000 per student that was not counted and questioned what could be done to make sure that parents get schools the information.

APPROVAL OF AUGUST 2019 RECURRING WARRANTS

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the recurring warrants, as subject to audit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
NAYS: NONE

APPROVAL OF DISPOSITION OF SOCIAL SERVICES VEHICLE – 1999 CHRYSLER CIRRUS – MILEAGE 110,904 TO THE SCHOOL BOARD

A motion was made by Mrs. Morris and seconded by Mr. Bailey to give the 1999 Chrysler Cirrus to the School Board for their use.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
NAYS: NONE

SHERIFFS DEPARTMENT – REQUEST TO RESTRUCTURE A POSITION AND ADJUST SALARY LINE ITEMS – SHERIFF CHARBONEAU

Sheriff Charboneau provided a presentation to the Board requesting to make a full-time position a part-time position, and to make a current part-time administrative position to full-time.

Sheriff Charboneau advised that there would not be any additional request for funds to make this change.

It was the consensus of the Board to approve the request as presented.

DISCUSS AND APPROVE FY2020 FUND BALANCE POLICY

County Administrator Thomas Swartzwelder and Finance Officer Tina Ammons presented the FY2020 Fund Balance Policy.

After discussion and review, a motion was made by Mr. Bailey and seconded by Ms. Alsop to accept staffs recommendation for approval

Fund Balance Recommendations FY2019-20

Beginning Balance (Per FY2018 Audit Beginning Balance)

\$25,423,238

	FY2018 Balance	FY19 Changes	FY19 Recommend for FY2020
<u>Restricted</u>			
Asset Forfeiture	\$10,242	-\$6,889	\$3,352
Court Security	\$95,626	\$6,532	\$102,158
DARE Fund	\$200	\$100	\$300
Sheriff's Auxiliary Fund	\$2,316	\$3	\$2,319
K9 Fund	-\$474	\$1,360	\$886
Electronic Summons Fund		\$9,555	\$9,555
Project Lifesaver Fund			\$1,726
CDBG Client repayment	\$96,677	\$2,848	\$99,525
School Food Services	\$67,231	-\$14,151	\$53,080
	\$271,817	-\$642	\$272,901

Committed

School Construction Projects	\$1,000,000		\$1,000,000
School Capital Fund	\$662,251	\$314,353	\$976,604
Landfill Contingency	\$2,690,524	\$175,327	\$2,865,850
Budgeted use of fund balance	\$1,530,577	\$997,155	\$2,527,732
			\$0

EDA projects (general)

Airport District			\$0
Route 360 corridor	\$250,000		\$250,000
Route 33 corridor	\$250,000		\$250,000
Broadband	\$500,000		\$500,000
Rescue Services	\$200,000	\$150,000	\$200,000

Capital Projects (County)	\$500,000		\$1,612,800
	\$7,583,351	\$1,636,834	\$10,182,985
Assigned			
Reserve for future expenditures	\$2,317,896	\$56,169	\$2,374,065
	\$2,317,896		\$2,374,065
Unassigned Fund Balance			\$12,593,287
Recommended minimum unassigned fund balance			\$3,000,000
Fund Balance available for designation			\$9,593,287

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
 NAYS: NONE

EMERGENCY SERVICES COORDINATOR REQUEST TO CHANGE VEHICLE TYPE

Emergency Services Coordinator Greg Hunter is requesting approval to purchase a F250 truck package instead of the police Exploper package.

Base Cost for the 2019 Ford Exploper Police Interceptor Utility Vehicle is \$36,346.00. The base cost for the Ford F250XL 4x4 Crew Cab is \$34,698.00.

After discussion, the Board by consensus approved Mr. Hunters Request, as long as it stayed within the Budget.

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 (a) (7) TO CONSULT WITH COUNSEL PERTAINING TO PENDING AND THREATENED LITIGATION

A motion was made by Ms. Alsop and seconded by Mr. Bailey to enter into closed session pursuant to Section 2.2-3711(A) (7) of the Code of Virginia to consult with Legal Council pending and threatened litigation.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
 NAYS: NONE

A motion was made by Mr. Bailey and seconded by Mr. Simpkins to come out of closed session with each member certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard discussed and considered in closed session.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
NAYS: NONE

BOARD OF SUPERVISORS COMMENTS

Mrs. Morris questioned why Meridian Waste had submitted a FOIA request for the landfill host agreement. County Administrator Thomas Swartzwelder advised that he did not know know, that the information has been sent to them.

Mrs. Morris also questioned the status of improvement at the health department as it was a part of the county budget.

Mr. Bailey questioned the poor quality of Rt. 14 resurfacing and expressed concern of the longevity of the resurfacing.

Ms. Alsop reiterated concern of the census.

Mr. Simpkins asked for an update on the Security Committee of which Mr. Swartzwelder provided him with a copy.

Mr. Burns questioned creating a county wide maintenance department to include the School Buildings.

IT IS ORDERED THAT THE BOARD BE ADJOURNED

A motion was made by Mr. Bailey and seconded by Ms. Alsop to adjourn.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY
NAYS: NONE

James M. Burns, Chairman

Thomas J. Swartzwelder, Clerk

**King and Queen County
Board of Supervisors Meeting**

**Monday, September 9, 2019
7:00 P.M.**

**King and Queen County Courts and Administration Building
General District Courtroom**

“Minutes of the Meeting”

INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

Chairman of the Board of Supervisors James M. Burns call the meeting to order followed by the with all members present except Mrs. Morris. Mr. Simpkins provided the invocation followed by the Pledge of Allegiance to the Flag of the United States.

APPROVAL AND SIGNING OF THE AUGUST 12, 2019 MINUTES (NO JULY WORKSHOP)

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve the August 12, 2019 minutes of the Board of Supervisors.

AYES; J. M. BURNS, J. L SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

APPROVAL AND SIGNING OF THE SEPTEMBER 2019 WARRANTS AND APPROPRIATIONS

A) COUNTY WARRANTS AND APPROPRIATIONS

B) SCHOOL FOOD SERVICES – REQUEST FOR LUMP SUM

APPROPRIATION THROUGH SEPTEMBER 2019 - \$89,841.00

COUNTY WARRANTS AND APPROPRIATIONS

A motion was made by Mr. Bailey and seconded by Mr. Simpkins to approve the September 2019 warrants and appropriations, subject to audit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

**SCHOOL FOOD SERVICES REQUEST FOR LUM SUM APPROPRIATION
THROUGH SEPTEMBER 2019 - \$89,841.00**

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve the School Food Services lump sum appropriation through September 2019 in the amount of \$89,841.00, subject to audit.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

PUBLIC COMMENT PERIOD

Chairman Burns opened the public comment period for items not on the agenda asking that those who wish to speak to come forward stating their name and to limit their comments to three (3) minutes.

After hearing no comments, the public comment period was closed.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

DEPARTMENT OF FORESTRY PRESENTATION – DENNIS GASTON

Mr. Dennis Gaston was present for the purpose of presenting a check from the Department of Forestry in the amount of \$18,820.05. Mr. Gaston advised that the amount was much smaller this year, than in the past and that the amount represents 25% of sales.

**VIRGINIA CAREER WORK BAY CONSORTIUM – PRESENTATION BY JACKIE
DAVIS**

Ms. Jacke Davis, Executive Director of the Virginia Career Work Bay Consortium was present, presenting the Board with a packet of information pertaining to the Consortium and providing a presentation on services that they provide.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

PUBLIC HEARING

**ZA19-01, ARTICLE 4, TABLE 4.1 HOME OCCUPATIONS IN RURAL RESIDENTIAL ZONING, AND
ZA19-03, ARTICLE 17, NON-CONFORMING USES – AMENDING ARTICLE 17 IN ITS ENTIRETY FOR CLARITY**

ZA19-01, ARTICLE 4, TABLE 4.1 HOME OCCUPATIONS IN RURAL RESIDENTIAL ZONING

County Administrator Thomas Swartzwelder verified proof of publication and background information on **ZA19-01, Article 4, Table 4.1** to allow for home occupations in the Rural Residential (RR) zoning districts. Advertisement was made in the Rappahannock Times and Tidewater Review on August 21st and 28th and in one issue of the Country Courier.

Chairman Burns open the floor for public comment.

After hearing no comments, the public hearing was closed.

The Board was advised that the Planning Commission is recommending approval of the Zoning Text Amendment.

A motion was made by Ms. Alsop and seconded by Mr. Bailey to accept the recommendation of the Planning Commission to approve ZA19-01-Article 4, Table 4.1 Home Occupations in Rural Residential Zoning.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

ZA19-03, ARTICLE 17, NON-CONFORMING USES – AMENDING ARTICLE 17 IN ITS ENTIRETY FOR CLARITY.

County Administrator Thomas Swartzwelder verified proof of publication of Notice in the Rappahannock Times and Tidewater Review in their August 21st and August 28th issues and in one issue of the Country Courier, and provided background information on **ZA19-03, Article 17, Non-Conforming Uses, Amending Article 17 in its entirety for clarity.**

Chairman Burns opened the public hearing. After hearing no comments, the public hearing was closed.

The Planning Commission are recommending approval of ZA19-03, however, to have both section 3-386 and section 3-387 to have the language mirrored for consistency.

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to accept recommendation of the Planning Commission to approve ZA19-03, Article 17, Non-Conforming Uses, Amending Article 17 in its entirety for clarity.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

QUARTERLY REPORTS – CONSTITUTIONAL OFFICERS, SOCIAL SERVICES, SCHOOLS, DEPARTMENT HEADS, VDOT

VDOT –

Mr. David Beale was present to provide an update on activities within VDOT providing an update on:

- **Construction Projects Completed and Underway**
- **Listing bridge projects within the next 24 months**
- **Traffic Engineer Request that have been completed**
- **Maintenance Operation Highlights that have been completed and what were upcoming**
- **Land Use highlights**

Ms. Alsop questioned Indian Neck Road Closure, Vessels Road study and commented on the disappearance of speed limit signs and that buses are now on the road.

Mr. Simpkins expressed concern that Smithfield School Road that runs into Essex, that when the right of ways are mowed they never go down that road, and it is a narrow road with trees/bushes now encroaching the road, and asked that this be put on VDOTS radar to check on.

Mr. Bailey commented on Centerville and Poroporone Roads and that there is a serious drop off, mainly due to tractor trailers running off the road on Rt. 14.

Mr. Beale advised that the best way to get concerns addressed is to call the 800 number.

SCHOOLS

Superintendent of Schools, Carol Carter was present, advising:

- **Sports have begun**
- **Friday, October 13, 2019 is Homecoming**
- **Advised that the Schools were affected with Ransomware and are installing additional preventive measures to prevent this**
- **Advised that they have 803 students enrolled with VAVA, with 772 budgeted**
- **Advised that she should have an update next month on the Security Safety Grant and the 25% local match**
- **Reported that they were able to retain staff this year, with only 7 new teachers for the entire division**

SOCIAL SERVICES

Betty Dougherty, Director of Social Services provided an update on:

- **Employment and Training Services**
- **Childcare Subsidy Program (they are currently serving 24 children in this program and have the capacity to serve at least 24 more children with their current budget**
- **Childrens' Services Act Audit (advised that it is almost completed)**
- **Update on the Yoots and Coots event with over 40 children and about the same number of volunteers**

COMMISSIONER OF THE REVENUE

Kelly Norman Lumpkin, Commissioner was present providing an update advising:

- **Her office has reviewed and assessed all personal property and business personal property for 2019 tax year**
- **Real Estate bills were submitted to the Treasurers Office on August 29, 2019 and Personal Property bills were submitted to the Treasurer on August 30th, 2019.**
- **Advised that 64 applications who qualified for credit for the Elderly and Disabled this year were received with a credit total of \$19,134.28. There were 26 Veterans who qualified for relief in the total amount of \$22,969.67.**
- **Advised that taxes are due by December 5th**
- **Advised that her office will be in the process of preparing the billing of the 2019 Business License fees during the month of October and are due by January 31, 2020.**
- **Reported that from January 1 through August 31, 2019, there have been 146 new businesses registered.**
- **Advised that in November her office will be mailing out Vehicle License Fee Exemption Applications for the Volunteer Fire Department and Rescue Squads and are due by January 31st. Applications for Exemption of Real Estate for the Elderly and Disable in January are due by April 1st.**

TREASURER

Irene Longest, Treasurer was not present, however, her report was included within the Boards packet.

COMMONWEALTHS ATTORNEY

Charles Adkins, Commonwealths Attorney was present with an update:

- **Provided an update on the case management system and that it should be installed in the next couple of months**
- **Advised that there are no plans for a legal assistant at the current time and will start advertising in November or December.**
- **Provided an update on Juvenile Domestic Relations , and General District Court dockets and that they have been fairly low**
- **Reported on the number of DUI's**

SHERIFF

John Charboneau, Sheriff was present with an update:

- **Provided a report on the 32 dogs from one residence that had been seized, and that it was one of the worse cases that he has seen**
- **Reported on the back to school officers were at the school zones and reported on the areas that vehicles are to stop – bus runners.**

CLERK OF THE CIRCUIT COURT

Vanessa Porter, Clerk of the Circuit Court was present providing an update on the following:

- **Reported that all of the marriage licenses are now scanned into their database from present back to 1858 and are accessible and ready to print at the touch of a button**
- **Advised that they are working with C. W. Warthen to scan oversized plats into their system for easier viewing and copying**
- **Reported on a program called DocuSign**
- **Advised that Mrs. Robinson has taken 4 of the 6 classes needed for her master deputy clerk's certification and is schedule to take her 5th and 6th class in October and November**

VIRGINIA COOPERATIVE EXTENSION

Christina Ruszczyk-Murry, Extension Agent provided the following report:

- **Update on 4-H Camp (new community club starting in St. Stephens Church)**
- **Working on schedule for in-school enrichment for this year**
- **Advised of workshops that were held in July and August**
- **Advised that she received the Extension Agent Scholarship for the Virginia Natural Resources Leadership Institute through UVA and was selected as one of the two agents for the Positive Youth Development in Agriculture Program and will be going to Africa in December as an educator/evaluator**
- **Provided an update on Agriculture and Natural Resources workshops and programs and advised that they would be holding a program at the Library on September 18th on how to start a small farm**

APPOINTMENTS/REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

WETLANDS BOARD – 5 YEAR TERM (ALTERNATE MEMBER TO FILL UNEXPIRED TERM OF MR. ROBERT GIBSON – TERM TO EXTIRE DECEMBER 20, 2020)

TABLED

**BAY AGING BOARD OF DIRECTORS
REAPPOINTMENT OF MR. CHARLES ADKINS**

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to reappoint Mr. Charles Adkins to the Bay Aging Board of Directors for a five (5) year term beginning October 1, 2019 and expiring September 30, 2024.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

COUNTY ADMINISTRATORS COMMENTS

County Administrator Thomas Swartzwelder had the following updates:

- Commented that the past couple of weeks have been interesting, as we have not had any air conditioning on the second floor
- Advised that bids came in today for the unit, which is about 11 years old. Cost to replace entire Unite is around \$21,226.00 and will need a budget amendment.
-

Mr. Simpkins questioned if there was a discount for the new unit, since James River provided a discount on the condensers.

BUDGET AMENDMENT – AC – ADMINISTRATION BUILDING – 2ND FLOOR

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve a budget amendment and appropriation in the amount of \$21,226.00 to replace the entire AC unit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

- Advised that we have been trying to be supportive of the schools, advising of their issues relating to hacking of the school system, and further advised that they have been using the small portion of the conference room to handle their finances.
- Reported on leaks at the Schools and that the bid is slightly higher being \$55,636 rather than \$50,000, which an additional \$5,626 is needed to complete the project.

BUDGET APPROPRIATION – SCHOOLS – ROOF LEAKS

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve an appropriation for additional **\$5,626.00** to add to the existing \$50,0000, to fix leaks. Amount is to come from the School Capital Fund.

If was also noted that Mr. Cobbsmith will manage the roof issues and bids.

Ms. Alsop questioned insurance for schools relating to the computer issues and was advised that they have coverage like the county does.

AYES; J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

- Provided an update on the Solar Project, advising that staff continues to meet with citizens and felt that the issues will be in the Boards lap in January.

BOARD OF SUPERVISORS COMMENTS

Mr. Bailey had the following comments:

- **Thanked everyone for coming out and for the reports that were provided**
- **Expressed that everyone be safe going home as there are a plenty of animals to be hit.**

Ms. Alsop had the following comments:

- **Thanked everyone for coming and asked that everyone do the transportation study through the Middle Peninsula Planning District Commission pertaining to telecommunications center on Rt. 33**

Mr. Simpkins had the following comments:

- **Thanked everyone for their reports and that they keep the Board abreast of what is going on.**
- **Advised that the Planning Commission had a light agenda for the month, and commented on the amount of work that they do**
- **Commented that it was good to hear a positive report of the teacher retention with a light turnover and that the average daily attendance was good.**
- **Advised that for the past couple of weeks his father in law has been in the hospital and that he was very impressed with the Rescue staff in how quickly they arrived and kept the family advised as to what was being done. They were very appreciative and thanked the Rescue Squad.**
- **Wished everyone a safe trip home**

Mr. Burns had the following comments:

- **Thanked everyone for their reports**
- **Expressed that he had a great time being involved in the Yoots and Coots event at Tuckers Beach.**
- **Wished everyone a safe trip home**

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 (a)(1) OF THE CODE OF VIRGINIA TO ENTER INTO CLOSED SESSION PERTAINING TO THE PERFORMANCE OF COUNTY ADMINISTRATOR'S OFFICE.

A motion was made by Mr. Bailey and seconded by Ms. Alsop to enter into Closed Session pursuant to Section 2.2-37aa (a) (1) of the Code of Virginia for the purpose of discussing the performance of employee in the County Administrator's Office.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

A motion was made by Ms. Alsop and seconded by Mr. Bailey to come out of closed session with each member certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in closed session.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

James. M. Burns, Chairman

K. Diane Gaber, CMC, Deputy Clerk

AGENDA: *Tuesday, October 15, 2019 Regular Meeting*

ITEM #3:

Approval and Signing of the October 2019 warrants and appropriations for County and Schools

ACTION REQUESTED:

Actions requested:

- (1) **Approval of the October 2019 Warrants and Appropriations**

Need a motion and a second to approve or disapprove warrants and appropriation for month of October 2019

- (2) **School Food Services – Request for Lum Sum appropriation through December 2019**

Need a motion and a second to approve or disapprove the: (\$89,841.00)

- (3) **Schools – Retroactive appropriation for July and August 2019 Accrued School Fund Revenue**

During the audit fieldwork, it was identified that the accrued revenue for July and August was not appropriated to the

school fund and has been verified that the revenue has been received and needs to be appropriated to the school division.

Need a motion and a second to approve or disapprove the July and August 2019 Accrued School Fund Revenue in the amount of \$318,938.55.

ATTACHMENTS:

See attachments

Part-time Employee Payroll Run

Payroll: Wednesday, October 16, 2019

County

Cavanaugh, Wyatt	\$1,533.00
Hunter, Greg	\$2,716.00
Miller, Ed	\$1,824.70
Dean, Elaine	\$852.00

Registrar

Nickelson, Robert W.	\$40.00
Prom, Patricia	\$1,164.00

Electoral Board

Ransone, Armistead	\$369.34
Broadus, David	\$369.34
Levere, Mary Ann	\$738.34

Sheriff's Department

Copeland-Blake, Denise	\$1,914.00
Jorgenson, Craig	\$2,227.50
Sciscante, Andrew	\$2,558.25
Shackleford, Donald	\$1,233.75
Trent, Darryl	\$608.00
Wilson, Megan	\$1,617.00

Overtime/Sheriff's Department

Andrews, Michael	\$420.00
Burr, Brian	\$240.00
Clark, Jon-Eric	\$240.00
Kline, Matthew	\$120.00
Russell, Brian	\$180.00
Shipman, Joshua	\$240.00
Simmons, James	\$120.00

Rescue Services

Barill, Kelly	\$1,611.00
Beasley, Michael	\$644.00
Bennett, Christopher	\$1,008.00
Boutchyard, Shaun	\$1,582.00
Chenault, Trevor	\$33.00
Evans, Norwood	\$672.00
Floyd, David	\$640.50
Hillesheim, Travis	\$434.00
Shahan, Philip	\$216.00

TOTAL

\$28,165.72

Fulltime Payroll - October 2019

Board of Supervisors

James Burns	\$333.33
R.F. Bailey	\$333.33
Doris Morris	\$333.33
Lawrence Simpkins	\$333.33
Sherrin Alsop	\$333.33

County Administrator

Tom Swartzwelder	\$20,471.25
Diane Gaber	Hourly

Commissioner of the Revenue

Kelly Lumpkin	\$5,366.56
Brenda Robinson	\$3,121.84
Shelby Dufour	\$2,478.01

Finance

Tina Ammons	\$4,611.78
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Treasurer

Irene Longest	\$5,986.53
Stephanie Sears	\$3,765.68
Cheryl Jessie	\$2,478.01

Registrar

Diane Klausen	\$4,104.67
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Clerk of Circuit Court

Vanessa Porter	\$6,742.47
Patricia Reed	\$3,121.84
Hattie Robinson	\$2,478.01

Commonwealth Attorney

Charles Adkins	\$11,321.42
Ann Young	\$2,772.93

Sheriff

John Charboneau	\$6,173.75
Rob Balderson	\$5,266.08
James Simmons	\$4,298.08
Ronald Hirtz	\$3,962.08
Ernie Shefflien	\$3,916.67

William Moore	\$3,224.67
Brian Russell	\$3,224.67
Mitchell Wilson	\$3,500.00
Brian Burr	\$3,224.67
Matthew Kline	\$3,224.67
Jon-Eric Clark	\$3,224.67
Micheal Andrews	\$3,125.00
Joshua Shipman	\$3,125.00
Vacant	?
Sandra Davis	\$3,437.50
Cathy Brooks	\$3,201.50
Shirley Hill	\$3,201.50
Michelle Barbee	\$2,933.75
Tammy Thompson	\$2,708.33
Crystal Gibson	\$2,504.58
Shannon Bristow	\$2,333.33
Vickie Draine	\$3,445.42

Rescue Services

David Lankford	\$4,440.23
Kevin Mounts	\$4,111.17
Josh Schrum	\$3,150.94
Robert Coggsdale	\$3,937.69
Kevin Harris	\$3,762.25
Phillip Jewell	\$3,342.78
Gary Breen	\$3,150.94
Vacant	?

Building Inspections

Mike Eutsey	\$5,071.03
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General Properties/Buildings & Grounds

Charles Thornton	\$1,982.06
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Zoning Administrator

Donna Sprouse	\$4,505.35
David McIntire	\$2,937.90

\$194,135.91

10/07/2019 FROM DATE-10/15/2019 PAGE 1
 AP375 TO DATE- 10/15/2019
 FUND # - 100 GENERAL FUND

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 000200 LIABILITIES

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DMV	LIABILITIES DMV Stop Fee Payable	DMV STOP FEES	201924300777	8/31/2019	1,700.00
				TOTAL	1,700.00 *
					1,700.00

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 011010 *** Board of Supervisors ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DAILY PRESS	*** Board of Supervisors *** Advertising	PUBLIC HEARING ADS	009421186000	8/31/2019	244.96 *
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9838829151	9/25/2019	244.96 *
ELAN CORPORATE PAYMENT SYS	Convention & Education	VACO CONF/ALSOP	09/15/2019	9/15/2019	50.69 *
BARBOUR PRINTING SERVICES	Office Supplies	BUSINESS CARDS	1699-19	9/06/2019	225.00 *
					225.00 *
					44.00 *
					564.65
				TOTAL	

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 012100 *** County Administrator ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
CHILDRESS AUTOMOTIVE	*** County Administrator *** Automotive/Motor Pool	U-JOINTS & HUB ASSY	9/9/19	9/09/2019	644.95 *
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9838829151	9/25/2019	40.01
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	147240720	9/23/2019	1.50
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/05/2019	35.18
RICOH USA, INC.	Lease of Equipment - Copier	COPIER LEASE	9027619205	9/14/2019	76.69 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	37914472001	9/18/2019	147.82 *
SHRED-IT USA, LLC	Office Supplies	SHREDDING	8128174905	9/22/2019	15.90
ELAN CORPORATE PAYMENT SYS	Office Supplies	COPY PAPER	09/15/2019	9/15/2019	50.91
ELAN CORPORATE PAYMENT SYS	Office Supplies	COPY PAPER	09/15/2019	9/15/2019	.00
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	547192	9/17/2019	53.48 *
		TOTAL			1,011.41 *

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012240 *** Independent Auditor ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MARY K. EARHART, PLLC	*** Independent Auditor *** Professional Services	YEAR END ASSISTANCE	202225	9/19/2019	2,777.48
				TOTAL	2,777.48 *
					2,777.48

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012310 *** Commissioner of Revenue ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
RESERVE ACCOUNT		POSTAGE	9/27/19	9/27/2019	300.00 *
CENTURYLINK BUSINESS	*** Commissioner of Revenue ***	LONG DISTANCE	1477240720	9/23/2019	300.00 *
ESI HOSTED SERVICES, LLC	Postal Services	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	1.59
LUMPKIN, KELLY N.	Telecommunications	REGISTRATION/COR CNF	9/24/19	9/24/2019	34.29 *
LUMPKIN, KELLY N.	Convention & Education	HOTEL/COR CONFERENCE	9/30/19	9/30/2019	35.88 *
LUMPKIN, KELLY N.	Convention & Education	NOTARY/ROBINSON	9/13/19	9/13/2019	25.00
LUMPKIN, KELLY N.	Dues & Association Membership	NOTARY OATH FEE	9/26/19	9/26/2019	138.23 *
OFFICE DEPOT	Dues & Association Membership	OFFICE SUPPLIES	37914472001	9/18/2019	163.23 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	379180259001	9/17/2019	45.00
J.D. POWER	Books and Subscriptions	APPRAISAL GUIDES	R-1-19-504173	9/23/2019	10.00 *
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	55.00 *
					47.41
					18.99
					66.40 *
					150.00 *
					150.00 *
					120.39 *
					120.39 *
					890.90
				TOTAL	

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012400 *** Finance ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
VERIZON WIRELESS	*** Finance ***	WIRELESS DEVICES	9838829151	9/25/2019		40.01
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1477240720	9/23/2019		1.47
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019		29.87
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	370581847001	8/30/2019		71.35 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	379144772001	9/18/2019		4.17
		TOTAL				20.59
						24.76 *
						96.11

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012410 *** Treasurer ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
PITNEY BOWES	*** Treasurer ***	POSTAGE METER LEASE	3309576512	8/30/2019	273.00 *
CENTURYLINK BUSINESS	Maintenance Service Contracts	LONG DISTANCE	147240720	9/23/2019	1.60
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	36.07 *
LONGEST, IRENE	Mileage - Allowances	MILEAGE	9/26/19	9/26/2019	197.20
SEARS, STEPHANIE	Mileage - Allowances	MILEAGE	9/26/19	9/26/2019	88.16
JESSIE, CHERYL L.	Mileage - Allowances	MILEAGE	9/30/19	9/30/2019	121.10 *
UNIVERSITY OF VIRGINIA	Convention & Education	TREAS COURSE/JESSIE	39906	7/30/2019	405.46 *
UNIVERSITY OF VIRGINIA	Convention & Education	TREAS COURSE/JESSIE	39907	7/30/2019	185.00
UNIVERSITY OF VIRGINIA	Convention & Education	TREAS COURSE/SEARS	40648	9/17/2019	110.00 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	372248068001	9/03/2019	84.97
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	379144772001	9/18/2019	18.14
AMAZON CAPITAL SERVICES	Office Supplies	PRINTER RIBBONS	19LX-L4MM-7NLP	8/30/2019	99.60
SHRED-IT USA, LLC	Office Supplies	SHREDDING	8128065631	8/31/2019	64.80
					267.51 *
BMS DIRECT	Tax Billing Service	REAL ESTATE BILLS	136167	9/17/2019	1,127.02
BMS DIRECT	Tax Billing Service	PERS PROP. BILLS	136168	9/17/2019	1,077.84
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	2,204.86 *
					120.39 *
				TOTAL	3,789.89

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012510 *** Information Technology ***

PAGE 8

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
CRULLER TECHNOLOGIES, INC	*** Information Technology *** Professional Services	SSL CERTIFICATE	21226	9/04/2019	160.00 *
COECO OFFICE SYSTEMS	Office Supplies/Software Upgra	INK CARTRIDGES	637844	9/25/2019	344.00
COECO OFFICE SYSTEMS	Office Supplies/Software Upgra	INK CARTRIDGE	638126	9/26/2019	81.00
AMAZON CAPITAL SERVICES	EDP Equipment	NAS RACKSTATION	13VH-MKFJ-QC9W	9/07/2019	425.00 *
					1,199.95 *
				TOTAL	1,784.95

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 012550 *** Risk Management ***

PAGE 9

VENDOR NAME

VACORP

CHARGE TO

*** Risk Management ***
Worker Compensation Insurance

DESCRIPTION

WORKERS COMP

INVOICE#

64914

INVOICE
DATE

9/25/2019

\$\$\$ PAY \$\$\$

921.00
921.00 *
921.00

TOTAL

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 013100 *** Electoral Board ***

PAGE 10

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
BEN. FRANKLIN PRINTING CO	*** Electoral Board *** Printing & Binding	ENVELOPES	41391	9/03/2019	109.12 *
COUNTRY COURIER	Advertising	ELECTION AD	13896	9/18/2019	150.00 *
				TOTAL	259.12

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 013200 *** Registrar ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	*** Registrar *** Telecommunications	LONG DISTANCE	1477240720	9/23/2019	1.47
OFFICE DEPOT	Office Supplies	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	30.73 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	370581847001	8/30/2019	32.20 *
AMAZON CAPITAL SERVICES	Office Supplies	DESK CHAIR	372248068001	9/03/2019	11.97
ELAN CORPORATE PAYMENT SYS	Office Supplies	COPY PAPER	1074-H4DW-RKYK	8/29/2019	49.99
			09/15/2019	9/15/2019	25.49
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	178.65 *
		TOTAL			78.49 *
					289.34

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 021200 *** General District Court ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	*** General District Court *** Telecommunications	LONG DISTANCE	1477240720	9/23/2019	2.29
		VOIP PHONE SYSTEM	003280 10/19	10/06/2019	33.40
RICOH USA, INC.	Lease/Rent of Equipment	COPIER LEASE	32413275	9/13/2019	35.69 *
					108.58 *
OSBORNE, J. TERRY	Court Appointed Attorney	GC1900332700	8800576	9/12/2019	120.00
OSBORNE, J. TERRY	Court Appointed Attorney	GC1900319900	8800578	9/12/2019	120.00
OSBORNE, J. TERRY	Court Appointed Attorney	GC1900304700	8857363	9/05/2019	120.00
VANFOSSEN, AMY	Court Appointed Attorney	GC1900171100	8998157	9/12/2019	120.00 *
					480.00 *
				TOTAL	624.27

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 021501 *** 9th Dist Court Service Unit ***

PAGE 13

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MIDDLE PENINSULA JUVENILE	Merrimac Center	MERRMAC CENTER	20023736	10/01/2019	6,859.00
				TOTAL	6,859.00 *
					6,859.00

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 021600 *** Clerk of Circuit Court ***

PAGE 14

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
POSTMASTER	*** Clerk of Circuit Court *** Postal Services	P.O. BOX 67 RENT	10/3/19	10/03/2019	120.00 *
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1477240720	9/23/2019	120.00 *
ELAVON	Telecommunications	CREDIT CARD FEES	M9243101566	8/31/2019	1.74
ELAVON	Telecommunications	CREDIT CARD FEES	M9243101800	8/31/2019	12.29
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	22.29
RICOH USA, INC.	Lease of Equipment - Copier	COPIER LEASE	9027619205		30.73 *
PORTER, VANESSA	Mileage	MILEAGE	9/15/19	9/14/2019	67.05 *
REED, PATRICIA	Mileage	MILEAGE	9/20/19	9/15/2019	119.46 *
ROBINSON, HATTIE	Mileage	MILEAGE	9/17/19	9/20/2019	414.12
VA COURT CLERKS ASSOC.	Convention & Education	CLERK COURSE	10/3/19	9/27/2019	59.16
PORTER, VANESSA	Convention & Education	CONF EXPENSES	9/15/19		532.44 *
ELAN CORPORATE PAYMENT SYS	Convention & Education	HOTEL/CLERK COURSE	09/15/2019	10/03/2019	250.00
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	364377602001	9/15/2019	369.10
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	370581847001	9/15/2019	475.38
BARBOUR PRINTING SERVICES	Office Supplies	ENVELOPES	1698-19	8/19/2019	1,094.48 *
				8/30/2019	39.06
				9/13/2019	22.67
					112.00
					173.73 *
				TOTAL	2,107.16

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 022100 *** Commonwealth Attorney ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ADKINS, CHARLES	*** Commonwealth Attorney *** Postal Services	POSTAGE	71	9/04/2019	55.00 *
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	Telecommunications Telecommunications	LONG DISTANCE VOIP PHONE SYSTEM	1477240720 003280 10/19	9/23/2019 10/06/2019	55.00 * 1.91 32.51 *
V.A.L.E.C.O.	Dues & Associations Membership	MEMBER DUES	10/3/19	10/03/2019	34.42 *
ELAN CORPORATE PAYMENT SYS ELAN CORPORATE PAYMENT SYS	Office Supplies Office Supplies	COPY PAPER COPY PAPER	09/15/2019 09/15/2019	9/15/2019 9/15/2019	40.00 * 40.00 * 26.74 26.74 53.48 *
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	87.12
SOFTWARE UNLIMITED CORPORA	Document Management Software	CASE MANAGEMENT SFTW 1		9/09/2019	87.12 *
TOTAL					7,934.20 *
					8,204.22

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 031200 *** Sheriff ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
KUSTOM SIGNALS, INC.	*** Sheriff ***	RPR CAMERA	566987	8/29/2019	74.50	
ATLANTIC COMMUNICATIONS	Repairs & Maintenance	REPAIR CAMERA	200833	8/27/2019	220.00	*
COUNTRY COURIER	Advertising	HELP WANTED AD	13876	9/04/2019	294.50	*
OFFICE DEPOT	Postal Services	STAMPS	364649547001	8/19/2019	195.00	*
ELAN CORPORATE PAYMENT SYS	Postal Services	STAMPS	09/15/2019	9/15/2019	60.00	
VERIZON SOUTH, INC.	Telecommunications	785 LINES	785-2043 9/19	9/28/2019	165.00	*
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9838414034	9/19/2019	225.00	*
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1477240720	9/23/2019	827.50	
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	15.39	
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	37.85	*
RICOH USA, INC.	Copier Lease	COPIER LEASE	9027619205	9/14/2019	1,134.78	
VA SHERIFFS' INSTITUTE	Convention & Education	SHERIFF CONF REGIST.	09201908260898	9/06/2019	50.22	*
BB & T BANKCARD CORP	Meals & Lodging	HOTEL/FORENSIC ACADM	09/09/2019	9/09/2019	275.00	*
BB & T BANKCARD CORP	Meals & Lodging	HOTEL/FORENSIC ACADM	09/09/2019	9/09/2019	275.00	*
VIRGINIA SHERIFFS' ASSOC.	Dues & Association Membership	MEMBER DUES	300000275	9/01/2019	545.00	*
VALEAC	Dues & Association Membership	MEMBER DUES	DUES	9/16/2019	1,293.00	
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	364639993001	8/19/2019	1,393.00	*
TAPPAHANNOCK CHEVROLET	Vehicle Maintenance & Repair	RPLC BEARING/RPR A/C	05704	9/17/2019	167.57	*
WEST POINT FORD	Vehicle Maintenance & Repair	RPLC CATALYTIC CONV.	20402	8/26/2019	1,047.89	
WEST POINT FORD	Vehicle Maintenance & Repair	INSPECTION	20406	8/27/2019	1,301.64	
WEST POINT FORD	Vehicle Maintenance & Repair	INSPECTION	20453	8/27/2019	20.00	
WEST POINT FORD	Vehicle Maintenance & Repair	INSPECTION	20453	8/27/2019	20.00	
PORT RICHMOND AUTO PARTS	Vehicle Maintenance & Repair	BRAKES & ROTORS	316377	8/26/2019	266.42	
ATLANTIC COMMUNICATIONS	Vehicle Maintenance & Repair	REPAIR DASH CAM	2000998	9/23/2019	55.00	
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	REPLACE LIGHT	10799	8/20/2019	50.47	
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	BRAKES & TIRES	10822	8/20/2019	131.00	
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	BRAKES & ROTORRS	10893	8/26/2019	55.00	
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	MOUNT & BAL TIRES	10936	9/09/2019	75.00	
WYATT'S PRO MECHANIX	Vehicle Maintenance & Repair	INSPECTION/DIAGNOSE	4481	8/28/2019	47.50	*
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL	543634	9/03/2019	3,089.92	*
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL	547389	9/17/2019	2,630.63	*
ROBERT G. ALLEY, INC.	Vehicle & Equipment Supplies	BRAKES & TIRES	10822	8/20/2019	4,837.04	*
ROBERT G. ALLEY, INC.	Vehicle & Equipment Supplies	BRAKES & ROTORRS	10893	8/26/2019	8.98	
WYATT'S PRO MECHANIX	Vehicle & Equipment Supplies	INSPECTION/DIAGNOSE	4481	8/28/2019	20.00	*
					33.97	*

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 031200 *** Sheriff ***

PAGE 17

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
KUSTOM SIGNALS, INC.	Police Supplies	4 BODY CAMS	567075	9/03/2019	3,218.00
KUSTOM SIGNALS, INC.	Police Supplies	ANTENNA	567598	9/20/2019	51.00
AMAZON CAPITAL SERVICES	Police Supplies	BATTERY STICK	1Q3G-FYQN-4PVM	8/20/2019	35.80
TREASURER OF VIRGINIA	VCIN Access	VCIN ACCESS	T427071	9/27/2019	142.19 *
				TOTAL	142.19 *
					15,699.02

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 031400 *** E911 ***

PAGE 18

VENDOR NAME

KORMAN SIGNS INC.

CHARGE TO

*** E911 ***
911 ROAD SIGNS

DESCRIPTION

911 MARKER NUMBERS

INVOICE#

334437

INVOICE
DATE

8/27/2019

\$\$\$ PAY \$\$\$

373.03
373.03 *
373.03

TOTAL

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 032300 *** Ambulance & Rescue Services ***

PAGE 19

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
VERIZON WIRELESS	Four For Life Funds	BLUETOOTH/MONITORS	9838708116	9/23/2019	56.16	56.16	*
				TOTAL	56.16	56.16	

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 032302 *** Rescue Services ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON WIRELESS	*** Rescue Services *** Telecommunications	WIRELESS DEVICES	9838829151	9/25/2019	462.14 *
AMAZON CAPITAL SERVICES	Office Supplies	BATTLEBOARD MARKERS	1JJJ-1T1X-1TC7	8/29/2019	462.14 *
WEST POINT FORD	Vehicle Maintenance	OFL/GASKET/WIPERS.	21139	10/03/2019	198.95 *
WEST POINT FORD	Vehicle Maintenance	OFL/FUEL FILTERS	21151	10/03/2019	397.21
PORT RICHMOND AUTO PARTS	Vehicle Maintenance	DEF AND HEADLIGHT	146 9/19	9/30/2019	289.61
SAFEWARE, INC.	Vehicle Maintenance	CALIBRATE MONITORS	3736239	9/13/2019	82.26
AMAZON CAPITAL SERVICES	Vehicle Maintenance	HATCHLIFT FITTINGS	1HK3-6NKY-34LF	8/30/2019	321.75
AMAZON CAPITAL SERVICES	Vehicle Maintenance	RETURN ITEM	1KVP-VDFC-1MXR	9/19/2019	17.48
NORTHWESTERN EMERGENCY	Vehicle Maintenance	CAPACITOR/BLOWER ASY	2019-0998	8/08/2019	11.49-
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	547068	9/17/2019	189.40 *
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	547192	9/17/2019	1,286.22 *
DALY COMPUTERS INC	Equipment	LAPTOP DOCK STATION	PSII1062740	7/29/2019	118.87
NNPDC	NNPDC Ambulance Billing Fee	EMS BILLING FEE	9/30/19	9/30/2019	761.84 *
				TOTAL	770.75 *
					569.28
					569.28 *
					4,049.18

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 032400 *** Radio Communications ***

PAGE 21

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
ID NETWORKS	*** Radio Communications ***	ANNUAL MAINT/CAD	275286	10/01/2019	20,516.00 *
RAPPAHANNOCK ELECTRIC	Maintenance Service Contracts	244 LAKE POND ROAD	114292001	9/14/2019	486.53
RAPPAHANNOCK ELECTRIC	Electrical Services	490 CANTERBURY ROAD	114292002	9/19/2019	379.22
RAPPAHANNOCK ELECTRIC	Electrical Services	8786 NEWTOWN ROAD	114292003	9/17/2019	412.39
QUARLES PETROLEUM, INC	Generator Fuel	PROPANE/WALKERTON	224324	9/18/2019	1,278.14 *
					141.24 *
					141.24 *
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634505	9/25/2019	312.56
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634506	9/25/2019	312.56
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634507	9/25/2019	312.56
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634508	9/25/2019	312.56
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634509	9/25/2019	354.32
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634510	9/25/2019	312.56
CARTER MACHINERY CO, INC	Maintenance Contracts - Genera	SERVICE GENERATOR	0634511	9/25/2019	312.56
SBA TOWERS, INC.	Tower Rent - Shacklefords Site	TOWER RENT	IN30492915	10/01/2019	2,229.68 *
					5,217.91
					5,217.91 *
				TOTAL	29,382.97

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 034500 *** Building Inspections ***

PAGE 22

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY
VERIZON WIRELESS	*** Building Inspections ***	WIRELESS DEVICES	9838829151	9/25/2019	60.69
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	1477240720	9/23/2019	1.47 *
RICOH USA, INC.	Lease of Equipment - Copier	COPIER LEASE	9027619205	9/14/2019	62.16 *
EUTSEY, MIKE	Convention & Education	HOTEL/VBCOA	758819A	9/21/2019	147.81 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	364377602001	8/19/2019	229.72 *
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	547192	9/17/2019	14.50 *
					76.09 *
					530.28

TOTAL

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 035100 *** Animal Control ***

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
VERIZON WIRELESS	*** Animal Control ***	WIRELESS DEVICES	9838414034	9/19/2019	60.69	
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	29.84	
WEST POINT FORD	Vehicle Maintenance	INSPECTION	20781	9/13/2019	90.53 *	
KETCH-ALL COMPANY	Animal Capture Supplies	TRAPS & CATCH POLE	52495	9/05/2019	20.00 *	
		TOTAL			664.95	*
					775.48	*

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 035500 *** Emergency Services ***

PAGE 24

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
BB & T BANKCARD CORP	*** Emergency Services *** Postage	RETURN PACKAGE	09/09/2019	9/09/2019	18.65 *
VERIZON WIRELESS	Communication Equipment	WIRELESS DEVICES	9838829151	9/25/2019	18.65 *
CENTURYLINK BUSINESS	Communication Equipment	LONG DISTANCE	1477240720	9/23/2019	60.69
ESI HOSTED SERVICES, LLC	Communication Equipment	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	1.47
HORNS MIDDLESEX ACE HARDWA	Emergency Event - General Supp	STORM PREP ITEMS	5975 9/19	9/30/2019	30.73 *
		TOTAL			193.30 *
					304.84

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 043200 *** General Properties ***

PAGE 25

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
CHURCH VIEW SEPTIC	*** General Properties ***	PUMP TANK/TAVERN	37339	8/27/2019	200.00	
SOUTH BAY COMMUNICATIONS	Repairs & Maintenance	NEW IP PHONE	31481	8/29/2019	333.75	
JAMES RIVER AIR	Repairs & Maintenance	REPAIR URINALS	S136172	9/06/2019	663.73	
JAMES RIVER AIR	Repairs & Maintenance	REPAIR UNIT #4	S136347	9/13/2019	1,900.73	
JAMES RIVER AIR	Repairs & Maintenance	RPR UNIT #4	S136600	9/13/2019	4,445.00	
JAMES RIVER AIR	Repairs & Maintenance	RPR UNIT #4	S137056	9/13/2019	311.50	
JAMES RIVER AIR	Repairs & Maintenance	OUTDOOR RECEPTACLES	S138273	9/27/2019	4,116.00	
ESQUIRE SERVICES	Repairs & Maintenance	BATHROOM FLOORS	22345	6/24/2019	450.00	
ESQUIRE SERVICES	Repairs & Maintenance	UPSTAIRS HALL FLOORS	22357	6/27/2019	1,661.00	
ESQUIRE SERVICES	Repairs & Maintenance	BATHROOM FLOORS	22461	8/01/2019	10,356.71	*
DOMINION ENERGY VIRGINIA	Electrical Services	LIGHTING ACCOUNT	2539892311	9/26/2019	69.75	
DOMINION ENERGY VIRGINIA	Electrical Services	LIBRARY	2571861216	9/20/2019	272.30	
DOMINION ENERGY VIRGINIA	Electrical Services	LIGHTING ACCOUNT	6106939421	9/26/2019	200.21	
DOMINION ENERGY VIRGINIA	Electrical Services	5-B	8305983002	9/20/2019	56.11	
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	9838829151	9/25/2019	598.37	*
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	28.28	
RUTHERFORD SUPPLY	Janitorial Supplies	CLEANING SUPPLIES	1120484	9/27/2019	36.07	*
CHARBONEAU, JOHN	MEALS - INMATES	INMATE MEALS	9/2/19	9/02/2019	189.52	*
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	1046	9/04/2019	33.90	
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	2608	9/09/2019	15.98	
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	6829	8/22/2019	15.98	
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	7195	8/23/2019	21.32	
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	8/27/19	8/27/2019	21.32	
SCOTT'S STORE	MEALS - INMATES	INMATE MEALS	8086	8/26/2019	15.98	
360 HARDWARE	Building Supplies	BUILDING SUPPLIES	11001 0 8/19	8/31/2019	145.80	*
AMAZON CAPITAL SERVICES	Building Supplies	LIGHTBULBS	1M4X-C7DR-3YTP	9/20/2019	73.54	
LAMB EXTERMINATING	Pest Control	PEST CONTROL	52534	8/31/2019	94.00	*
SOUTHERN ELEVATOR	Elevator Inspections	SERVICE ELEVATOR	10102	10/01/2019	167.54	
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	GLOVES,CLEANER,WASP	09/15/2019	9/15/2019	315.00	*
DIAMOND SPRINGS WATER, INC	Water Fountain/Circuit Court	BOTTLED WATER	515152230	8/16/2019	295.00	*
DIAMOND SPRINGS WATER, INC	Water Fountain/Circuit Court	BOTTLED WATER	909152230	9/09/2019	295.00	*
TOTAL					121.39	*
					121.39	*
					59.92	
					52.43	*
					112.35	*
					12,366.03	

10/07/2019
AF375
FUND # - 100

FROM DATE- 10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 043200 *** General Properties ***

PAGE 26

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
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10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 043300 *** Marriott School Facility ***

PAGE 27

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
LAMB EXTERMINATING	*** Marriott School Facility ***	PEST CONTROL	52534	8/31/2019	65.00
DOMINION LOCK & SECURITY	Repairs & Maintenance	TEMP RPR/LIBRARY	190520-021	8/19/2019	147.14 *
DOMINION ENERGY VIRGINIA	Electrical Service	MARRIOTT SCHOOL	4314102924	9/20/2019	51.89
DOMINION ENERGY VIRGINIA	Electrical Service	MARRIOTT SCHOOL	7823700310	9/19	165.06
				TOTAL	429.09

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 073200 *** Public Library ***

PAGE 28

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
Dominion Energy Virginia	*** Public Library *** Electrical Services	LIBRARY	2967503158	9/19	189.61
				9/20/2019	189.61 *
			TOTAL		189.61

10/07/2019
AP375
FUND # - 100

FROM DATE- 10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 081100 *** Planning Commission ***

PAGE 29

VENDOR NAME

CHARGE TO

DESCRIPTION

INVOICE#

INVOICE
DATE

\$\$ PAY \$\$

DAILY PRESS

*** Planning Commission ***
Advertising

PUBLIC HEARING ADS 009421186000

8/31/2019

172.16
172.16 *
172.16

TOTAL

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 081200 *** Economic Development ***

PAGE 30

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON WIRELESS	*** Economic Development *** Telecommunications	WIRELESS DEVICES	9838829151	9/25/2019	31.08 *
MILLER, ED	Mileage	MILEAGE	10/2/19	10/02/2019	31.08 *
MILLER, ED	Mileage	MILEAGE	9/20/19	9/20/2019	267.96
MILLER, ED	Mileage	MILEAGE	9/20/19	9/20/2019	54.52
MILLER, ED	Mileage	MILEAGE	9/20/19	9/20/2019	56.26
MILLER, ED	Convention & Education	HOTEL/GOV SUMMIT	10/2/19	10/02/2019	56.26
					435.00 *
					290.35 *
					756.43
				TOTAL	

10/07/2019
 AP375
 FUND # - 100

FROM DATE-10/15/2019
 TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN
 DEPT # - 081402 *** Zoning Administrator ***

PAGE 31

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON WIRELESS	*** Zoning Administrator ***	WIRELESS DEVICES	9838829151	9/25/2019	50.69
CENTURYLINK BUSINESS	Telecommunications	LONG DISTANCE	147240720	9/23/2019	1.47
ESI HOSTED SERVICES, LLC	Telecommunications	VOIP PHONE SYSTEM	003280 10/19	10/06/2019	31.62
RICOH USA, INC.	Lease of Equipment - Copier	COPIER LEASE	9027619205	9/14/2019	83.78 *
ELAN CORPORATE PAYMENT SYS	Convention & Education	E&S COURSE/MCINTIRE	09/15/2019	9/15/2019	147.81 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	379180258001	9/17/2019	105.00 *
ELAN CORPORATE PAYMENT SYS	Office Supplies	COPY PAPER	09/15/2019	9/15/2019	48.29
					25.49
					73.78 *
					410.37
				TOTAL	

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 083000 *** Cooperative Extension Prog. ***

PAGE 32

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	*** Cooperative Extension Prog. *** Telecommunications	LONG DISTANCE VOIP PHONE SYSTEM	1477240720 003280 10/19	9/23/2019 10/06/2019		1.47 33.40 34.87 *	
			TOTAL			34.87	

10/07/2019
AP375
FUND # - 100

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 091400 *** Contingency Fund ***

PAGE 33

VENDOR NAME -----	CHARGE TO -----	DESCRIPTION -----	INVOICE# -----	INVOICE DATE ----	\$\$ PAY \$\$ -----
MOBILE MINI, INC.	*** Contingency Fund *** Miscellaneous Contingencies	STORAGE CONTAINER	9007064272	9/20/2019	157.56 157.56 *
			TOTAL		157.56
			FUND TOTAL		97,566.58

10/07/2019
AP375
FUND # - 105

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 053100 Welfare Administration

PAGE 34

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	PAY
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	Welfare Administration Telephone Telephone	LONG DISTANCE VOIP PHONE SYSTEM	1477240720 003280 10/19	9/23/2019 10/06/2019	2.00 39.63 41.63 *
		TOTAL			41.63
		FUND TOTAL			41.63

10/07/2019 FROM DATE-10/15/2019 ACCOUNTS PAYABLE LIST PAGE 35
 AP375 TO DATE- 10/15/2019 KING & QUEEN
 FUND # - 224 Expenditures DEPT # - 031800

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
AYLETT ANIMAL HOSPITAL	Veterinarian Services	OFFICE VISIT	182970	8/26/2019	170.40
AYLETT ANIMAL HOSPITAL	Veterinarian Services	HEART WORM MEDS	182971	8/26/2019	52.00
AYLETT ANIMAL HOSPITAL	Veterinarian Services	VET/FOOT INJURY	183090	8/29/2019	88.00
		TOTAL			310.40 *
		FUND TOTAL			310.40

10/07/2019
AP375
FUND # - 231

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 064200

PAGE 36

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
CENTURYLINK BUSINESS ESI HOSTED SERVICES, LLC	*** Building Services ** Communications	LONG DISTANCE VOIP PHONE SYSTEM	1477240720 003280 10/19	9/23/2019 10/06/2019	1.67 41.41 43.08 *
		TOTAL			43.08
		FUND TOTAL			43.08

10/07/2019
AP375
FUND # - 301

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 094100

PAGE 37

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
KUSTOM SIGNALS, INC.	Sheriff's Dept. Vehicles	3 RADAR UNITS	567120	9/04/2019	6,225.00
				TOTAL	6,225.00 *
			FUND TOTAL		6,225.00

10/07/2019 FROM DATE-10/15/2019 ACCOUNTS PAYABLE LIST PAGE 38
 AP375 TO DATE- 10/15/2019 KING & QUEEN
 FUND # - 351 Expenditures DEPT # - 094100 Capital Projects

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
HUDSON AND ASSOCIATES ARCH	Capital Projects	KQES STUDY	1908.1	9/16/2019	8,074.74
	School Capital Projects				8,074.74 *
				TOTAL	8,074.74
			FUND TOTAL		8,074.74

10/07/2019
AP375
FUND # - 513

FROM DATE-10/15/2019
TO DATE- 10/15/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN
DEPT # - 043400

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
RIVERSTREET NETWORKS	Management Services	MANAGEMENT FEE	INV-1002	10/01/2019	10,000.00
				TOTAL	10,000.00 *
				FUND TOTAL	10,000.00
				TOTAL DUE	122,261.43

Approved at meeting of _____ on _____.

Signed _____ Title _____ Date _____

Accounts Payable September 2019

9/17/2019 FROM DATE- 9/13/2019 ACCOUNTS PAYABLE LIST
 AP375 TO DATE- 9/13/2019 KING & QUEEN SCHOOLS
 FUND # - 231 DEPT # - 061100 ** Classroom Instruction **

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
KA PRODUCTIONS	** Elementary KOES **	PRESENTATION	KINGQUEEN3/2020	8/29/2019	7,500.00 *
JOHN HENRY PRINTING, INC.	Purchased Services	STUDENT HANDBOOKS	19-2155	8/15/2019	7,450.00 *
COMDATA	Printing Services	AMAZON	228634SBO	8/06/2019	450.00 *
COMDATA	Materials and Supplies	AMAZON	374663SBO	8/07/2019	434.85
COMDATA	Materials and Supplies	AMAZON	436160SBO	8/07/2019	53.88
COMDATA	Materials and Supplies	AMAZON	436193SBO	8/07/2019	64.99
COMDATA	Materials and Supplies	IDVILLE	461218SBO	8/07/2019	29.95
SCHOOL OUTFITTERS	Materials and Supplies	ACCT CL138505	INVL3199215	8/07/2019	30.00
SCHOOL SPECIALTY, INC.	Materials and Supplies	HEINEMANN	208123626806	8/12/2019	315.96
COMDATA	Materials and Supplies	HEINEMANN	78727AS	8/29/2019	335.82 *
COMDATA	Materials and Supplies	HEINEMANN	78730AS	8/29/2019	1,265.45 *
WALMART COMMUNITY/RFCSLLC	Materials & Supplies	923200131454		8/20/2019	122.93
CDW GOVERNMENT	Instructional Materials	CUST 1467771	TVF3495	9/09/2019	293.60 *
COMDATA	Instructional Materials	SW ADVANTAGE	424080CC	8/13/2019	416.53 *
COMDATA	Instructional Materials	AMAZON	64847SBO	8/25/2019	208.09 *
COMDATA	Instructional Materials	AMAZON	52202SBO	8/25/2019	1,015.52
COMDATA	Instructional Materials	AMAZON	77741SBO	8/22/2019	361.24
COMDATA	Instructional Materials	AMAZON	77880SBO	8/22/2019	8.39
GALLOPADE INTERNATIONAL	Instructional Materials	CUST 10709	184106	8/01/2019	9.95
LAKESHORE LEARNING	Instructional Materials	ACCT 150849	4635750819	8/03/2019	20.00
REALLY GOOD STUFF, LLC	Instructional Materials	ACCT 0188733	7012984	8/06/2019	29.85
SCHOLASTIC, INC.	Instructional Materials	ACCT 23110001	M6719997 6	8/06/2019	251.83
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123840870	7/24/2019	133.78
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 402374565	308103413084	9/03/2019	1,649.91
TEACHER DIRECT	Instructional Materials	CUST 001274	2019/31609/84	8/28/2019	130.12
JONES SCHOOL SUPPLY CO.	Instructional Materials	TELLURIDE	1712397	8/21/2019	497.97
SCHOOL DATEBOOKS, INC.	Instructional Materials	ENGAGE	S19-0162566	8/16/2019	15.00
SCHOOL DATEBOOKS, INC.	Instructional Materials	CUST 22340	S19-0162567	7/31/2019	228.55
UNIVERSAL PUBLISHING	Instructional Materials	CUST 22340	77897	7/31/2019	329.07
NCS PEARSON	Instructional Materials	CUST 3905634	5449895	8/02/2019	326.70
AMERICAN READING COMPANY	Instructional Materials	CUST 00-KIN56	0000126255	8/29/2019	262.35 *
ALLIED INSTRUCTIONAL	Purchased Services	VISION/HEARING	DB085166	8/31/2019	9,038.34 *
COMDATA	Materials	AUTISM EXERCISE	165151AS	7/10/2019	4,320.00
COMDATA	Materials	COUNTRY INN & SUITES	552247AS	8/07/2019	4,635.63 *
COMDATA	Materials	COUNTRY INN & SUITES	552247AS	8/31/2019	260.00 *
				8/12/2019	175.00
				8/17/2019	52.96
				8/17/2019	280.93 *

9/17/2019
 AF375
 FUND # - 231

FROM DATE- 9/13/2019
 TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN SCHOOLS
 DEPT # - 061100 ** Classroom Instruction **

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
COMDATA		AMAZON	123753SBO	8/05/2019	83.93 *
LAKESHORE LEARNING SCHOOL SPECIALTY, INC.		CUST 150849	1192730819 208123816281	8/29/2019 8/29/2019	1,490.75 536.45 *
KA PRODUCTIONS	** Elementary LMES **	PRESENTATION	KINGQUEENS/2020	8/29/2019	7,500.00 *
LAVERA HAMILTON	Purchased Services - Title I P	REIMBURSEMENT	LHAM-81519	8/15/2019	7,500.00 *
JOHN HENRY PRINTING, INC.	Contracted Services/Title IIA	STUDENT HANDBOOKS	19-2155	8/15/2019	500.00 *
SCHOOL SPECIALTY, INC.	Printing Services		208123708389	8/19/2019	450.00 *
COMDATA	Materials and Supplies	HEINEMANN	78727AS	8/29/2019	9.68 *
SCHOOL SPECIALTY, INC.	Materials and Supplies	HEINEMANN	78730AS	8/29/2019	122.92
COMDATA	Materials and Supplies		208123145682	7/08/2019	293.60
COMDATA	Materials and Supplies				483.56 *
COMDATA	Instructional Materials	BULK BOOKSTORE	216295SBO	8/06/2019	262.20
COMDATA	Instructional Materials	TEACHER-PAY-TEACHER	221656SBO	8/21/2019	139.99
COMDATA	Instructional Materials	SW ADVANTAGE	424080CC	8/13/2019	361.25
LAKESHORE LEARNING	Instructional Materials	CUST 150849	5154180819	8/15/2019	967.28
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123380003	7/25/2019	74.10
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123393186	7/26/2019	97.66
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123393670	7/26/2019	60.84
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123396725	7/26/2019	79.48
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123396733	7/26/2019	75.82
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123396780	8/27/2019	43.44
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123396780	8/27/2019	603.99
ORIENTAL TRADING	Instructional Materials	533522	308103408231	8/26/2019	25.77
BSN SPORTS	Instructional Materials	CUST 184501	697387730-01 905703434	7/31/2019 8/31/2019	319.99 *
AMERICAN READING COMPANY	Instructional Materials	CUST 00-LAW09	0000126237	8/07/2019	4,320.00
ACADEMIC THERAPY PUBLICATI	Instructional Materials		253785	7/17/2019	108.90 *
COMDATA		AUTISM EXERCISE	165151AS	8/12/2019	4,428.90 *
COMDATA		AMAZON	123753SBO	8/05/2019	175.00 *
LAKESHORE LEARNING		ACCT 150849	4646750819	8/01/2019	95.92 *
SCHOOL SPECIALTY, INC.	Instructional Materials		208123396805	7/26/2019	272.49 *
SCHOOL SPECIALTY, INC.	Instructional Materials		308103389049	8/15/2019	76.13
JOHN HENRY PRINTING, INC.	** Secondary CHS **	STUDENT HANDBOOKS	19-2155	8/15/2019	108.44 *
	Printing Services				184.57 *
					450.00 *
					450.00 *

9/17/2019
 AP375
 FUND # - 231

FROM DATE- 9/13/2019
 TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN SCHOOLS
 DEPT # - 061100 ** Classroom Instruction **

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
OFFICE DEPOT	Materials and Supplies	ACCT 37375211	347511975001	7/24/2019	237.98
OFFICE DEPOT	Materials and Supplies		347515672001	7/24/2019	77.67
COMDATA	MATERIALS AND SUPPLIES	AMAZON	318667SBO	7/31/2019	315.65 *
KAJEET, INC.	MATERIALS AND SUPPLIES	ORDER 201808-5656	INV8480	8/29/2019	358.08
COMDATA	Textbooks	AMAZON	78595SBO	8/29/2019	2,884.38 *
COMDATA	Instructional Materials	ABE BOOKS	Z92295708SBO	8/17/2019	3,242.46 *
COMDATA	Instructional Materials	ABE BOOKS	229196SBO	8/15/2019	199.88 *
COMDATA	Instructional Materials	ABE BOOKS	229197SBO	8/15/2019	6.30-
COMDATA	Instructional Materials	ABE BOOKS	229198SBO	8/15/2019	3.79
COMDATA	Instructional Materials	ABE BOOKS	229199SBO	8/15/2019	3.79
COMDATA	Instructional Materials	ABE BOOKS	229200SBO	8/15/2019	6.30
COMDATA	Instructional Materials	ABE BOOKS	229201SBO	8/15/2019	4.20
COMDATA	Instructional Materials	ABE BOOKS	229202SBO	8/15/2019	8.40
COMDATA	Instructional Materials	ABE BOOKS	229204SBO	8/15/2019	8.40
COMDATA	Instructional Materials	ABE BOOKS	229206SBO	8/15/2019	8.40
COMDATA	Instructional Materials	ABE BOOKS	229209SBO	8/15/2019	6.25
COMDATA	Instructional Materials	ABE BOOKS	459233SBO	8/15/2019	8.40
HAIR FASHIONS SALON AND	Purchased Services - ISAEF	COSMETOLOGY CLASS	025	8/30/2019	59.43 *
STRIVVEN MEDIA, LLC	VIRTUAL JOB SHADOW	VIRTUAL JOB SHADOW	KQCPS2019	8/30/2019	2,512.50 *
VICTORIA HOUFF	REIMBURSEMENT	REIMBURSEMENT	VHOU-91119	9/12/2019	1,145.00 *
MARIANNA INDUSTRIES	Instructional Materials	ACCT 48771	001-011007-19	8/26/2019	14.00 *
VIRGINIA HIGH SCHOOL	Member Dues	CLASS 1, REGION A	VHSL-KQPS 2020	9/01/2019	419.26 *
SCHOOL SPECIALTY, INC.	Instructional Materials	CUST 446531	208123396838	7/26/2019	419.26 *
SCENARIO LEARNING, LLC	Purchased Services	CUST 4100001TGIUMAAR	INV0000009496	TOTAL	1,795.75 *
COMDATA	Materials & Supplies	WALMART	344821AS	9/10/2019	54.89 *
COMDATA	Materials and Supplies	JAVA JACKS CAFE	204327AS	8/12/2019	54.89 *
COMDATA	Materials and Supplies	SUBWAY	35080AK	8/13/2019	437.00 *
SCENARIO LEARNING, LLC	Purchased Services	CUST 4100001TGIUMAAR	INV0000009496	9/10/2019	17.33 *
					17.33 *
					43.40
					63.15
					106.55 *
					437.00 *
					437.00 *

9/17/2019
 AP375
 FUND # - 231

FROM DATE- 9/13/2019
 TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
 KING & QUEEN SCHOOLS
 DEPT # - 061310

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$	PAY \$\$\$
COMDATA	Materials & Supplies	WALMART	344821AS	8/12/2019	17.33	17.33 *
COMDATA	Materials and Supplies	JAVA JACKS CAFE	204327AS	8/13/2019	43.40	43.40
COMDATA	Materials and Supplies	SUBWAY	35080AK	8/29/2019	63.15	63.15 *
					106.55	106.55 *
SCENARIO LEARNING, LLC	Purchased Services	CUST 4100001TGIUMMAR	INV0000009496	9/10/2019	437.00	437.00 *
BETTER LESSON, INC.	Materials and Supplies	COACHING	1719	9/15/2019	437.00	437.00 *
COMDATA	Materials & Supplies	WALMART	344821AS	8/12/2019	11,700.00	11,700.00 *
COMDATA	Materials and Supplies	JAVA JACKS CAFE	204327AS	8/13/2019	17.34	17.34 *
COMDATA	Materials and Supplies	SUBWAY	35080AK	8/29/2019	43.40	43.40
					63.15	63.15 *
					106.55	106.55 *
		TOTAL			13,382.65	13,382.65
DEPT # - 061410						
ROBINSON, FARMER, COX	Support/Student Attend Softwar	AUDIT SERVICES	AUDIT-6302019	8/19/2019	1,525.00	1,525.00 *
ROBINSON, FARMER, COX	Support/Student Attend Softwar	AUDIT SERVICES	AUDIT-6302019	8/19/2019	1,525.00	1,525.00 *
GEORGETTE WARE	Travel	REIMBURSEMENT	GWAR-91319	9/13/2019	24.05	24.05 *
BARBOUR PRINTING	Materials and Supplies	#10 REG ENVELOPES	1428-19	8/21/2019	108.00	108.00
COMDATA	Materials and Supplies	WALMART	465734SBO	8/08/2019	89.43	89.43 *
					197.43	197.43 *
ROBINSON, FARMER, COX	Support/Student Attend Softwar	AUDIT SERVICES	AUDIT-6302019	8/19/2019	1,525.00	1,525.00 *
COMDATA	Materials and Supplies	AMAZON	183849SBO	8/15/2019	60.44	60.44
SMART SIGN	Materials and Supplies	PARKING PERMITS	MPP-143262	8/15/2019	108.25	108.25
ACTION T-SHIRTS	Materials and Supplies	IS FOR LEARNERS	672	8/08/2019	254.00	254.00
					422.69	422.69 *
		TOTAL			5,219.17	5,219.17
DEPT # - 062110						
** Board Services **						
COMDATA	Miscellaneous	FOOD LION	335499AK	8/26/2019	12.63	12.63
COMDATA	Miscellaneous	SCOTT'S STORE	435384AK	8/19/2019	22.23	22.23
ANNE KENNEDY	Miscellaneous	REIMBURSEMENT	AKEN-82019	8/20/2019	9.52	9.52 *
COMDATA	Materials and Supplies	AMAZON	173833SBO	8/02/2019	44.38	44.38 *
					8.91	8.91

9/17/2019
AP375
FUND # - 231

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 062110

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
COMDATA	Materials and Supplies	AMAZON	507031SBO	8/02/2019	5.23
		DEPT # - 062120		TOTAL	14.14 *
					58.52
COMDATA	** Executive Administration **	AMAZON PRIME	76840SBO	8/15/2019	12.99
DIAMOND SPRINGS	Purchased Services	ACCT 15250600	3266160	8/09/2019	19.00
DIAMOND SPRINGS	Purchased Services		610149210	7/23/2019	14.50
DIAMOND SPRINGS	Purchased Services		712152225	7/15/2019	29.00
SHRED-IT USA	Purchased Services	CUST 13650767	8127960227	8/22/2019	99.66 *
MCGUIREWOODS LLP	Legal Services	LEGAL FEES	92263092	8/13/2019	175.15 *
VACORP	Legal Services	048B2018238995	KOCPS082019	8/19/2019	471.60
JANELLA TEMPLE	Legal Services	REIMBURSEMENT	JTEM-71519	9/10/2019	24,716.90
COMDATA	Travel	CHICK-FIL-A	250712CC	8/28/2019	25,576.24 *
REGION VIII SUPT STUDY GRO	Travel	REGISTRATION CARTER	125	8/27/2019	16.85
COMDATA	Miscellaneous	VINNY'S	134460CC	8/05/2019	191.85 *
COMDATA	Miscellaneous	ALBARO PIZZERIA	217658SBO	8/21/2019	197.75
COMDATA	Miscellaneous	PANERA BREAD	232633AK	8/23/2019	153.18
COMDATA	Miscellaneous	FASMAI	267079SBO	8/23/2019	128.92
COMDATA	Miscellaneous	WALMART	320816AK	8/23/2019	273.25
COMDATA	Miscellaneous	WALMART	320829SBO	8/19/2019	75.11
COMDATA	Miscellaneous	AMAZON	383563SBO	8/14/2019	68.88
COMDATA	Miscellaneous	FOOD LION	451043AK	8/21/2019	42.97
COMDATA	Miscellaneous	WALMART	454110CC	8/06/2019	60.65
COMDATA	Miscellaneous	ALMOST THERE	475934CC	8/21/2019	24.69
COMDATA	Miscellaneous	NN BURGER	479875CC	8/13/2019	37.58
COMDATA	Miscellaneous	BRADLEY MART	658649CC	8/21/2019	10.90
COMDATA	Miscellaneous	AMAZON	73018SBO	8/14/2019	56.93 *
COMDATA	Materials and Supplies	ADOBE SYSTEMS	130349SBO	8/14/2019	1,199.19 *
COMDATA	Materials and Supplies	EDUCATION WEEK	332503CC	8/29/2019	14.99
4IMPRINT	Materials and Supplies	ACCT 2881944	CR 561112	8/22/2019	39.00
4IMPRINT	Materials and Supplies		7609460	8/15/2019	37.98-
		DEPT # - 062140		TOTAL	451.82 *
					467.83 *
					27,610.26
VIRGINIA STATE POLICE	** Human Resources **	FRINGERPRINT SEARCH	A1500-082019	9/01/2019	216.00
VA DEPT. OF SOCIAL SRVCS.	Purchased Services	CENTRAL REGISTRY	B11197-AUG2019	9/10/2019	80.00
ADMIN PARTNERS, LLC	Purchased Services	AD001032	22514	8/31/2019	44.00
		DEPT # - 062140		TOTAL	340.00 *
					340.00

9/17/2019
AP375
FUND # - 231

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 062140

VENDOR NAME

CHARGE TO

DESCRIPTION

INVOICE#

INVOICE
DATE

\$\$\$ PAY \$\$\$

VASBO	** Fiscal Services **	DEPT # - 062160	REGISTRATION HUNDLEY 683	208123708389	8/26/2019	90.00 *
SCHOOL SPECIALTY, INC.	Travel				8/19/2019	16.57 *
	Materials and Supplies				TOTAL	106.57
TPMG WEST POINT	** Health **	DEPT # - 062220	ACCT 38704		9/04/2019	20.00
MIDDLESEX HEALTH DEPT.	Purchased Services		ORG ID 133264838		7/25/2019	16.01
MIDDLESEX HEALTH DEPT.	Purchased Services				7/25/2019	16.01
MIDDLESEX HEALTH DEPT.	Purchased Services				7/11/2019	16.01
MIDDLESEX HEALTH DEPT.	Purchased Services				8/06/2019	16.01 *
					TOTAL	84.04 *
TPMG WEST POINT	** Vehicle Operation **	DEPT # - 063200	ACCT 38704		9/04/2019	1,170.00 *
COUNTRY COURIER	Bus Drivers - Physicals			10570	8/21/2019	625.00 *
COMDATA	Advertising		ISSUE 2019-08-21	13830		625.00 *
	Miscellaneous		DMV WEST POINT	439988AK	8/30/2019	10.00 *
					TOTAL	1,805.00
AYLETT TIRE	** Vehicle Maintenance **	DEPT # - 063400	INSPECTION		8/12/2019	51.00
AYLETT TIRE	Purchased Services		ALIGNMENT	0136026	8/16/2019	73.66
AYLETT TIRE	Purchased Services		INSPECTION	0136050	8/13/2019	51.00
AYLETT TIRE	Purchased Services		INSPECTION	0136051	8/16/2019	51.00
AYLETT TIRE	Purchased Services		INSPECTION	0136074	8/20/2019	51.00
AYLETT TIRE	Purchased Services		ALIGN & INSPECT	0136121	8/27/2019	104.19
AYLETT TIRE	Purchased Services		INSTALL & INSPECT	0136182	8/23/2019	91.00
COMDATA	Purchased Services		IDENTIFIX	135213580	8/12/2019	159.00
WESTERN BRANCH DIESEL, INC	Purchased Services		ACCT 10946 (BUS 12)	R105001855:01	8/13/2019	2,260.85 *
JAMES RIVER SOLUTIONS	Vehicle/Equipment Fuel				8/19/2019	2,892.70 *
JAMES RIVER SOLUTIONS	Vehicle/Equipment Fuel			CL34112	8/26/2019	87.62
JAMES RIVER SOLUTIONS	Vehicle/Equipment Fuel			CL34351	8/31/2019	71.36
				CL34629		135.94

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 063400

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

9/17/2019
AP375
FUND # - 231

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
JAMES RIVER SOLUTIONS		Vehicle/Equipment Fuel	CL34882	9/09/2019	534.59
JAMES RIVER SOLUTIONS		Vehicle/Equipment Fuel	S416798-IN	8/20/2019	1,314.17
JAMES RIVER SOLUTIONS		Vehicle/Equipment Fuel	S420192-IN	9/05/2019	806.61
JAMES RIVER SOLUTIONS		Vehicle/Equipment Fuel	S420415-IN	9/05/2019	2,525.22
JAMES RIVER SOLUTIONS		Vehicle/Equipment Fuel			5,475.51 *
AYLETT TIRE		TIRES	0136149	8/20/2019	500.95
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	358832	8/20/2019	11.56
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	358969	8/22/2019	31.36
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	52299	8/19/2019	70.38
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5230R	8/19/2019	79.88
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5232RX1	8/19/2019	257.12
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5233R	8/20/2019	12.44
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5249R	8/21/2019	117.76
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5250R	8/20/2019	102.89
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5250RX1	8/20/2019	74.82
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5252R	9/05/2019	393.50
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5252RX1	8/20/2019	21.06
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5252RX2	8/21/2019	76.68
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5288R	8/22/2019	216.00
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5289R	8/22/2019	84.87
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5290R	8/22/2019	98.64
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5291R	8/22/2019	86.90
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5292R	8/22/2019	57.03
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5330R	8/22/2019	25.67
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5401R	8/26/2019	89.01
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5430R	8/29/2019	188.14
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5452R	9/04/2019	45.71
SONNY MERRYMAN, INC.		Vehicle and Powered Equipment	5890RX1	9/05/2019	56.02
GRAINGER		Vehicle and Powered Equipment	9291590892	8/26/2019	11.74
KINGMOR SUPPLY, INC.		Vehicle and Powered Equipment	824597	9/13/2019	344.67
WESTERN BRANCH, DIESEL, INC		Vehicle and Powered Equipment	824630	8/20/2019	128.30
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	R105001855:01	8/27/2019	29.41
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	ACCT 10319	8/13/2019	2,072.82
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	ACCT 10946 (BUS 12)	8/01/2019	6.93
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	ACCT 144	8/01/2019	23.04
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	313988	8/06/2019	172.40
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	314432	8/06/2019	6.60
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	314465	8/19/2019	89.42
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	315583	8/19/2019	15.29
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	315664	8/20/2019	11.54
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	315702	8/20/2019	201.12
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	315729	8/22/2019	282.12
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	315968	8/27/2019	71.63
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	316515	8/28/2019	105.33
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	316600	8/28/2019	73.86
PORT RICHMOND AUTO PARTS		Vehicle and Powered Equipment	316641	8/28/2019	479.80
MCCARTHY TIRE SERVICE		Vehicle and Powered Equipment	56-127	8/22/2019	

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 063400

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

9/17/2019
AP375
FUND # - 231

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
MCCARTHY TIRE SERVICE		Vehicle and Powered Equipment	56-318	8/28/2019	736.58
MCCARTHY TIRE SERVICE		Vehicle and Powered Equipment	56-340	8/29/2019	1,145.74
MCCARTHY TIRE SERVICE		Vehicle and Powered Equipment	56-755	9/12/2019	734.58
UNITED LABORATORIES	CUST 335041		INV260503	7/10/2019	203.14
					9,832.59 *
				TOTAL	18,200.80

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
UNIFIRST CORPORATION		Building Services **	288 1898484	8/13/2019	172.87
UNIFIRST CORPORATION	CUST 342028	Purchased Services	288 1899815	8/16/2019	79.56
UNIFIRST CORPORATION	ACCT 342026	Purchased Services	288 1900580	8/20/2019	172.87
UNIFIRST CORPORATION		Purchased Services	288 1901909	8/23/2019	79.56
UNIFIRST CORPORATION		Purchased Services	288 1902691	8/27/2019	172.87
UNIFIRST CORPORATION		Purchased Services	288 1904021	8/30/2019	79.56
UNIFIRST CORPORATION		Purchased Services	288 1906115	9/06/2019	79.56
UNIFIRST CORPORATION		Purchased Services	288 1908214	9/13/2019	79.56
JAMES RIVER AIR	ACCT 190786	ACCT 190786	S135243	8/30/2019	540.00
WATER PRO INC.		WATER TESTING CHS	1050503	8/30/2019	375.00
WATER PRO INC.		WATER TESTING KOES	1050505	8/30/2019	174.50
WATER PRO INC.		WATER TESTING LMES	1050506	8/30/2019	174.50
P. E. KELLEY		CRANE	5617	8/14/2019	406.25
STANLEY PEST CONTROL, INC.		PEST TREATMENT CHS	9989768-477-1	9/04/2019	225.00
STANLEY PEST CONTROL, INC.		PEST TREATMENT KOES	9989768-478-1	9/04/2019	185.00
STANLEY PEST CONTROL, INC.		PEST TREATMENT LMES	9989768-479-1	9/04/2019	185.00
DAVID EMMERLING	EST 1948	EST 1948	1944A	9/07/2019	2,800.00
VSC FIRE & SECURITY, INC.	EST 1944	EST 1944	1944B	9/07/2019	2,100.00
VSC FIRE & SECURITY, INC.	CUST 01022K0025	CUST 01022K0025	05-000133461	8/22/2019	1,025.60
	CUST 01022K0025		05-000135428	8/29/2019	9,272.26 *
DOMINION ENERGY VIRGINIA		Utilities	1866310004AU19	8/29/2019	7,562.63
DOMINION ENERGY VIRGINIA		Utilities	2867245454AU19	9/06/2019	15.95
DOMINION ENERGY VIRGINIA		Utilities	3045950007AU19	8/22/2019	2,574.82
DOMINION ENERGY VIRGINIA		Utilities	3564070005AU19	8/29/2019	56.00
DOMINION ENERGY VIRGINIA		Utilities	3584020006AU19	8/29/2019	322.70
DOMINION ENERGY VIRGINIA		Utilities	4094420009AU19	8/29/2019	1,487.61
DOMINION ENERGY VIRGINIA		Utilities	4104395001AU19	8/29/2019	1,475.87
DOMINION ENERGY VIRGINIA		Utilities	5123687104AU19	9/04/2019	15.60
DOMINION ENERGY VIRGINIA		Utilities	5784087503AU19	8/29/2019	417.53
DOMINION ENERGY VIRGINIA		Utilities	6078619084AU19	8/27/2019	21.07
DOMINION ENERGY VIRGINIA		Utilities	7274330005AU19	9/05/2019	74.93
DOMINION ENERGY VIRGINIA		Utilities	7724042507AU19	8/29/2019	56.87
DOMINION ENERGY VIRGINIA		Utilities	7784222505AU19	8/29/2019	312.46
DOMINION ENERGY VIRGINIA		Utilities	8564282500AU19	9/05/2019	34.65
DOMINION ENERGY VIRGINIA		Utilities	8674247500AU19	9/05/2019	50.62
					13,479.31 *

9/17/2019
AF375
FUND # - 231

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 064200

\$\$\$ PAY \$\$\$

INVOICE DATE

INVOICE#

DESCRIPTION

CHARGE TO

VENDOR NAME

INVOICE#	DESCRIPTION	CHARGE TO	VENDOR NAME	INVOICE DATE	\$\$\$ PAY \$\$\$
478602SBO	USPS	Communications	COMDATA	8/05/2019	7.85
607872AK	USPS	Communications	COMDATA	8/06/2019	11.35
646613SBO	UPS	Communications	COMDATA	8/22/2019	28.76
130878491AU19	LMES	Communications	VERIZON	8/22/2019	330.89
130901061AU19	CHS	Communications	VERIZON	8/13/2019	80.05
130901143AU19	KQES	Communications	VERIZON	8/04/2019	331.35
130901143SE19	KQES	Communications	VERIZON	9/04/2019	98.41
130901152SE19	GARAGE	Communications	VERIZON	9/01/2019	517.02
130901179AU19	CHS	Communications	VERIZON	8/01/2019	515.15
130901179SE19	CHS	Communications	VERIZON	9/01/2019	21.11
131074009AU19	CHS	Communications	VERIZON	9/01/2019	21.11
131094655AU19	KQES	Communications	VERIZON	9/01/2019	582.09
9837686523	ACCT 305236197-00001	Communications	VERIZON WIRELESS	9/09/2019	316.00
20086047-SEP19	DEPOSIT FOR POSTAGE	Communications	PITNEY BOWES	9/01/2019	54.35
66911207	BILL ID Y2777064	Communications	VERIZON BUSINESS	8/10/2019	65.13
749373943	BILL TO Y2777064	Communications	VERIZON BUSINESS	9/10/2019	3,311.97 *
506-99-60169328	CUST 51290	Misc	RED WING BUSINESS	9/06/2019	189.99
506-99-60169360		Misc	RED WING BUSINESS	9/06/2019	225.00
					414.99 *
					1.19-
92172359	PIZZA HUT	Materials and Supplies	COMDATA	8/05/2019	105.00-
Z92221680	PIZZA HUT	Materials and Supplies	COMDATA	8/21/2019	19.98
Z92330964SBO	AMAZON	Materials and Supplies	COMDATA	8/01/2019	2,431.94
119344AK	HARDEES	Materials and Supplies	COMDATA	8/26/2019	24.00
136013SBO	AMERICAN FLOOR MATS	Materials and Supplies	COMDATA	8/06/2019	29.74
159122AK	PIZZA HUT	Materials and Supplies	COMDATA	7/31/2019	67.33
163927AK	PIZZA HUT	Materials and Supplies	COMDATA	8/27/2019	28.45
180383SBO	AMAZON	Materials and Supplies	COMDATA	8/05/2019	28.45
37038AK	SUBWAY	Materials and Supplies	COMDATA	7/30/2019	89.48
37400AK	SUBWAY	Materials and Supplies	COMDATA	8/19/2019	205.02
426652DC	NORTHERN TOOL	Materials and Supplies	COMDATA	8/01/2019	133.66
74421SBO	AMAZON	Materials and Supplies	COMDATA	8/29/2019	158.80
78067SBO	AMAZON	Materials and Supplies	COMDATA	8/24/2019	37.51
901395		Materials and Supplies	LOWE'S	8/05/2019	18.99
901524		Materials and Supplies	LOWE'S	8/23/2019	723.15
901723		Materials and Supplies	LOWE'S	8/19/2019	24.21
902165		Materials and Supplies	LOWE'S	8/21/2019	40.32
902618-1		Materials and Supplies	LOWE'S	8/26/2019	10.44
902622		Materials and Supplies	LOWE'S	8/19/2019	33.48
907722		Materials and Supplies	LOWE'S	8/19/2019	6,985.00
914099		Materials and Supplies	LOWE'S	8/19/2019	483.00
914748		Materials and Supplies	LOWE'S	9/05/2019	148.94
11582070-00	LAWSON RTU15	Materials and Supplies	VIRGINIA AIR DISTRIBUTORS	8/21/2019	148.94
CUST 5945	CUST 5945	Materials and Supplies	VIRGINIA AIR DISTRIBUTORS	8/21/2019	148.94
11584780-00		Materials and Supplies	GRAINGER	8/21/2019	148.94
9269356193		Materials and Supplies	GRAINGER	8/21/2019	148.94
9269672029		Materials and Supplies	GRAINGER	8/21/2019	148.94
9270167795	ACCT 830706156	Materials and Supplies	GRAINGER	8/21/2019	148.94

9/17/2019
AP375
FUND # - 231

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 064200

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
WEST POINT ACE HARDWARE	Materials and Supplies	CUST 5981	22050/2	9/04/2019	28.54
WEST POINT ACE HARDWARE	Materials and Supplies		22069/2	9/05/2019	230.70
WEST POINT ACE HARDWARE	Materials and Supplies		22099/2	9/09/2019	62.72
WEST POINT ACE HARDWARE	Materials and Supplies		22192/2	9/13/2019	28.77
S. FREEDMAN & SONS, INC.	Materials and Supplies	CUST 966507	3629087	8/26/2019	5,429.21 *
				TOTAL	17,773.22 *
					44,251.75
CARNELL HENCE	** Grounds Services **	DEPT # - 064300			
	Purchased Services	LAWN CARE	HENCE-SEP19	8/01/2019	1,300.00
COMDATA	Materials and Supplies	TRACTOR SUPPLY	643928DC	7/31/2019	1,300.00 *
LOWE'S	Materials and Supplies		914748	8/14/2019	160.81
				TOTAL	960.71 *
					2,260.71
COMDATA	Repairs & Maintenance	DEPT # - 068100 Technology			
		AMAZON	72472SBO	7/31/2019	44.45
RICOH USA, INC.		ACCT 1249045	102639501	9/10/2019	44.45 *
					2,555.44 *
COMDATA	Technology Supplies	RICOH	Z92413402SBO	8/29/2019	89.04-
COMDATA	Technology Supplies	AMAZON	332179SBO	8/29/2019	99.49
COMDATA	Technology Supplies	RICOH	379732SBO	8/22/2019	89.04
TECHNOLOGY INTEGRATION GRO	Technology Supplies	CUST 56535	5320168	9/02/2019	1,746.00 *
					1,845.49
COMDATA	Software/Online Content (Non VP	ADOBE SYSTEMS	130349SBO	8/14/2019	14.99
LEARNING A-Z	Software/Online Content (Non VP	CUST 1603761	2159522	9/13/2019	2,998.50
DATA BUSINESS SYSTEMS	Software/Online Content (Non VP	MY SCHOOL APPS	421112	8/23/2019	1,895.00 *
				TOTAL	4,908.49 *
					9,353.87
				FUND TOTAL	176,676.71

9/17/2019
AP375
FUND # - 232

FROM DATE- 9/13/2019
TO DATE- 9/13/2019

ACCOUNTS PAYABLE LIST
KING & QUEEN SCHOOLS
DEPT # - 065100 School Food

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
DENA CARLTON JENNIFER JARABEK		REIMBURSEMENT REIMBURSEMENT	DCAR-81619 JJAR-82219	8/16/2019 8/22/2019	44.53 97.50 142.03 *
COMDATA RIVERSIDE PAPER SUPPLY RIVERSIDE PAPER SUPPLY RIVERSIDE PAPER SUPPLY RIVERSIDE PAPER SUPPLY RICHMOND RESTAURANT	** Other Non-Instruction ** Travel Travel	SUBWAY CUST 109557	35080AK 660116 660117 661271 661272 2087566	8/29/2019 9/03/2019 8/28/2019 9/10/2019 9/10/2019 8/26/2019	39.99 158.04 142.20 110.19 32.85 2.70 *
PET DAIRY PET DAIRY PET DAIRY PET DAIRY RICHMOND RESTAURANT RICHMOND RESTAURANT RICHMOND RESTAURANT RICHMOND RESTAURANT RICHMOND RESTAURANT RICHMOND RESTAURANT RICHMOND RESTAURANT HERSHEY'S ICE CREAM HERSHEY'S ICE CREAM HERSHEY'S ICE CREAM	Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies Food Supplies	BILL TO 1116841 CUST 117634 CUST 117633 CUST 117632 CUST KINTHEMAT0580 CUST LAWNEWSAI0580 CUST CENTHEKIN0580	618539670 618539680 618539723 618539763 618539765 2087566 2087567 2090341 2090342 2090343 INVE0014580978 INVE0014581009 INVE0014590185	9/03/2019 9/03/2019 9/06/2019 9/10/2019 9/10/2019 8/26/2019 8/26/2019 9/09/2019 9/09/2019 9/09/2019 9/10/2019 9/10/2019 9/10/2019	485.97 * 266.88 330.66 114.64 115.41 280.77 1,711.45 1,500.50 1,029.15 1,204.25 1,123.62 1,440.90 175.68 158.88 156.96 9,609.75 *
TOTAL					10,237.75
FUND TOTAL					10,237.75
TOTAL DUE					186,914.46

Approved at meeting of _____ on _____

Signed _____ Title _____ Date _____

KING AND QUEEN COUNTY
DEPARTMENT OF SOCIAL SERVICES
P. O BOX 7
242 ALLENS CIRCLE
KING AND QUEEN COURTHOUSE, VIRGINIA 23085

PHONE (804) 785-5977
(804) 769-5003

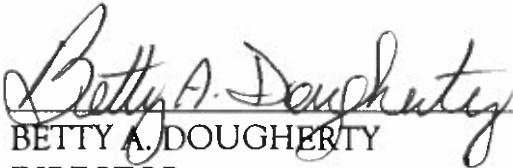
FAX (804) 785-5885
(804) 769-5073

TO: Board of Supervisors
King and Queen Courthouse, Virginia 23085

FROM: King and Queen Department of Social Services

DATE: September 20, 2019

The administrative, public assistance and special federal grant expenditures estimated expenses for October 2019 is \$130,000.00.


BETTY A. DOUGHERTY
DIRECTOR

Lump Sum Appropriation
King and Queen County Food Services
P.O. Box 97
King and Queen C.H., VA 23085

BE IT RESOLVED BY THE SCHOOL BOARD OF KING AND QUEEN COUNTY that the BOARD OF SUPERVISORS appropriate funds in the amount of \$89,841 to meet SCHOOL FOOD SERVICE expenses through December 2019.

Budgeted Funds:

65100 School Food Services:

FEDERAL AND STATE REIMBURSEMENTS,
SALES AND MISCELLANEOUS INCOME

\$89,841

E. Harold Hill

Signature of Chairman

Carol B. Carter, Ed.D.

Signature of Superintendent

Anne J. Kennedy 10/2/2019
Signature of Clerk Date

July & August Accrued School Fund Revenue

REVENUE DETAIL:

School Operating (Fund 231)	July	August	Total
Miscellaneous/Local:			
Refunds			\$0.00
Erate			\$0.00
Insurance Adjustments		\$18,127.95	\$18,127.95
Sale of Buses			\$0.00
Sale of Equipment			\$0.00
Tuition - Day School			\$0.00 3-231-16120-0001
Donations			\$0.00
Other Funds	\$3,506.10	\$3,281.03	\$6,787.13 3-231-18990-0012
Student Fees			\$0.00 3-231-18990-0014
Local/Miscellaneous	\$3,506.10	\$21,408.98	\$24,915.08

State

Grants:

Homebound/Special Education			\$0.00 3-231-24020-0046
At-Risk 4-Year Olds (Pre-School Initiative)			\$0.00 3-231-24020-0081
Subtotal - State Grants	\$0.00	\$0.00	\$0.00

Non-Grants:

At-Risk			\$0.00 3-231-24020-0065
At-Risk			\$0.00 3-231-24020-0065
Basic State Aid			\$0.00 3-231-24020-0002
ISAEP			
Compensation Supplements			\$0.00 3-231-24020-0011
Early Reading Intervention			\$0.00 3-231-24020-0028
English as a Second Language-SOQ			\$0.00 3-231-24030-0009
Foster Care			\$0.00
Gifted Education			\$0.00 3-231-24020-0007
Group Life			\$0.00 3-231-24020-0041
Instructional Retirement			\$0.00 3-231-24020-0023
Instructional Social Security			\$0.00 3-231-24020-0021
K-3 Class-Size Reduction			\$0.00 3-231-24020-0075
Lottery Per Pupil			\$0.00 3-231-24020-0033
Mentor Teachers			\$0.00 3-231-24020-0091
Industry Certification			\$0.00
Prevention, Intervention			\$0.00 3-231-24020-0008
Project Graduation			\$0.00 3-231-24040-0045
Remedial Summer School			\$0.00 3-231-24020-0004
SOL Algebra			\$0.00 3-231-24040-0005
Special Education			\$0.00 3-231-24020-0012
State Sales Tax	\$82,544.90	\$37,781.20	\$120,326.10 3-231-24030-0008
Technology			\$0.00 3-231-24020-0088
Textbook-funded by Lottery/SOQ			\$0.00 3-231-24020-0014
CTE Certification funds			\$0.00
Vocational Education			\$0.00 3-231-24020-0017

Vocational Education (CAT)			\$0.00
Enrollment Loss			\$0.00 3-231-24020-0010
Regional Special Education			
School Security Grant			

	\$82,544.90	\$37,781.20	\$120,326.10
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Federal

Grants:

21st Century			\$0.00 3-231-33084-0395
Gear Up	\$11,520.82	\$8,576.26	\$20,097.08 3-231-33084-0334
Miscellaneous			\$0.00
Perkins III	\$7,133.81	\$9,064.22	\$16,198.03
Title I, Part A		\$26,404.71	\$26,404.71 3-231-33084-0010
Title II - A	\$5,746.94	\$13,173.93	\$18,920.87 3-231-33084-0067
Title III	\$226.00		\$226.00
Title IV		\$6,439.85	\$6,439.85 3-231-33084-0086
Title VI,Part B:Six-B Flow Special Ed	\$26,879.56	\$40,277.78	\$67,157.34 3-231-33084-0027
Title VI,Part B:Six-B Flow Special Ed PreSchool	\$425.87	\$501.16	\$927.03 3-231-33084-0173
			\$0.00
Subtotal - Federal Grants	\$51,933.00	\$104,437.91	\$156,370.91

Federal Non-Grants:

Medicaid	\$534.77	\$3,007.14	\$3,541.91 3-231-33099-0005
ROTC	\$10,988.06	\$2,796.49	\$13,784.55 3-231-33099-0001
Subtotal - Federal Non Grants	\$11,522.83	\$5,803.63	\$17,326.46

Total School Operating	\$149,506.83	\$169,431.72	\$318,938.55
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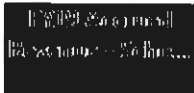
Tina Ammons

From: Tina Ammons
Sent: Friday, October 04, 2019 4:52 PM
To: Diane Gaber
Cc: Tom Swartzwelder
Subject: Retroactive school appropriation

Diane and Tom,

As part of the audit fieldwork, it was identified that the accrued revenue for July and August was not appropriated to the school fund. Last year Joanne Wright prepared and submitted this for approval in June so I feel it was partly due to this that Emma did not submit it for this year. Regardless of the reason, it has been verified that the revenue has been received and as such needs to be appropriated to the school division.

I have placed a copy of this email and the attached appropriation sheet in the board packet box.



Tina R. Ammons

Director of Finance
King & Queen County
P.O. Box 177
King & Queen C.H., VA 23085
(804) 785-5975
tammons@kingandqueenco.net

AGENDA: *Tuesday, October 15, 2019* Regular Meeting

ITEM #4:

King and Queen County Schools – Request for match – School Security Equipment Grant (Superintendent of Schools)

ACTION REQUESTED:

The School System applied for a School Security Equipment Grant which included classroom security door hardware to complete the security hardware received last year, surveillance cameras (mounted on interior and exterior walls of school buildings, and additional two-way radios. The extra security door hardware would complete their project from last year to include the gym, library, additional classroom doors, art room and pull out rooms.

A grant in the amount of \$38,223 was awarded with a required 25% local match of \$9,555.75. With this amount they will be able to finish the classroom security doors for CHS and LMES.

Need a motion and a second to approve or disapprove the request for a local match in the amount of \$9,555.75.

ATTACHMENT:



School Security Equipment Grant 2019

King and Queen County Public Schools applied for a School Security Equipment Grant requesting \$103,083.20. This requested grant amount would have had a 25% local match if all projects were approved and selected of \$20,616.64. The grant included classroom security door hardware to complete the security hardware received last year, surveillance cameras (mounted on interior and exterior walls of school buildings, and additional two-way radios. The extra security door hardware would complete our project from last year to include the gym, library, additional classroom doors, art room, and pull out rooms.

We were not awarded the requested amount. We were awarded **\$38,223** with a required current 25% local match of **\$9,555.75**. With this amount (grant and combined local match), we will be able to finish the classroom security doors for Central High School (CHS) and Lawson Marriott Elementary School (LMES).

School Location	Equipment Description	Estimated Cost	Total
Central High School	Classroom security door hardware	\$30,770.00	\$30,770.00
Lawson Marriott Elementary School	Classroom security door Hardware	\$16,025.00	\$46,795.00
Money Awarded			
Grant Awarded			\$38,223.00
25% Match			\$ 9,555.75
TOTAL			\$47,778.75

We would have **\$983.75** left over from funds designated for CHS and LMES. We are unable to use any of this left over money for King and Queen Elementary School (KQES) since KQES did not receive any of the awarded money. We will be using the extra money, if you approve the 25% match, to purchase extra two-way radios for both CHS and LMES.

If you recall in the previous two years, KQES and LMES both did not receive the awarded grant money one year each and you allowed money to be transferred from the Capital Improvement Fund to purchase the other security items. (One year we funded money for the extra security and bullet-proof glass and last year we provided security door hardware for most classrooms).

School Location	Equipment Description	Estimated Cost	Total
KQES	Classroom security door hardware	\$15,280.00	\$15,280.00

REQUEST from Board of Supervisors:

			Total
Grant Match	25% match with \$38,223.00		\$ 9,555.75
KQES Security	Full Amount		\$15,280.00
		Total Request	\$24,835.75

School Security Equipment Grant Application

King and Queen County Public Schools

Grant Year: 2019

Grant ID: SEG19-049

Grant Status: Processed

DIVISION SUMMARY

Schools Included in the Application	Estimated Equipment Cost	Included in Grant
Central High	\$42,334.40	Yes
King & Queen Elementary	\$34,159.40	No
Lawson-Marriott Elementary	\$26,589.40	Yes

* denotes School Received the allocation earlier

Estimated Total Cost of All Projects: \$103,083.20
(Total of all school equipment estimated costs)

Requested Grant Amount if all projects are approved and selected: \$82,466.56
(If approved, state funds to be applied to the grant)

Requested Local Match if all projects are approved and selected: \$20,616.64
(25% of the state amount)

Original Grant Amount Awarded: \$38,223.00

Additional Amount Awarded: \$0.00

Current Grant Amount Awarded: \$38,223.00

Current required local match: \$9,555.75

Total Reimbursed : 0

School Security Equipment Grant Application

Central High
17024 The Trail
King And Queen C H, VA 23085

Grant Year: 2019
Grant ID: SEG19-049

Built In: 1951

Included in Award: Yes

Qualifying Questions	Answers
Is there Currently Security video equipment installed in this school, such as items listed in the instructions?	Yes
Did a previous school security audit specifically identify or recommend the need for the security equipment being request through this grant?	Yes
Does this school have an Uninterrupted Power Supply(UPS) power backup system dedicated to support the security equipment in place?	Yes

Equipment Description	Estimated Cost	Status
Classroom security door hardware.	\$30,770.00	Qualified
Surveillance cameras (mounted on interior and exterior walls of school building).	\$3,000.00	Qualified
Two-way radios.	\$8,564.40	Qualified

Post Grant Addendum

School Security Equipment Grant Application

King & Queen Elementary
24667 The Trail
Mattaponi, VA 23110

Grant Year: 2019
Grant ID: SEG19-049

Built In: 1937

Included in Award: No

Qualifying Questions	Answers
Is there Currently Security video equipment installed in this school, such as items listed in the instructions?	Yes
Did a previous school security audit specifically identify or recommend the need for the security equipment being request through this grant?	Yes
Does this school have an Uninterrupted Power Supply(UPS) power backup system dedicated to support the security equipment in place?	Yes

Equipment Description	Estimated Cost	Status
Surveillance cameras (mounted on interior and exterior walls of school building).	\$10,315.00	Qualified
Two-way radios.	\$8,564.40	Qualified
Classroom security door hardware.	\$15,280.00	Qualified

Post Grant Addendum

School Security Equipment Grant Application

Lawson-Marriott Elementary
1599 Newtown Rd
St Stephens Church, VA 23148

Grant Year: 2019
Grant ID: SEG19-049

Built In: 1967

Included in Award: Yes

Qualifying Questions	Answers
Is there Currently Security video equipment installed in this school, such as items listed in the instructions?	Yes
Did a previous school security audit specifically identify or recommend the need for the security equipment being request through this grant?	Yes
Does this school have an Uninterrupted Power Supply(UPS) power backup system dedicated to support the security equipment in place?	Yes

Equipment Description	Estimated Cost	Status
Two-way radios.	\$8,564.40	Qualified
Classroom security door hardware.	\$16,025.00	Qualified
Surveillance cameras (mounted on interior and exterior walls of school building).	\$2,000.00	Qualified

Post Grant Addendum

AGENDA: *Tuesday, October 15, 2019 Regular Meeting*

ITEM #5:

Budget Amendments/Supplement:

Project Proposal for Administration Building AC

ACTION REQUESTED:

Approval of \$20,187.00 Budget Supplement for the replacement of condensing unit #3 which serves the 1st floor of Administration Building (Social Services, Commission and Treasurer) to come from the fund balance allocated for County Capital Projects.

SUMMARY OF INFORMATION:

ATTACHMENTS:

- **See attachments**

**KING AND QUEEN COUNTY FY 2019-2020
BUDGET AMENDMENT/TRANSFER FORM**

Budget Amendment: _____

Budget Supplement: X

Budget Transfer: _____

DEPARTMENT: Capital Projects/County

DATE: October 15, 2019

A. BUDGET AMENDMENT/SUPPLEMENT

FUND	DEPT. CODE	ACCT. CODE	OBJ. CODE	PROJ. NO.*	PHASE*	REQUESTED AMENDMENT
301	94100	8200	205			20,187.00
3-100-10000-001 Fund Balance				Sub-Total This Page		\$20,187.00
				GRAND TOTAL		\$20,187.00

REASON FOR AMENDMENT/SUPPLEMENT: Replacement of condensing unit #3 which serves the 1st floor of Administration Building (DSS, Commissioner & Treasurer). Request use of fund balance allocated for County Capital Projects.

B. BUDGET TRANSFER

TRANSFER FROM:

FUND	DEPT. CODE	ACCT. CODE	OBJ. CODE	PROJ. NO.*	PHASE*	REQUESTED AMENDMENT

TRANSFER TO:

FUND	DEPT. CODE	ACCT. CODE	OBJ. CODE	PROJ. NO.*	PHASE*	REQUESTED AMENDMENT

REASON FOR TRANSFER:

APPROVED _____ **DENIED** _____

DATE _____

PROJECT PROPOSAL

Oct. BOS 19

Company
James River Air Conditioning Company
1905 Westmoreland St.
Richmond, VA 23230

Proposal Date: 10/1/2019
Proposal Number: P01904

Ph: (804)-358-9333 Fax: (804) 358-4066

Bill To Identity
KING & QUEEN COUNTY
TRAIL ROAD
KING & QUEEN C.H., VA 23085-0177

Agreement Location
KING & QUEEN COUNTY COURTHOUSE
216 ALLENS CIR
KING AND QUEEN CTHS, VA 23085

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING:

OUR PRICE FOR THIS PROPOSAL IS \$20,187.00

OUR PROPOSAL INCLUDES:

- James River will provide a turnkey 20 ton York condenser replacement.
- James River will recover the R-22 from the system.
- James River will disconnect the existing unit, rig-out, and remove.
- James River will furnish, rig-in, and install a new York, 20 ton, R-410 condenser unit.
- James River will replace the existing TXV kit, and drier cores.
- James River will reuse the existing, line sets, electrical disconnect, and indoor AHU with duct.
- James River will start up and test.

OUR PROPOSAL EXCLUDES:

- Overtime Labor
- Anything above and beyond what is stated above.

WARRANTY: Our warranty on work performed is one (1) year, parts and labor.

TERMS OF PAYMENT: Monthly Progress Billing. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

Contractor

David Smith
Signature (Authorized Representative)
David Smith
Name (Print/ Type)
804-241-6740
Phone
10/1/2019
Date

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Title

Date PO#

PROJECT AGREEMENT TERMS AND CONDITIONS

1. By signing contract customer grants James River Air Conditioning a security interest in all installed equipment and consents to the filing of UCC-1 financing statements documenting the lien on the equipment. Such lien shall be released when all amounts due James River Air Conditioning Company, Inc. are paid in full by customer. Amounts not paid by the due date shall bear interest at the rate of one and one half percent (1 1/2%) per month until paid and customer shall be liable for all costs of collection including a thirty-five percent (35%) attorney's fee and pay court costs. Customer further agrees that if Contractor engages the services of an attorney to enforce the terms of this agreement other than described above, including, but not limited to, defending claims brought by the Customer, that the Customer shall be liable for the reasonable attorney fees incurred by the Contractor if a fact finder determines Contractor to be the substantially prevailing party in such action.
2. Customer understands that all HVAC equipment included in this package requires a minimum of semi-annually planned maintenance. Said maintenance is not included in base contract or warranty. Customer is responsible to provide system maintenance or contract with JRAC or others to provide. Failure to do so may void some or all equipment warranties.
3. Confidentiality: All data, pricing, design schemes and specifications included in proposal are deemed proprietary and confidential and may not be shared, copied, or distributed without written consent from JRAC management.
4. Customer shall permit Contractor free and timely access to areas and equipment, and allow contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
5. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
6. Any alterations to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-materials basis at Contractor's rates then in effect) over the sum stated in this Agreement. Attic and crawlspace areas must be free and clear to allow work. Customer will be responsible for cost of labor to clear work areas at \$65.00 per man.
7. Any legal action against the contractor relating to this agreement, or the breach thereof, shall be commenced within one (1) year from the date of the accrual of the right of action.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
9. Cancellation - You, the customer may cancel this agreement at any time prior to midnight of the third business day after the date of this transaction.
10. Company's Liability/Disclaimer of Warranties: The Customer acknowledges and agrees that Company has made no representations or warranties, express or implied, as to the condition of the equipment, its merchantability or its fitness for any particular purpose, nor has customer relied on any representations or warranties. Customer further acknowledges and agrees: That any affirmation or fact or promise shall not be deemed to create an express warranty and that there are no warranties, which extend beyond the face of the agreement hereof. Customer further acknowledges and agrees that customer has read and understands all of this agreement; particularly paragraph 14, which sets forth company's maximum liability in the event of any loss or damage to customer or anyone else.
11. Water Damage - Company assumes no liability for any damages caused by water or other substances due to overflow or obstruction of any drain or otherwise. Customer understands that if the equipment requires the use of water, either re-circulated or otherwise, the water thus used may be or may become contaminated or cause corrosion. As neither the extent nor nature of such contamination or corrosion can be predicted in advance, Company hereby assumes no liability for either the quality or condition of the once used water or for any damage that it may cause to the equipment.
12. Third Party Indemnification: Customer agrees to and shall indemnify, defend and hold harmless Company, its employees and agents for and against all claims brought by parties other than the parties to this Agreement. This provision shall apply to all claims regardless of cause, including Company's performance or failure to perform and including defects in products, design, initial connection, inspections, tests, repair service, or non-operation of the Equipment, whether based upon active or passive negligence, indemnification, contribution, warranty, or strict or product liability on the part of Company, its employees or agents, but this provision shall not apply to claims or loss or damage solely and directly caused by an employee of Company while on or about Customer's premises.
13. Hazardous Substances: If Customer encounters a hazardous substance, such as asbestos or an other substance which Company in its sole and reasonable discretion determines to be hazardous, while performing the scope of work hereunder, Company may refuse to perform such work until such time as Customer retains a licensed abatement contractor to remove or contain such hazardous substance and such hazardous substance is actually removed or contained.
14. Default by Customer: If Customer fails to pay any amount herein provided within ten (10) days after the same is due and payable, or if Customer fails to perform any other provisions hereof within ten (10) days after Company shall have requested in writing performance thereof, or if any proceeding in bankruptcy, receivership or insolvency shall be commenced by or against Customer or his property, or if Customer makes any assignment for the benefit of creditors, Company shall have the right to discontinue any services and recover from Customer all sums Company may be entitled to under law or equity.
15. Assignees of Company: Company shall have the right to assign this Agreement to any other person, firm or corporation without notice to Customer provided such person, firm or corporation assumes and agrees to perform the obligations of Company.
16. Subcontractors: Company shall have the right to subcontract with other persons, firms or corporations any of the services provided hereof.
17. Remedies: Nothing contained herein is intended to or shall be construed so as to limit the remedies which Company may have against Customer in the event of a breach by Customer of any representation, warranty, covenant or agreement made under or pursuant to this Agreement, it being intended that such remedies shall be cumulative and not exclusive.
18. This agreement shall be construed in accordance with the laws of the Commonwealth of Virginia. The parties agree that in the event of litigation between Customer and Contractor venue of the action shall be Henrico County, Virginia or any other Court of competent jurisdiction in the Commonwealth of Virginia chosen by the sole discretion of the Contractor. Customer waives all objection to Contractor's choice of venue.
19. Any asbestos or hazardous chemicals on job will have to be removed prior to commencement of work

AGENDA: Tuesday, October 15, 2019 REGULAR MEETING

ITEM #6:

Public Comment Period

ACTION REQUESTED:

None required

SUMMARY OF INFORMATION:

ATTACHMENTS:

AGENDA: Tuesday, October 15, 2019 Regular Meeting

ITEM #7:

School Superintendent and Social Services Monthly Report

Superintendent of Schools

Social Services Director

ACTION REQUESTED:

SUMMARY OF INFORMATION:

ATTACHMENTS:

- **Treasurers Report**
- **VDOT October 2019 Report**

King and Queen County Public Schools
Monthly Membership Report
SEPTEMBER 2019

Grade	KQES		LMES		CHS		TOTAL	
	Physical	Actual	Physical	Actual	Physical	Actual	Physical	Actual
K	29	29	23	23	0	0	52	52
1	18	83	28	31	0	0	46	114
2	23	61	32	127	0	0	55	188
3	24	24	19	19	0	0	43	43
4	22	22	25	25	0	0	47	47
5	21	21	21	21	0	0	42	42
6	28	28	25	25	0	0	53	53
7	34	34	23	23	0	0	57	57
8	0	0	0	0	33	33	33	33
9	0	0	0	0	49	49	49	49
10	0	0	0	0	51	52	51	52
11	0	0	0	0	36	36	36	36
12	0	0	0	0	37	37	37	37
Total K-12	199	302	196	294	206	207	601	803

Early Childhood								
Special Education	5	5	4	5	0	0	9	10
Virginia Preschool Initiative	11	11	18	18	0	0	29	29
Total PreK	16	16	22	23	0	0	38	39

GRAND TOTAL	215	318	218	317	206	207	639	842
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Enrollment to Date								
Average Daily Membership	296.684		293.02		203.895		793.599	
Average Daily Attendance	285.211		287.651		195.579		768.441	
YTD ADM	296.684		293.02		203.895		793.599	
Virtual Students	103		99		1		203	

Notes: Physical = Number of students physically in school
 Actual = Number of students in school plus virtual students

**Discipline Report on Student's
Lawson-Marriott Elementary School**

September 30, 2019

Incident Date	Incident Number	Consequence	# of Days	Offense Code (s)
9/11/2019	1819001884	99	0	F1T
9/24/2019	1819001900	99	0	D2C
9/24/2019	1819001861	99	0	D2C D3C
9/18/2019	1819001862	99	0	D2C

Date: 9 / 30 / 19

Principal's Signature: _____



Discipline Report on Student's
King & Queen Central High School
September 2019-2020

Incident Date	Incident Number	Consequence	Student's Name	# of Days	Offense Code (s)	Offense Description	Date of Disposition	Grade Level
9/20/2019	1819001840	ISS		2	D3C, D1C	Disorderly Conduct	9/23/19, 9/24/19	8 th Grade
9/19/2019	1819001841	OSS		3	D1C, ATO02	Disorderly Conduct	9/19/19, 9/20/19, 9/23/19	8 th Grade
9/9/2019	1819001860	OSS		3	TB2	Electronic Cigarettes/ Nicotine Vapor Product	9/10/19, 9/11/19, 9/12/19	12 th Grade
9/25/2019	1819001880	OSS		3	BO4	Setting off False Fire Alarm	9/25/19, 9/26/19, 9/27/19	9 th Grade
9/9/2019	1819001881	OSS		3	TB2	Electronic Cigarettes/ Nicotine Vapor Product	9/10/19, 9/11/19, 9/12/19	12 th Grade

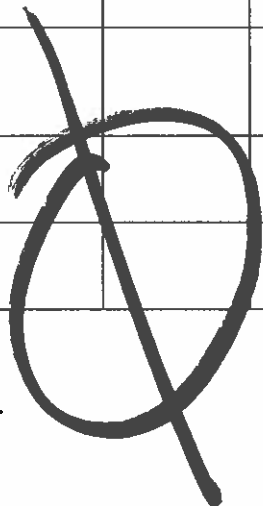
B/F
B/F
W/M
B/M
W/M

Date: 10/1/19

Principal's Signature [Signature]
Bookkeeper: Bonita Fajardo

**Discipline Report on Student's
King & Queen Elementary School
September 2019-2020**

Incident Date	Incident Number	Consequence	Student's Name	# of Days	Offense Code (s)	Offense Description	Date of Disposition



*No Discipline for September.

Date: 10/01/19

Principal's Signature Allison Jadar

**Irene B. Longest
Treasurer, King and Queen County
September 30, 2019**

Balance as of September 30, 2019

C&F - CDBG	\$	100,048.09
C&F - Checking	\$	910,250.00
C&F - Overnight Sweep Account	\$	2,310,283.49
C&F - CD	\$	5,000,000.00
LGIP - Republic	\$	8,562,514.67
LGIP - County	\$	60,719.92
LGIP - Landfill Contingency Reserve	\$	807,691.50
LGIP - Rescue Squads	\$	187,834.55
LGIP - Reserve	\$	2,387,787.97
LGIP - Schools	\$	982,228.81
VIP 1-3 Year - Landfill	\$	1,044,500.81
VIP 1-3 Year - Landfill Contingency	\$	1,044,500.81
VIP NAV Liquidity - Landfill	\$	1,031,637.60
VIP NAV Liquidity - Landfill Contingency	\$	1,029,967.83
Total	\$	<u>25,459,966.05</u>

NOTES:

<u>Abatements</u> - September 2019		ABA	PTR	Total
Commissioner of Revenue	\$	13,412.91	\$ 1,426.29	\$ 11,986.62
Treasurer	\$	135.00	\$ -	\$ 135.00
<u>Supplements</u> - September 2019		Supplement	PTR	
Commissioner of Revenue	\$	20,229.13	\$ -	

Treas

10/02/2019 ABATEMENT EOM REPORT 9/01/2019 -- 9/30/2019

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME	PP VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL ABATEMENT
9/12/2019	PP	2018	AF	ABA	00070450001	BLEDSON JAMES NELL JR		30.00-		
9/20/2019	PP	2018	AF	ABA	00091550001	HARPER ROBERT ELLIS	200	25.00-		
9/19/2019	PP	2018	AF	ABA	00093260001	MCDANIEL JOSEPH BRIAN LEE		25.00-		
9/03/2019	PP	2018	AF	ABA	00093700001	BOHANNON KARLEEN WHI SPER		25.00-		
TYPE TOTALS							200	105.00-	.00	105.00-

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 2
TX311

DATE	TYPE	YEAR	CLAS	TRN	TI	CKET#	NAME	PP	VALUE	ABA	PTR	TOTAL
										AMOUNT	AMOUNT	ABATEMENT
9/16/2019	RE	2018	AF	ABA	00070960002		WASHI NGTON BARBARA S ET ALS			30.00-		
							TYPE TOTALS			30.00-	.00	30.00-
							YEAR TOTALS	200		135.00-	.00	135.00-
							TOTALS	200		135.00-	.00	135.00-

ABATEMENT COUNT = 5

COR

10/02/2019 ABATEMENT EOM REPORT 9/01/2019 -- 9/30/2019 PAGE 1
 TX11

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME	PP VALUE	ABA AMOUNT	FTR AMOUNT	TOTAL ABATEMENT
9/20/2019	RE	2016		ABA	00074700001	CIRCLE M PROPERTIES LLC		10.45-		
						TYPE TOTALS		10.45-	.00	10.45-
						YEAR TOTALS		10.45-	.00	10.45-

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 2
TX311

DATE	TYPE	YEAR	CLAS	TRN	TICKETS#	NAME	FP VALUE	ABA AMOUNT	EPR AMOUNT	TOTAL ABATEMENT
9/30/2019	RE	2017		ABA	00074700001	CIRCLE M PROPERTIES LLC		10.07-	.00	10.07-
						TYPE TOTALS		10.07-	.00	10.07-
						YEAR TOTALS		10.07-	.00	10.07-

10/02/2019

ABATEMENT FOR REPORT

9/01/2019 -- 9/30/2019

PAGE 3
TK311

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME	PP VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL ABATEMENT
9/12/2019	PP	2018	TP	ABA	00005120001	BLEDSON JAMES NEIL JR	200	7.88-		
9/15/2019	PP	2018	TP	ABA	00040170005	MONCRIEF JOHN THOMAS	3310	640.25		
						TYPE TOTALS	3310	632.37	.00	632.37

10/02/2019

ABATEMENT ECM REPORT

9/01/2019 -- 9/30/2019

PAGE 4
TK311

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME
9/30/2019	RE	2018		ABA	00075040001	CIRCLE M PROPERTIES LLC

PP VALUE

ABA AMOUNT

10.07-

TOTAL ABATEMENT

10.07-

EPR AMOUNT

.00

TYPE TOTALS

10.07-

.00

10.07-

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 5
TK311

DATE	TYPE	YEAR	CLAS	TEN	TICKET#	NAME	PP VALUE	ABA AMOUNT	ETR AMOUNT	TOTAL ABATEMENT
9/12/2019	VL	2018			ABA 00034440002	OZMAN TIMOTHY A		25.00-		25.00-
TYPE TOTALS										
YEAR TOTALS							33310	597.30	.00	597.30

10/02/2019

STATEMENT ECM REPORT

9/01/2019 -- 9/30/2019

PAGE 6
TX311

DATE TYPE YEAR CLAS TRN TICKET#

9/03/2019 BL 2019 ABA 00004690001

NAME

SANTOS JUAN

FP VALUE

ABA
AMOUNT

75.00-

PTR
AMOUNT

TOTAL
ABATEMENT

TYPE TOTALS

.00

75.00-

75.00-

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 7
TX311

DATE	TYPE	YEAR	CLAS	TEN	TICKET#	NAME	PP VALUE	ABA AMOUNT	PTA AMOUNT	TOTAL ABATEMENT
9/18/2019	PP	2019	TP	ABA	0000220001	ADAMS TOMMY	15525	611.69-	305.85	305.84-
9/18/2019	PP	2019	TP	PTR	0000220001	ADAMS TOMMY				
9/16/2019	PP	2019	TP	ABA	0000480002	BURKHART JAMES ARNOLD	500	19.70-	9.85	9.85-
9/16/2019	PP	2019	TP	PTR	0000480002	BURKHART JAMES ARNOLD				
9/16/2019	PP	2019	TP	ABA	0012620002	COGSDALE TRAVIS BLAKE	200	7.88-		
9/25/2019	PP	2019	TP	ABA	0015650001	DELLINGER HUGHES RAY JR	82000	2663.48-		
9/17/2019	PP	2019	TP	ABA	0018330001	FINNEGAN JOHN THOMAS	13200	520.08-		
9/18/2019	PP	2019	ME	ABA	00023640004	HARDING BRUCE W	5000	26.50-		
9/26/2019	PP	2019	TP	ABA	00027310006	HOAGREN RALTER JOHN	3215	80.57-		
9/18/2019	PP	2019	TP	ABA	00043360001	PACCAR FINANCIAL CORPORATION	70370	2772.58-		
9/18/2019	PP	2019	TP	ABA	00043360002	PACCAR FINANCIAL CORPORATION	74285	2926.83-		
9/27/2019	PP	2019	TP	ABA	00046250002	PROCTOR JEANNIE ANN	36425	1435.15-		
9/27/2019	PP	2019	TP	PTR	00046250002	PROCTOR JEANNIE ANN			394.00	1041.15-
9/18/2019	PP	2019	TP	ABA	00058420001	VALLEY STACIE GABRIELLE	16375	645.18-		
9/18/2019	PP	2019	TP	PTR	00058420001	VALLEY STACIE GABRIELLE			322.59	322.59-
9/26/2019	PP	2019	TP	ABA	00059950001	WANG XIN	29975	1181.02-		
9/26/2019	PP	2019	TP	PTR	00059950001	WANG XIN			394.00	787.02-
TYPE TOTALS							347070	12890.62-	1426.29	11464.33-

5

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 8
TX311

DATE	TYPE	YEAR	CLAS	TRN	TICID#	NAME	PP VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL ABATEMENT
9/16/2019	RE	2019		ABA	0000540001	ALEXANDER ERNEST WAYNE SR		437.78		
9/18/2019	RE	2019		ABA	0005550001	BELFIELD GEORGE ALVIN		119.78		
9/18/2019	RE	2019		ABA	0005560001	BELFIELD GEORGE ALVIN		352.82		
9/16/2019	RE	2019		ABA	00073520001	WILSON ROBERT E III		28.62		
9/20/2019	RE	2019		ABA	00075090001	CIRCLE M PROPERTIES LLC		10.07		
							TYPE TOTALS	949.07	.00	949.07

10/02/2019

ABATEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 9
TZ311

DATE	TYPE	YEAR	CLASS	TRN	TICKET#	NAME	PP VALUE	ABA AMOUNT	PTR AMOUNT	TOTAL ABATEMENT
9/18/2019	VL	2019		ABA	00000190001	ADAMS TOMMY		25.00-		
9/17/2019	VL	2019		ABA	00024780002	JONES RICHARD LEB		25.00-		
9/26/2019	VL	2019		ABA	00046660001	WANG XIN		25.00-		
						TYPE TOTALS		75.00-	.00	75.00-
						YEAR TOTALS	347070	13989.69-	1426.29	12563.40-
						TOTALS	360380	13412.91-	1426.29	11986.62-

ABATEMENT COUNT = 27

COR

10/02/2019 SUPPLEMENT EOM REPORT 9/01/2019 -- 9/30/2019

DATE	TYPE	YEAR	CLAS	TRX	TICKET#	NAME	PP VALUE	AMOUNT	PTR AMOUNT
9/30/2019	PP	2016	TP	SUP	00090500001	OSTANT MELISSA MAE	1450	57.13	31.42-
9/30/2019	PP	2016	TP	PTR	00080500001	OSTANT MELISSA MAE			
TYPE TOTALS							1	57.13	31.42-
YEAR TOTALS							1	57.13	31.42-

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 2
TX311

DATE	TYPE	YEAR	CLAS	TRM	TICKETS#	NAME	PP VALUE	AMOUNT	PTR AMOUNT
9/30/2019	FP	2017	TP	SUP	00062520001	OSTANT MELISSA MAE	1450	57.13	
9/30/2019	FP	2017	TP	PTR	00062520001	OSTANT MELISSA MAE			33.71-
TYPE TOTALS							1	57.13	33.71-

10/02/2019

SUPPLEMENT ECM REPORT

9/01/2019 -- 9/30/2019

PAGE 3
TX311

DATE	TYPE	YEAR	CLAS	TRM	TICKET#	NAME	PF VALUE	AMOUNT	PTR AMOUNT	
9/13/2019	RE	2017		SUP	00074700001	CIRCLE M PROPERTIES LLC		206.70		
TYPE TOTALS										
YEAR TOTALS							1	1450	263.83	33.71-

10/02/2019

SUPPLEMENT FOR REPORT

9/01/2019 -- 9/30/2019

PAGE 4
TK311

DATE	TYPE	YEAR	CLAS	TRM	TICKET#	NAME	PP VALUE	AMOUNT	PTR AMOUNT
9/06/2019	BL	2019		SUP	00005320001	MUST BARBARA GEANE		75.00	
9/17/2019	BL	2018		SUP	00005330001	GIBSON GEORGE P JR		75.00	
TYPE TOTALS								150.00	.00

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

DATE	TYPE	YEAR	CLAS	TRN	TICKET#	NAME	PP VALUE	AMOUNT	PTR AMOUNT	
9/30/2019	PP	2018	TP	SUP	00167490001	CSTANT MELISSA MAE	1400	55.16	28.13-	
9/30/2019	PP	2018	TP	PTR	00167490001	CSTANT MELISSA MAE	1400	55.16	28.13-	
TYPE TOTALS							1	1400	55.16	28.13-

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 6
TX311

DATE	TYPE	YEAR	CLAS	TRX	TICKET#	NAME	PP VALUE	AMOUNT	PTR AMOUNT
9/13/2019	RE	2018		SUP	00075040001	CIRCLE M PROPERTIES LLC		206.70	
						TYPE TOTALS		206.70	.00
						YEAR TOTALS	1	411.86	28.13-

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

PAGE 7
TB11

DATE	TYPE	YEAR	CLAS	TEN	TICKET#	NAME	PF VALUE	AMOUNT	FTR AMOUNT
9/03/2019	EL	2019		SUP	00005250001	TRUE LOVE & HOME GROWN BIKTIE		75.00	
9/06/2019	EL	2019		SUP	00005960001	MOSE BARBARA GRANE		75.00	
9/10/2019	EL	2019		SUP	00005970001	CYNTHIA F JOHNSON		75.00	
9/10/2019	EL	2019		SUP	00005880001	CHILDRESS METAL FABRICATIONS		75.00	
9/10/2019	EL	2019		SUP	00005990001	CONCRETE FOUNDATIONS INC		75.00	
9/11/2019	EL	2019		SUP	00006000001	MITCHELL JOE		75.00	
9/12/2019	EL	2019		SUP	00006010001	HARRIS LEON		75.00	
9/12/2019	EL	2019		SUP	00006020001	RENEWABLE RESOURCES LLC		75.00	
9/13/2019	EL	2019		SUP	00006030001	BROWDER EMILY		75.00	
9/16/2019	EL	2019		SUP	00006040001	FORTUNE KRISTAL		75.00	
9/16/2019	EL	2019		SUP	00006050001	JOHNSON KAYON		75.00	
9/17/2019	EL	2019		SUP	00006060001	GRSSHAM DEON		75.00	
9/18/2019	EL	2019		SUP	00006070001	BEATTIE HARY C IV		75.00	
9/18/2019	EL	2019		SUP	00006080001	JONES SARAH A		75.00	
9/18/2019	EL	2019		SUP	00006090001	GIDDINGS SVS		75.00	
9/18/2019	EL	2019		SUP	00006100001	THURSTON LEMOUEL E		75.00	
9/19/2019	EL	2019		SUP	00006110001	2915 ENTERTAINMENT LLC		75.00	
9/19/2019	EL	2019		SUP	00006120001	WES YARD MAINTENANCE		75.00	
9/20/2019	EL	2019		SUP	00006130001	WOODS MARLA		75.00	
9/20/2019	EL	2019		SUP	00006140001	TOMPKINS GEORGE		75.00	
9/24/2019	EL	2019		SUP	00006150001	JERNTIGAN CHRISTOPHER		75.00	

TYPE TOTALS

1575.00 .00

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

DATE	TYPE	YEAR	CLASS	TRM	TICKET#	NAME	PP VALUE	AMOUNT	PTR AMOUNT
9/17/2019	PP	2019	ME	SUP	00064580001	FINNEGAN JOHN THOMAS	13200	69.96	
9/18/2019	PP	2019	TP	SUP	00064590001	HARDING BRUCE W	500	19.70	
9/18/2019	PP	2019	TP	SUP	00064500001	ANDERSON C P TRUCKING INC	74285	2926.83	
9/18/2019	PP	2019	TP	SUP	00064810001	ANDERSON C P TRUCKING INC	70370	2772.58	
9/27/2019	PP	2019	TP	SUP	00064620001	MERIDIAN LEASING CORP	850	33.49	
9/27/2019	PP	2019	TP	SUP	00064630001	PROCTOR JEANNIE ANN	36425	1435.15	
						TYPE TOTALS	155630	7257.71	-00

10/02/2019

SUPPLEMENT EOM REPORT

9/01/2019 -- 9/30/2019

DATE	TYPE	YEAR	CLAS	ITEM	TICKETS	NAME	PP VALUE	AMOUNT	PTX AMOUNT
9/13/2019	RE	2019		SUP	00075090001	CIRCLE M PROPERTIES LLC		206.70	
9/16/2019	RE	2019		SUP	00075100001	ALEXANDER ERNEST W		437.78	
9/16/2019	RE	2019		SUP	00075110001	NICHOLS CURTIS		28.62	
9/17/2019	RE	2019		SUP	00075120001	NATURE CONSERVANCY THE		766.91	
9/17/2019	RE	2019		SUP	00075130001	NATURE CONSERVANCY THE		528.94	
9/17/2019	RE	2019		SUP	00075140001	NATURE CONSERVANCY THE		685.82	
9/17/2019	RE	2019		SUP	00075150001	NATURE CONSERVANCY THE		1429.94	
9/17/2019	RE	2019		SUP	00075160001	NATURE CONSERVANCY THE		549.61	
9/17/2019	RE	2019		SUP	00075170001	NATURE CONSERVANCY THE		533.18	
9/17/2019	RE	2019		SUP	00075180001	NATURE CONSERVANCY THE		2233.95	
9/17/2019	RE	2019		SUP	00075190001	NATURE CONSERVANCY THE		125.57	
9/17/2019	RE	2019		SUP	00075200001	NATURE CONSERVANCY THE		2459.20	
9/17/2019	RE	2019		SUP	00075210001	NATURE CONSERVANCY THE		244.33	
9/17/2019	RE	2019		SUP	00075220001	NATURE CONSERVANCY THE		65.72	
9/17/2019	RE	2019		SUP	00075230001	NATURE CONSERVANCY THE		297.33	

TYPE TOTALS

10663.60 .00

YEAR TOTALS

195630 19496.31 .00

SUPPLEMENT COUNT = 49

TOTALS

3 199930 20229.13 93.26-



Fredericksburg

**King & Queen County Board of Supervisors
October 2019 VDOT Transportation Briefing**

Construction Projects Completed

Unpaved Road Projects on Secondary Six Year Plan:

Route 637 Chatham Hill Road – UPC 111929

Resurfacing Routes 2019 - Surface Treatment Routes

Route 658 – Travellers Road

Construction Projects Underway

Upcoming Unpaved Road Projects on Secondary Six Year Plan:

As a reminder the board prioritized ten roads on the six-year plan, they are listed in priority order below. Routes 673 and 607 are on schedule for paving in 2019. The rest will be done through the plan years as listed.

Road preparation will begin in the month listed and hard surfacing will occur spring/summer 2019.

Route 673 Martin Town Road – UPC 111931 – complete

Route 607 Crouches Road – UPC 111932 – underway

Route 612 Lily Pond Road – UPC 113938 Phase II – April 2020

Route 662 Greenbriar Road– UPC 111934 – July 2020

Route 651 Dewsville Road – UPC 111935 – August 2020

Route 642 Green Chambers Road – UPC 111954 – August 2020

Route 645 Page Lane – UPC 111933 – September 2020

Bridge Projects next 24 Months

Route 660 over Mill Stream – Completed

Route 617 over Exol Swamp – SGR Replacement – Bids Received September 2019 and a construction timeline will be forthcoming in November 2019.

Route 619 over Rickenaw Creek – State Forces Replacement – Planned start January 2020

Route 14 over Poropotank Creek – SGR Replacement – October 13, 2020 ad date

Traffic Engineering Requests

Under Review:

- Signage review for Existing No Thru Truck Postings-Devils 3 Jump (Rt. 614), Dragonville (Rt. 610), Rock Spring (Rt. 614) and Byrd's Bridge Road (Rt. 604).
- School Bus Stop ahead sight distance/sign review-13254 The Trail and 749 Mantua Road

Maintenance Operation Highlights

Completed Projects

- Secondary Mowing underway
- Route 607 and 673 Boom Axed
- Gravel Road maintenance countywide
- Patch potholes countywide

Upcoming Projects

- Route 360 Slope Repair
- Route 14 cross pipe repair near Corbin Mill Pond
- Contractor Primary Mowing
- Unpaved Road maintenance throughout the county
- Continue to patch potholes Countywide

Land Use Highlights

- Site Plan reviews completed: 2
- Subdivision reviews completed: 0
- Average number of days per review: 4
- Number of permits issued: 4
- Number of permits completed: 4

Contact for questions or concerns:

Joyce M. McGowan

Residency Administrator

(804) 286-3115

joyce.mcgowan@vdot.virginia.gov

Ron Peaks

Assistant Residency Administrator

(804) 286-3118

ronald.peaks@vdot.virginia.gov

AGENDA: *Tuesday, October 15, 2019 Regular Meeting*

ITEM #8:

Request to direct advertisement for Public Hearings

ACTION REQUESTED:

Need a motion and a second to advertise for public hearing on the following: for November 4, 2019 regular meeting date at 7:00 P.M.

SUMMARY OF INFORMATION:

CUP19-02 & SP19-07 – Cellco Partnership’s d.b.a. Verizon Wireless

Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305’ communications tower (includes lightning rod), located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Subject property is owned by R. Earl Parker.

B. CUP19-03 & SP19-08 – Cellco Partnership’s d.b.a. Verizon Wireless

Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199’ communications tower (includes lightning rod), located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Subject property is owned by Mark V. Chandler.

C. ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1

Zoning Text Amendment amending Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the General Business 1 and General Business 2 zoning district as a by right use. Fuel Distribution facility with onsite retail and/or outside storage of tanks, equipment, vehicles in the General Business 1 by approved Conditional Use Permit (CUP) or as a by right use in General Business 2, Light Industrial and Industrial zoning districts.

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)

Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

E. County Text Amendment – Chapter 30 Taxation, Article VII License Tax

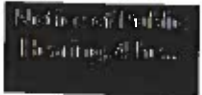
Text Amendment amending Chapter 30, Article VII, License Tax , regarding business licenses, to remove the \$25.00 administrative fee and include "Direct Sellers" as defined in the State Code of Virginia §58.1-3719.1 as an exception for payment of the license tax. Delinquencies to be reported to the Commonwealth Attorney.

ATTACHMENTS:

- See attached memo's

Diane Gaber

From: Diane Gaber
Sent: Thursday, October 10, 2019 11:05 AM
To: Askew, Hope; Rappahannock Times; County Courier
Cc: Tom Swartzwelder
Subject: Notice of Public Hearing. 4 hearings - 10.15.19 (005)



Please find attached Notice of Public Hearing to be run in your newspapers the following weeks:

County Courier: your next issue

Rappahannock Times and Tidewater Review: Wednesday, October 16th and Wednesday, October 23rd, 2019.

Please verify receipt of this Notice for publication.

If you have any questions, please do not hesitate to contact me.

***K. Diane Gaber, CMC
Deputy Clerk of the Board
King and Queen County
dgaber@kingandqueenco.net
(804) 785-5975***

Diane Gaber

From: Diane Gaber
Sent: Thursday, October 10, 2019 11:14 AM
To: Cynthia.powell@virginiamedia.com
Subject: FW: Notice of Public Hearing. 4 hearings - 10.15.19 (005)
Attachments: Notice of Public Hearing. 4 hearings - 10.15.19 (005).doc

Please find attached Notice of Public Hearing to be run in your newspapers the following weeks: Sent this to Hope Askew, but received a reply to forward to you that she was on vacation.

County Courier: your next issue

Rappahannock Times and Tidewater Review: Wednesday, October 16th and Wednesday, October 23rd, 2019.

Please verify receipt of this Notice for publication.

If you have any questions, please do not hesitate to contact me.

*K. Diane Gaber, CMC
Deputy Clerk of the Board
King and Queen County
dgaber@kingandqueenco.net
(804) 785-5975*

From: Askew, Hope <hope.askew@virginiamedia.com>
Sent: Thursday, October 10, 2019 11:07 AM
To: Diane Gaber <dgaber@kingandqueenco.net>
Subject: Automatic reply: Notice of Public Hearing. 4 hearings - 10.15.19 (005)

Greetings! I am officially on vacation! Thank you for your email. Thank you for your email. Please contact Cynthia Powell at 247-7896 or Cynthia.powell@virginiamedia.com for assistance with proofs or billing questions. I will return on 10.14 at 830AM.

Thank you.
Hope Askew

**KING AND QUEEN COUNTY
NOTICE OF PUBLIC HEARING**

The King and Queen County Board of Supervisors will hold a public hearing on Monday, November 4, 2019 at 7:00 P.M., in the King and Queen County Courts and Administration Building, General District Courtroom, King and Queen Court House, Virginia, to consider the following:

A. CUP19-02 & SP19-07 – Cellco Partnership’s d.b.a. Verizon Wireless

Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305’ communications tower (includes lightning rod), located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Subject property is owned by R. Earl Parker.

B. CUP19-03 & SP19-08 – Cellco Partnership’s d.b.a. Verizon Wireless

Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199’ communications tower (includes lightning rod), located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¼ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Subject property is owned by Mark V. Chandler.

C. ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1

Zoning Text Amendment amending Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the General Business 1 and General Business 2 zoning district as a by right use. Fuel Distribution facility with onsite retail and/or outside storage of tanks, equipment, vehicles in the General Business 1 by approved Conditional Use Permit (CUP) or as a by right use in General Business 2, Light Industrial and Industrial zoning districts.

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)

Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

E. County Text Amendment – Chapter 30 Taxation, Article VII License Tax

Text Amendment amending Chapter 30, Article VII, License Tax, regarding business licenses, to remove the \$25.00 administrative fee and include “Direct Sellers” as defined in the State Code of Virginia §58.1-3719.1 as an exception for payment of the license tax. Delinquencies to be reported to the Commonwealth Attorney.

A copy of the above mentioned proposals may be reviewed in the Office of the County Administrator, King and Queen County, King and Queen Courts and Administration Building, King and Queen Court House, Virginia, Monday through Friday, from 9:00 a.m. to 5:00 p.m.

Thomas J. Swartzwelder
County Administrator

Editor's note— Chapter 30, Taxation - text amendment was adopted by the King and Queen Board of Supervisors on May 9, 2011. However, is not to take effect until May 1, 2012.

ARTICLE VII. LICENSE TAX

Sec. 30-200. Short title.

Sec. 30-201. Definitions.

Sec. 30-202. Annual license taxes levied; purposes.

Sec. 30-203. Doing business without required license and payment of license tax prohibited; other taxes.

Sec. 30-204. Application for and issuance of license; payment of license tax, required certificates, if any.

Sec. 30-205. Duty of commissioner's office to ascertain zoning/approval of property.

Sec. 30-206. Rules of construction and collection of license taxes.

Sec. 30-207. Fee Tax for issuing license; and exceptions.

Sec. 30-208. License requirement.

Sec. 30-209. Due dates and penalties.

Secs. 30-210—30-245. Reserved.

Sec. 30-246. Display of license.

Sec. 30-247. License assignable.

Sec. 30-248. Subjects of taxation not mentioned in this article.

Sec. 30-249. No tax imposed where prohibited by federal or state tax law.

Sec. 30-250. Failure to file required statement; false statements.

Sec. 30-251. Certain administrative and enforcement duties of the commissioner of the revenue; disposition of license fee tax and fines collected.

Sec. 30-252. Suspension and revocation of licenses.

Sec. 30-253. Violations and penalties.

Sec. 30-200. Short title.

This article shall be known and may be cited as the "License Tax Ordinance of the County of King and Queen County, Virginia," or simply as the "license tax ordinance."

(Amend. of 5-9-2011)

Sec. 30-201. Definitions.

The following words, terms and phrases, when used within this chapter shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Business means a course of dealing which requires the time, attention and labor of the person so engaged for the purpose of earning a livelihood or profit. It implies a continuous and regular course of dealing, rather than an irregular or isolated transaction. A person may be engaged in more than one business. The following acts shall create a rebuttable presumption that a person is engaged in a business:

- (1) Advertising or otherwise holding oneself out to the public as being engaged in a particular business; or
- (2) Filing tax returns, schedules and documents that are required only of persons engaged in a trade or business.

Business service means any service rendered for compensation to any business, trade, occupation, or governmental agency, unless the service is specifically provided for under another section of these guidelines.

Categories of businesses or trades subject to license taxes means the various businesses, trades, professions, occupations, and callings which are subject to county license taxes as set out in this article shall mean any person who engages in the particular business, trade, profession, occupation, or calling as defined in chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), and to the guidelines defining and explaining local businesses, professional, and occupational license taxes distributed by the state department of taxation as required by Code of Virginia, § 58.1-3701.

Collecting office or collecting official means the county treasurer.

Contractor means as prescribed in Code of Virginia, § 58.1-3714(D), whether such work is done or offered to be done by day labor, general contract or subcontract.

Dealer means (for the purposes of this article) any person engaged in the business of buying and/or selling securities for his own account, but does not include a bank, or any person insofar as he buys or sells securities for his own account, either individually or in some fiduciary capacity, but not as part of a regular business.

Definite place of business means an office or a location at which occurs a regular and continuous course of dealing for 30 consecutive days or more. A definite place of business for a person engaged in business may include a location leased or otherwise, obtained from another person on a temporary or seasonal basis and real property leased to another. A person's residence shall be deemed to be a definite place of business if there is no definite place of business maintained elsewhere and the person is not subject to licensure as a peddler or itinerant merchant.

Financial services means the buying, selling, handling, managing, investing, and providing of advice regarding money, credit, securities, or other investments.

License year means the calendar year for which a license is issued for the privilege of engaging in business.

Personal services means the rendering for compensation either upon or for persons, animals or personal effects any repair, personal, business or other services not specifically classified as "financial, real estate, or professional service" under this article, or rendered in any other business or occupation not specifically classified in this article unless exempted from local license tax by Code of Virginia, title 58.1.

Professional services means services performed by architects, attorneys-at-law, certified public accountants, dentists, engineers, land surveyors, surgeons, veterinarians, and practitioners of the healing arts (the arts and sciences and dealing with the prevention, diagnosis, treatment and cure or alleviation of human physical or mental ailments, conditions, diseases, pain or infirmities) and such occupations, and no others, as the state department of taxation may list in the BPOL guidelines promulgated pursuant to Code of Virginia, § 58.1-3701. The department shall identify and list each occupation or vocation in which a professed knowledge of some department of science or learning, gained by a prolonged course of specialized instruction and study, is used in its practical application to the affairs of others, either advising, guiding, or teaching them, and in serving their interests or welfare in the practice of an art or science founded on it. The term "profession" implies attainments in professional knowledge as distinguished from mere skill, and the application of knowledge to uses for others rather than for personal profit.

Real estate services means providing a service for compensation as lessor, buyer, seller, agent, or broker and providing a service with respect to the purchase, sale, lease, rental or appraisal of real property, unless the service is otherwise specifically provided for in this article, and such services include, but are not limited to, the following:

- (1) Appraisers of real estate.
- (2) Escrow agents, real estate.
- (3) Fiduciaries, real estate.
- (4) Lessors of real property.
- (5) Real estate agents, brokers, and managers.
- (6) Real estate selling agents.
- (7) Rental agents for real estate.

Repair service means the repairing, renovating, cleaning or servicing of some article or item of personal property for compensation, unless the service is specifically provided for under another section of these guidelines.

Retailer or retail merchant means any person or merchant who sells goods, wares and merchandise for use or consumption by the purchaser or for any purpose other than resale by the purchaser, but does not include sales at wholesale to institutional, commercial, and industrial users.

Security shall (for the purposes of this article) have the same meaning as in the Securities Act (Code of Virginia, § 13.1-501 et seq.), or in similar laws of the United States regulating the sale of securities. Those engaged in rendering financial services include, but are not limited to, the following:

- (1) Buying installment receivables.
- (2) Chattel mortgage financing.
- (3) Consumer financing.
- (4) Credit card services.
- (5) Credit unions.
- (6) Factors.
- (7) Financing accounts receivable.
- (8) Industrial loan companies.
- (9) Installment financing.
- (10) Inventory financing.
- (11) Loan or mortgage brokers.
- (12) Loan or mortgage companies.
- (13) Safety deposit box companies.
- (14) Security and commodity brokers and services.
- (15) Stockbrokers.
- (16) Working capital financing.

Any person other than a national bank or bank or trust company organized under the laws of this state or a duly licensed and practicing attorney-at-law that engages in the business of buying or selling for others, on commission or for other compensation, shares in any corporation, bonds, notes or other evidences of debt is a stockbroker. The fact that orders are taken subject to approval by a main office does not relieve the broker from local license taxation. Also, an insurance company engaged in selling mutual funds is a broker as to that portion of its business.

Services mean things purchased by a customer which do not have physical characteristics, or which are not goods, wares, or merchandise.

Wholesaler or wholesale merchant means any person or merchant who sells wares and merchandise for resale by the purchaser, including sales when the goods, wares, and merchandise will be incorporated into goods and services for sale, and also includes sales to institutional, commercial, government, and industrial users, which because of the quantity, price, or other terms indicate that they are consistent with sales at wholesale.

(Amend. of 5-9-2011)

State Law reference— Similar provisions, Code of Virginia, § 58.1-3700.1.

Sec. 30-202. Annual license taxes levied; purposes.

An annual license tax is hereby imposed and levied, and shall be collected for each calendar year, beginning January 1 and expiring on December 31, on all persons conducting or engaged in the businesses, occupations, or professional employments in the county set forth in this article.

(Amend. of 5-9-2011)

Sec. 30-203. Doing business without required license and payment of license tax prohibited; other taxes.

- (a) It shall be unlawful for any person to do any business, carry on any trade or calling, practice any profession, or do any act for which a license is required or upon which a license tax is imposed by this article, or to open an office for a place of business or, by the use of signs or in any other manner to advertise any trade, business, profession, or activity within the county for which a license is required or upon which a license tax is imposed by this article without first having applied for and obtained such required license and without having paid the license fee and tax so imposed.
- (b) No business license required by this article shall be issued until the applicant has produced satisfactory evidence that all delinquent business license, real estate and personal property taxes owed by the business have been paid in full.
- (c) No business license required by this article shall be issued if any person or property owner is currently in violation of any building code, zoning ordinance, state regulation or county ordinance.
- (d) Any person who engages in a business without obtaining the required local license, or after being refused a license, shall not be relieved of the tax imposed by this article.

(Amend. of 5-9-2011)

State Law reference— Doing business without required state license, Code of Virginia, § 58.1-3700.

Sec. 30-204. Application for and issuance of license; payment of license tax, required certificates, if any.

Any person proposing to prosecute any business, employment or profession, or to do anything for which a license is required or for which a license fee tax is imposed by this article shall make application for such license, in writing, to the commissioner of the revenue, the date of beginning and nature of the business, employment or profession, or thing to be done, the address or place in this county where it is proposed to be prosecuted and such other information as may be required, and such statement shall be made under oath. The commissioner of the revenue shall assess such applicant, or other person of whom

a license is required, with the license tax required by law, and shall issue a license, signed by him, to the applicant to prosecute the business, employment, profession or thing to be done therein named, which license shall not be valid or effective unless and until the tax required shall be paid to the treasurer, as collector of county taxes and levies, and such payment shall be shown on the license.

(Amend. of 5-9-2011)

Sec. 30-205. Duty of commissioner's office to ascertain zoning/approval of property.

- (a) It shall be the duty of the commissioner's office each year to have the zoning department review each application for a business license to determine if the location for the conducting of such business, trade or occupation is properly zoned and has the necessary use permit before making application for such business license as may be required.
- (b) The commissioner of the revenue in any case where he or she knows the location is no longer properly zoned for the type of business, trade or occupation applying for such business license, shall refuse to issue such business license until approval is received by the zoning department stating that the location has been properly zoned and/or the necessary use permit, if any, has been granted.
- (c) The commissioner of the revenue shall keep and maintain annual records of all business license applications for those licensed to conduct business within the county. Said records shall clearly distinguish between those businesses physically located within the county and those located without but conducting business within the county.

(Amend. of 5-9-2011)

Sec. 30-206. Rules of construction and collection of license taxes.

As to all questions in regard to the duty of conduct of officers of the county in collecting and enforcing the license fee tax imposed in this article, and in regard to questions of construction and for definitions of terms used in this article, and the rules and regulations applicable to implementing the provisions of this article, reference is hereby made to chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), for the assessment, levy, and collection of taxes for the current license year, and for fixing their powers, right, duties, and obligations, the provisions of chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), so far as applicable, are hereby adopted, without being specifically quoted in this section.

(Amend. of 5-9-2011)

Sec. 30-207. Fee Tax for issuing license; and exceptions.

- (1) The annual business license "flat rate" tax shall be \$50.00. ~~Any such person shall be required to apply for the license and pay an administrative fee of \$25.00 for such license.~~
- (2) Any person engaged in the business of designing, developing, or other creation of computer software for lease, sale, or license shall be exempt from the license tax ~~and administrative fee~~ as described in this article.
- (3) The county shall not impose a ~~license fee or levy~~ any license tax on the following however, licensing is still required pursuant to the terms herein:
 - a. On any public service corporation or any motor carrier, common carrier, or other carrier of passengers or property formerly certified by the Interstate Commerce Commission or presently registered for insurance purposes with the Surface Transportation Board of the United States

Department of Transportation, Federal Highway Administration, except as provided in Code of Virginia, § 58.1-3731 or as permitted by other provisions of law.

- b. For selling farm or domestic products or nursery products, ornamental or otherwise, or for the planting of nursery products, as an incident to the sale thereof, outside of the regular market houses and sheds of the county, provided that such products are grown or produced by the person offering them for sale.
- c. Upon the privilege or right of printing or publishing any newspaper, magazine, newsletter or other publication issued daily or regularly at average intervals not exceeding three months, provided the publication's subscription sales are exempt from state sales tax, or for the privilege or right of operating or conducting any radio or television broadcasting station or service.
- d. On a manufacturer for the privilege of manufacturing and selling goods, wares and merchandise at wholesale at the place of manufacture.
- e. On a person engaged in the business of severing minerals from the earth for the privilege of selling the severed mineral at wholesale at the place of severance, except as provided in Code of Virginia, §§ 58.1-3712 and 58.1-3713.
- f. Upon a wholesaler for the privilege of selling goods, wares and merchandise to other persons for resale unless such wholesaler has a definite place of business or store in the county. This subsection shall not be construed as prohibiting the county from imposing a local license tax on a peddler at wholesale pursuant to Code of Virginia, § 58.1-3718.
- g. Upon any person for engaging in the business of renting, as the owner of such property, real property other than hotels, motels, motor lodges, auto courts, tourist courts, travel trailer parks, lodging houses, campground parks, rooming houses and boardinghouses.
- h. On or measured by receipts for management, accounting, or administrative services provided on a group basis under a nonprofit cost-sharing agreement by a corporation which is an agricultural cooperative association under the provisions of Code of Virginia, § 13.1-312 et seq., or a member or subsidiary or affiliated association thereof, to other members of the same group. This exemption shall not exempt any such corporation from such license or other tax measured by receipts from outside the group.
- i. On or measured by receipts or purchases by an entity which is a member of an affiliated group of entities from other members of the same affiliated group. This exclusion shall not exempt affiliated entities from such license or other tax measured by receipts or purchases from outside the affiliated group. This exclusion also shall not preclude a locality from levying a wholesale merchant's license tax on an affiliated entity on those sales by the affiliated entity to a nonaffiliated entity, notwithstanding the fact that the wholesale merchant's license tax would be based upon purchases from an affiliated entity. Such tax shall be based on the purchase price of the goods sold to the nonaffiliated entity. As used in this subsection, the term "sales by the affiliated entity to a nonaffiliated entity" means sales by the affiliated entity to a nonaffiliated entity where goods sold by the affiliated entity or its agent are manufactured or stored in the commonwealth prior to their delivery to the nonaffiliated entity.
- j. On any insurance company subject to taxation under Code of Virginia, § 58.1-2500 et seq. or on any agent of such company.
- k. On any bank or trust company subject to taxation in Code of Virginia, § 58.1-1200 et seq.
- l. Upon a taxicab driver, if the locality has imposed a license tax upon the taxicab company for which the taxicab driver operates.
- m. On any blind person operating a vending stand or other business enterprise under the jurisdiction of the department for the blind and vision impaired, or a nominee of the department, as set forth in Code of Virginia, § 51.5-98.
- n. On an accredited religious practitioner in the practice of the religious tenets of any church or religious denomination. The term "accredited religious practitioner" shall be defined as one who

is engaged solely in praying for others upon accreditation by such church or religious denomination.

- o. Charitable nonprofit organization. For the purpose of this subsection, the term "charitable nonprofit organization" means an organization which is described in Internal Revenue Code 501 (c) (3) and to which contributions are deductible by the contributor under Internal Revenue Code 170, except that educational institutions shall be limited to schools, colleges and other similar institutions of learning.
- p. On total assessments paid by condominium unit owners for common expenses. "Common expenses" and "unit owner" have the same meanings as in Code of Virginia, § 55-79.41; or
- q. Qualifying transportation facility directly or indirectly owned or title to which is held by the commonwealth or any political subdivision thereof or by the United States as described in Code of Virginia, § 58.1-3606.1 and developed and/or operated pursuant to a concession under the Public-Private Transportation Act of 1995 (Code of Virginia, § 56-556 et seq.) or similar federal law.
- r. On any retailer or merchant. Retailers/merchants are subject to merchants capital tax pursuant to Code of Virginia, § 58.1-3509 et seq.
- s. Direct sellers as defined in Code of Virginia § 58.1-3719.1

(Amend. of 5-9-2011)

State Law reference— Similar provisions, Code of Virginia, § 58.1-3703.

Sec. 30-208. License requirement.

Every person shall apply for a license for each business or profession when engaging in a business in the county if the person has a definite place of business in the county; there is no definite place of business anywhere and the person resides in the county; or there is no definite place of business in the county but the person operates amusement machines or is classified as an itinerant merchant, peddler, carnival, circus, contractor, subject to Code of Virginia, § 58.1-3715, or public service corporation. A separate license shall be required for each definite place of business and for each business. A person engaged in two or more businesses or professions carried on at the same place of business may elect to obtain one license for all such businesses and professions if all of the following criteria are satisfied:

- (1) Each business or profession is subject to licensure at the location and has satisfied any requirements imposed by state law.
- (2) All of the businesses or professions are subject to the same flat rate license tax rate.
- (3) The taxpayer agrees to supply such information as the assessor may require concerning the nature of several businesses.

(Amend. of 5-9-2011)

Sec. 30-209. Due dates and penalties.

- (a) Each person subject to a license tax shall apply for a license prior to beginning business if he was not subject to licensure in the County on or before January 1 of the license year, or no later than March 1 of the license year if he had been issued a license for the preceding year. The application shall be on forms prescribed by the commissioner of the revenue.
- (b) The tax ~~and the administrative fee~~ shall be paid with the submission of any application **or billing**. ~~If the business or profession is exempt from licensure, the administrative fee shall also be exempt.~~

- (c) A penalty of ten percent of the license fee tax shall be imposed for failure to pay the tax by the appropriate due date. Only the late filing penalty shall be imposed by the assessing official if both the application and payment are late; however, both penalties may be assessed if the assessing official determines that the taxpayer has a history of noncompliance. If the failure to pay or file was not the fault of the taxpayer, the penalties shall not be imposed, or if imposed, shall be abated by the official who assessed them. In order to demonstrate lack of fault, the taxpayer must show that he acted responsibly and that failure was due to events beyond his control. The term "acted responsibly" shall mean that the taxpayer exercised the level of reasonable care that a prudent person would exercise under the circumstances in determining the filing obligations for the business, and the taxpayer undertook significant steps to avoid or mitigate the failure, such as requesting appropriate extensions (where applicable), attempting to prevent a foreseeable impediment, acting to remove an impediment once it occurred, and promptly rectifying a failure once the impediment was removed, or the failure discovered. The term "events beyond the taxpayer's control" include, but are not limited to, the unavailability of records due to fire or other casualty; the unavoidable absence (e.g., due to death or serious illness) of the person with the sole responsibility for tax compliance; or the taxpayer's reasonable reliance in good faith upon erroneous written information from the assessing official who was aware of the relevant facts relating to the taxpayer's business when he provided the erroneous information.
- (d) Interest shall be charged on the late payment of the tax from the due date until the date paid without regard to fault or other reason for the late payment. Whenever an assessment of an additional or omitted tax by the assessing official is found to be erroneous, all interest and penalty charged and collected on the amount of the assessment found to be erroneous shall be refunded together with interest on the refund from the date of payment or the due date, whichever is later. No interest shall be paid on a refund or charged on a late payment, provided the refund or the late payment is made not more than 30 days from the date of the payment that created the refund or the due date of the tax, whichever is later.

(Amend. of 5-9-2011; Amend. of 1-14-2013)

Secs. 30-210—30-245. Reserved.

Sec. 30-246. Display of license.

Every person required to pay a business license fee tax under the provisions of this article shall post/display the license in a prominent location visible to the public.

(Amend. of 5-9-2011)

Sec. 30-247. License assignable.

- (a) The commissioner of the revenue shall keep a record of each such assignment, and he or she shall notify the treasurer and zoning department thereof as each assignment is made.
- (b) It shall be unlawful for any person to assign any license except in conformity with the provisions of this section.

(Amend. of 5-9-2011)

Sec. 30-248. Subjects of taxation not mentioned in this article.

Nothing contained in this article shall be construed to repeal any fee and/or tax imposed by any other provision of this Code or other ordinance of the county upon motor vehicles, persons, property,

admissions, charges for utility services, or any subject not mentioned in this article, unless otherwise specified.

(Amend. of 5-9-2011)

Sec. 30-249. No tax imposed where prohibited by federal or state tax law.

Nothing in this article contained shall be construed as imposing any license tax on any business, occupation, profession, employment or activity, or on any part thereof, that federal or state law prohibits the county from imposing.

(Amend. of 5-9-2011)

Sec. 30-250. Failure to file required statement; false statements.

It shall be unlawful for any person subject to the payment of a license tax required under this article to fail or refuse to file any statement required by this article, or to knowingly make any false statement in any affidavit required by this article.

(Amend. of 5-9-2011)

Sec. 30-251. Certain administrative and enforcement duties of the commissioner of the revenue; disposition of license fees tax and fines collected.

- (a) It shall be the duty of the commissioner of the revenue to require all persons prosecuting any business, employment, profession, or activity for which a license is provided to procure such and pay the fee tax therefor; and should there be any license fee tax not paid, it shall be his or her duty to report any and all delinquents to the ~~county~~ commonwealth attorney and treasurer for prosecution and/or collections.
- (b) The commissioner of the revenue shall report monthly to the treasurer the aggregate amount of licenses.
- (c) All licenses and fines collected under this article shall be paid to the treasurer of this county to be deposited in the general fund.

(Amend. of 5-9-2011)

Sec. 30-252. Suspension and revocation of licenses.

Any license issued pursuant to this article may be suspended or revoked by the commissioner of the revenue or the board of supervisors for any of the following reasons:

- (1) Suspension or revocation by the state of a similar state license.
- (2) Any reason which would have denied the issuance of the license.
- (3) Any violation of this article or any violation of a condition stated in the license.
- (4) Conviction of a felony.
- (5) Any person who is delinquent in the payment of any local tax on personal, machinery, or real property within King and Queen County.

- (6) Any person currently in violation of any building code, zoning ordinance, state regulation or county ordinance.

(Amend. of 5-9-2011)

Sec. 30-253. Violations and penalties.

Violations of the provisions of this article shall be subject to all rights and remedies available to the county under Virginia law, both civil and criminal.

(Amend. of 5-9-2011)

Diane Gaber

From: Donna Sprouse
Sent: Thursday, September 12, 2019 9:10 AM
To: Diane Gaber
Cc: Tom Swartzwelder
Subject: October Board Meeting Reminder

Diane,

I will have additional public hearing recommendations from the PC to add to the BOS agenda for their October meeting to set for public hearing during their November meeting. I wanted to be sure that I have the space provided in your agenda for all of them. The added information is as follows: (this is in addition to the Article 4. Table 4.1 text amendment to include fuel distribution facilities which you already have in your box) **PLEASE MAKE ALL COPIES IN AUTO DETECT COLOR.**

- a. **CUP19-02 & SP19-07 – Cellco Partnership’s d.b.a. Verizon Wireless (*public hearing*)**
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305’ communications tower, located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Property owned by R. Earl Parker.
- b. **CUP19-03 & SP19-08 – Cellco Partnership’s d.b.a. Verizon Wireless (*public hearing*)**
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199’ communications tower, located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Property owned by Mark V. Chandler.
- c. **ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z) (*public hearing*)**
Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

There is always a possibility that any of these could get tabled. I will inform you of their actions Tuesday, October 8, 2019.

Thanks, *Need to add 4th Hearing*

Donna Elliott Sprouse, CZA, CFM
Director of Community Development / GIS Coordinator
242 Allen’s Circle, Suite L
P.O. Box 177
King & Queen C.H., VA 23085
(804) 785-5975 x2, option 1



King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator
P.O. Box 177 • King and Queen Court House, Virginia 23085
Phone: (804) 785-5985 • Fax: (804) 785-5999

MEMORANDUM

TO: King & Queen County Board of Supervisors
Thomas J. Swartzwelder, County Administrator

FROM: Donna Sprouse, Director of Community Development

DATE: October 8, 2019

RE: Public Hearings – Conditional Use Permit CUP19-02 & Level 3 Site Plan SP19-07;
Conditional Use Permit CUP19-03 & Level 3 Site Plan SP19-08;
Zoning Text Amendment ZA19-04

During the October 7, 2019 Planning Commission meeting, the Planning Commission held a public hearing to consider the following...

- **CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless**
Request for approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower, located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Property owned by William C. & Michael Currie, C/o R. Earl Parker.

A motion was made by Mrs. Morton recommending approval of CUP19-02 & SP19-07, accepting staff's recommendation as presented, seconded by Mr. Coleman.

Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Harvey
Voting Against: None
Abstain: None

- **CUP19-03 & SP19-08 – Cellco Partnership’s d.b.a. Verizon Wireless**
Request for approval of a Conditional Use Permit and Level 3 Site Plan for a 199’ communications tower, located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¼ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Property owned by Mark V. Chandler.

A motion was made by Mr. Herrin recommending approval of CUP19-03 & SP19-08, accepting staff’s recommendation as presented, seconded by Mr. Watkins.

Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Harvey

Voting Against: None

Abstain: None

- **ZA19-04, Zoning Text Amendment – Article 14, Section 3-316A (y&z)**
Amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

A motion was made by Mr. Burns recommending approval of ZA19-04, accepting staff’s recommendation as presented, seconded by Mr. Watkins.

Voting For: Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Herrin, Harvey

Voting Against: None

Abstain: None

The Commission requests that the Board of Supervisors set a public hearing and accept their recommendation for approval.

King & Queen County Land Development Application

Planning & Zoning Department
P.O. Box 177
King & Queen Courthouse, VA 23085
Phone: (804) 785-5975 or (804) 769-5000
Fax: (804) 785-5999 or (804) 769-5070

CU19-02
SP19-07

**Please print in ink or use a typewriter*

Applicant: Cellco Partnership d/b/a/ Verizon Wireless

Applicant's Address: 1831 Rady Court, Richmond, VA 23222

Applicant's Phone: 804-901-7433

Agent (Contact Person): Stuart P. Squier, AICP

Agent's Address: 3126 W. Cary St. #604

Current Property Owner: William C. Currie & Michael T. Currie C/O R. Earl Parker

Owner's Address: 9077 Edgewater Circle, Mechanicsville, VA 23116

Owner's Phone: (804) 550-3659

Correspondence to be sent to: Applicant Owner Agent Other

Tax Map Number: 24-51L-430 Magisterial District: Stevensville

General Project Location: Approximately 1,000 feet east of intersection of State Route 14 and VA-631 in Stevensville

Size of Request: 36,000 square feet

*Are Proffer's being offered along with this Application: YES _____ or NO . If so please attach.

Check Appropriate Request:

Zoning Administrator

- _____ : Site Plan (Level 1)
- _____ : 1-2 Lot Subdivision Request
- _____ : Family Subdivision Review
- _____ : Boundary Line Adjustment
- _____ : Plat Approval

Planning Commission

- _____ : Site Plan (Level 2)
- _____ : Chesapeake Bay Exception
- _____ : Other
- _____ : Final Plat Review for Minor & Major Subdivision

Planning Commission & Board of Supervisors

- _____ : Rezoning
- : Conditional Use Permit
- _____ : Zoning Ordinance Text Amendment
- _____ : Subdivision Ordinance Text Amendment
- : Site Plan (Level 3)
- _____ : Other
- _____ : Preliminary Plat Review for Minor & Major Subdivision

Board of Zoning Appeals

- _____ : Administrative Appeal
- _____ : Variance
- _____ : Special Exception
- _____ : Other

King & Queen County Land Development Application

Complete As Applicable:

Name of Subdivision, Development, or Proposal: Verizon "Stevensville" Wireless Communication Facility

Proposal/Request: Obtain a conditional use permit and site plan approval to construct and operate a 300-foot self-support lattice telecommunication tower with a 5-foot lightning rod for 305-foot overall height.

Reason for Request: Applicant has a need for a structure on which to hang its antennas in order to extend wireless service north of the Mattaponi River into King and Queen County. There are no existing towers or tall structures in the area on which Applicant can co-locate its antennas.

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature:  Date: July 16, 2019

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the Zoning Administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: R Earl Parker Date: July 22, 2019

**Conditional Use Permit Application &
Site Plan (Level 3)
Cellco Partnership d/b/a Verizon Wireless
300-Foot Self-Supporting Lattice Telecommunication Tower
With a 5-Foot Lightning Rod
Parcel ID 24-51L-430 (“Property”)**

Use Narrative

Cellco Partnership d/b/a Verizon Wireless (“Applicant”) is making this application to construct and operate a 300-foot self-support lattice communication tower with a 5-foot lightning rod on a 10,000 square foot portion of the referenced Property. The Applicant is licensed by the Federal Communications Commission to provide wireless communications services throughout King and Queen County (“County”) and the surrounding region. As indicated on the attached network map, the Applicant currently has a need for an antenna site to improve wireless service north of the Mattaponi River into King and Queen County from sites to the south labeled “King William”, “King and Queen” and “Whites Shop” on the enclosed aerial map. The sites labeled “King and Queen” and “Whites Shop” are not on the air yet, but are planned to be completed later this year. The site labeled “King and Queen” will be an antenna installation on an existing tower near the King and Queen Courthouse. The proposed tower site labeled “Stevensville” is the yellow pin near the center of the map.

Like the networks of all other wireless carriers, the Applicant’s network of antenna sites is largely based on the use of existing towers and tall structures built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its coverage objectives, the Applicant first searched the area near the yellow pin to locate existing towers and/or tall structures on which it could co-locate its antennas. Absent a suitable existing tower or tall structure on which it could co-locate its antennas, the Applicant is seeking a conditional use permit and site plan (Level 3) approval in order to construct a new tower on the subject Property. As indicated above, the Applicant will be locating its antennas on the existing tower to the south at King and Queen Courthouse. That site will work in tandem with this site to enhance the Applicant’s coverage of the County and enable it to provide more robust wireless services.

Once the Applicant determined that it had a need for a new structure on which to hang its antennas, it searched for large remote properties within its search area. The proposed self-supporting lattice tower will be made of galvanized steel and will be located over 1,000 feet from the nearest public road. It will be designed to accommodate a total of four (4) sets of antennas, including those of the Applicant in order to foster the County’s goals of collocation and improved wireless services. As the enclosed site plan indicates, the large trees and mature vegetation along the southern property line of the Property will provide an excellent natural buffer to those adjacent properties to the south. In addition, the proposed tower will be located in a somewhat remote portion of the

Property, which is over 110 acres in size. The closest home, which is to the west of the proposed tower, is over 900 feet away. The view of the base of the tower and the communications equipment on the ground will be screened with a four (4) foot strip of Leland cypress trees six (6) feet in height at planting, which will be planted along the exterior of the security fence.

The proposed tower facility will be accessed from an existing gravel access drive/curb cut on The Trail (S.R. 14). The facility will be unmanned and will be visited infrequently by technicians. The noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Given the location of the proposed tower in a heavily vegetated unused portion of the subject Property fairly far from any homes, this site is the ideal location for a new tower, which is passive in nature, and will have a minimal impact on surrounding uses.

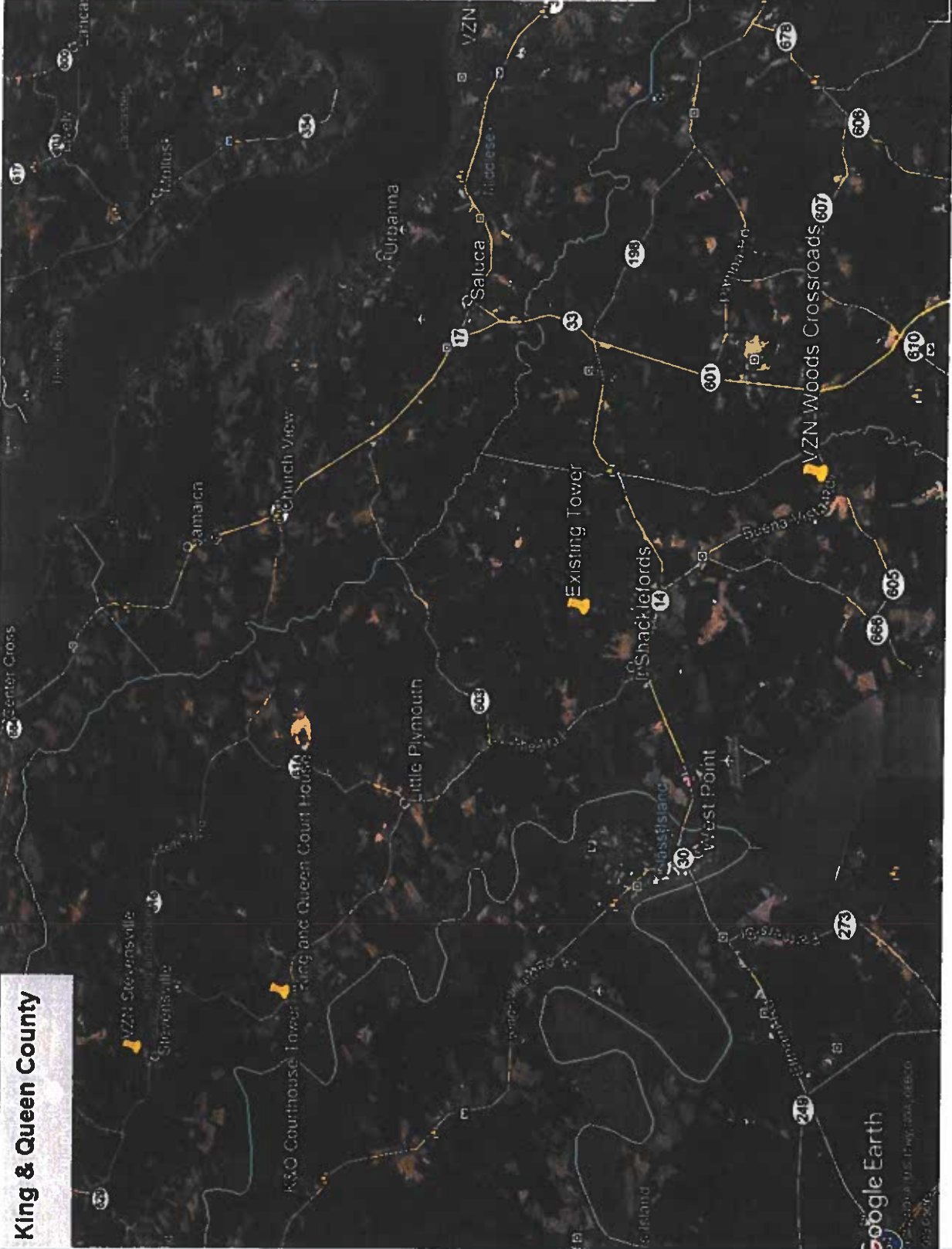
King and Queen area network map

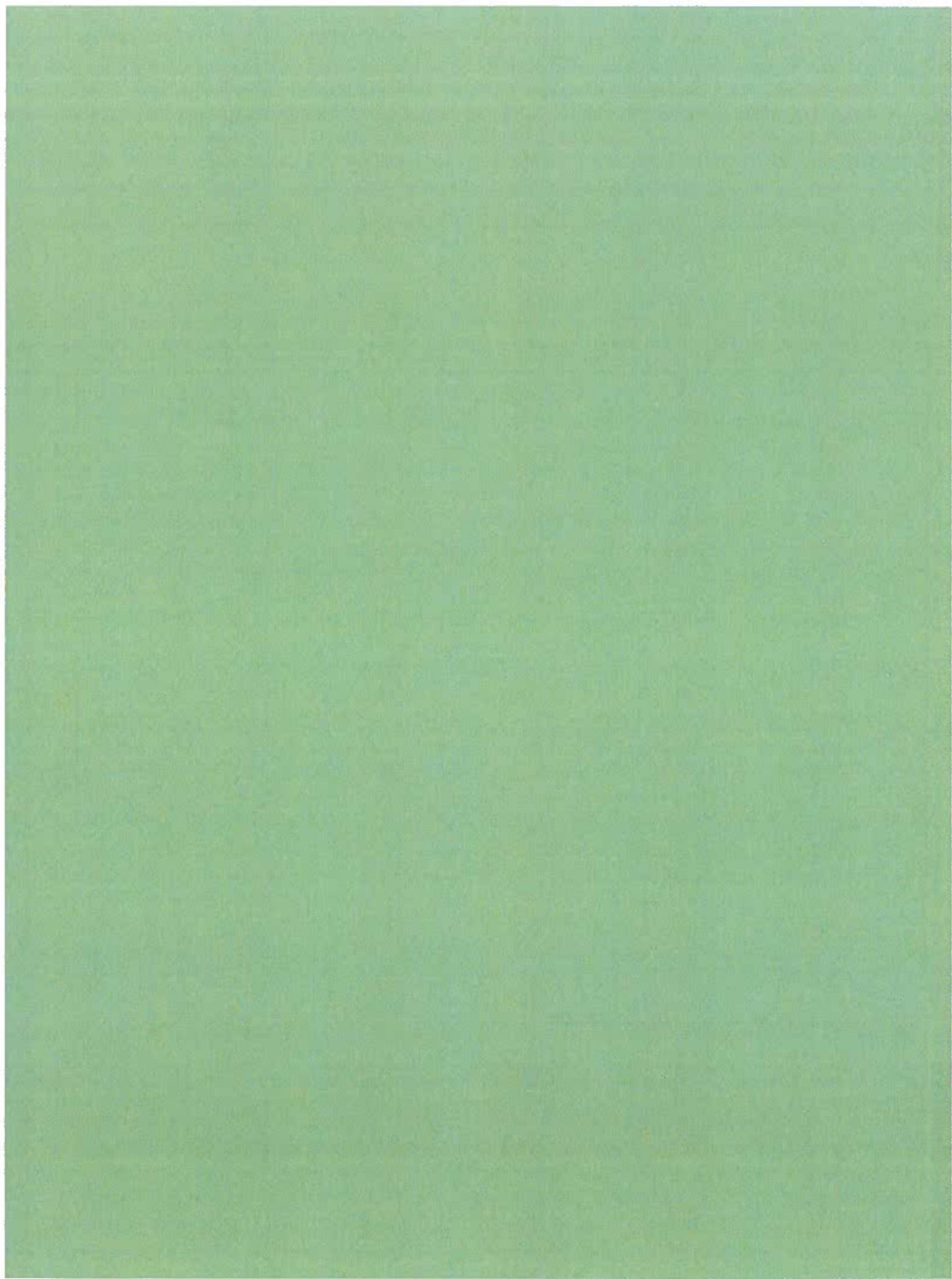
Circles indicate 2-mile radius



King & Queen County

- Legend**
- Bay School Community Arts Center
 - Birdsong Center
 - Church
 - Dadaab Refugee Camp
 - Deltaville Ballpark
 - Feature 1
 - Feature 2
 - Feature 3
 - Feature 4
 - Feature 5
 - Feature 6
 - Feature 7
 - Feature 8
 - Foundation for Historic Crmst Church
 - King & Queen Sheriffs Office
 - Manna
 - Middlesex Elermentary School
 - Museum
 - New Kent County Sheriffs Office
 - Ocean Products Research Inc
 - Resort
 - Riverside
 - Tower
 - West Point Volunteer Fire and Rescue





King & Queen County Land Development Application

Planning & Zoning Department
P.O. Box 177
King & Queen Courthouse, VA 23085
Phone: (804) 785-5975 or (804) 769-5000
Fax: (804) 785-5999 or (804) 769-5070

CUP19-03
SPI9-08

**Please print in ink or use a typewriter*

Applicant: Cellco Partnership (d/b/a Verizon Wireless)

Applicant's Address: 1831 Rady Court, Richmond, VA 23222

Applicant's Phone: (757) 817-6628 (Jeff Holland, agent) // jholland@nbcllc.com

Agent (Contact Person): Jeff Holland, Network Building + Consulting, LLC

Agent's Address: 4435 Waterfront Drive, Suite 100, Glen Allen, VA 23060

Current Property Owner: Mark Vincent Chandler

Owner's Address: 2505 Plain View Lane, Plain View, VA 23156

Owner's Phone: _____

Correspondence to be sent to: _____ Applicant _____ Owner Agent _____ Other _____

Tax Map Number: 23-66L-270 Magisterial District: Buena Vista

General Project Location: Buena Vista Road, Saluda, VA 23149

Size of Request: _____

*Are Proffer's being offered along with this Application: YES _____ or NO . If so please attach.

Check Appropriate Request:

Zoning Administrator

- _____ : Site Plan (Level 1)
- _____ : 1-2 Lot Subdivision Request
- _____ : Family Subdivision Review
- _____ : Boundary Line Adjustment
- _____ : Plat Approval

Planning Commission

- _____ : Site Plan (Level 2)
- _____ : Chesapeake Bay Exception
- _____ : Other
- _____ : Final Plat Review for Minor & Major Subdivision

Planning Commission & Board of Supervisors

- _____ : Rezoning
- : Conditional Use Permit
- _____ : Zoning Ordinance Text Amendment
- _____ : Subdivision Ordinance Text Amendment
- : Site Plan (Level 3)
- _____ : Other
- _____ : Preliminary Plat Review for Minor & Major Subdivision

Board of Zoning Appeals

- _____ : Administrative Appeal
- _____ : Variance
- _____ : Special Exception
- _____ : Other

King & Queen County Land Development Application

Complete As Applicable:

Name of Subdivision, Development, or Proposal: Verizon Wireless - Woods Crossroads

Proposal/Request: Request for CUP and site plan approval

Reason for Request: Verizon Wireless proposes to construct a 199' monopole tower within a 50'x50' fenced compound that is located within a 100'x100' lease area

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: Linda French Date: 8/20/2019

Owner: I have read this completed application, understand its content, and freely consent to its filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the Zoning Administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: Mary V. Anderson Date: 8/9/2019



Network Field Engineering

1831 Rady Court
Richmond, VA 23222

Applicant: Cellco Partnership (d/b/a Verizon Wireless)
Conditional Use Permit Application – King & Queen County
Project Narrative
Site Name: Woods Crossroads
Tax Map #23-66L-270
Buena Vista Road, Saluda, VA 23149

Cellco Partnership d/b/a Verizon Wireless ("Applicant") is making this application to construct and operate a 195-foot monopole communication tower with a 4-foot lightning rod on a 2,500 square foot portion of the subject property. As indicated on the attached network map, the Applicant currently has a need for an antenna site to improve wireless service along Buena Vista Road (Route 14) in King and Queen County. The proposed antenna site will connect with an existing tower, owned by SBA, which is approximately 5 ½ miles to the north labeled "Existing Tower" on the attached aerial network map and on which the Applicant is currently operating antennas. The site labeled "King and Queen Courthouse" will be an antenna installation on an existing tower near the King and Queen Courthouse. The Applicant will complete its proposed antenna installations in King & Queen County with a proposed tower site labeled "VZN Stevensville" in the northern portion of the County. That proposed tower will be the subject of a separate conditional use permit application.

The subject property is an approximately 29.5 acre parcel zoned A, Agricultural District, located on tax map 23-66L-270. In accordance Article 8 of the King & Queen County Zoning Ordinance, towers are permitted subject to an approved Conditional Use Permit. The submission requirements listed in this section are as follows:

ARTICLE 8. - TELECOMMUNICATION TOWERS AND ANTENNAS

Sec. 3-173. - Availability of suitable existing towers or other structures.

No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the governing authority that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following:

1. No existing towers or structures are located within the geographic area required to meet the applicant's engineering requirements.
2. Existing towers or structures are not of sufficient height to meet the applicant's engineering.
3. Existing towers or structures do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.
4. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.
5. The fees, cost, or contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.



6. The applicant demonstrated that there are other limiting factors that render existing towers and structures unsuitable.

Like the networks of all other wireless carriers, the Applicant's network of antenna sites is largely based on the use of existing towers and tall structures, built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its service objectives, the Applicant first searched the area near the yellow pin labeled "VZN Woods Crossroads" on the attached aerial network map aerial for existing towers and/or tall structures on which it could co-locate its antennas. Because there were no existing towers or structures in the search area on which the Applicant could locate its antennas, the Applicant is seeking this Conditional Use Permit from the Board of Supervisors in order to construct a galvanized steel monopole tower, which will not be marked or lit, in a heavily vegetated portion of the subject property.

Sec. 3-174. - Setbacks and separation.

The following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required; provided, however, that the governing authority may reduce the standard setbacks and separation requirements if the goals of this article would be better served thereby:

1. Towers must be set back a distance equal to 200 percent of the height of the tower from any existing off-site residential structure and in no case less than 400 feet;
2. Towers, guys, and accessory facilities must satisfy the minimum zoning district setback requirements for primary structures; and
3. The distance from the base of all towers to the property boundary of the parcel upon which the tower is located shall be 110 percent of the height of the tower.

The proposed tower will comply with all setback requirements. The closest single family residence is 525 feet away. The tower will meet all underlying zoning district setbacks in the Agricultural District. The closest property line to the tower will be 260 feet away, which is more than 110% of the tower height (199 ft. x 110% = 218.9 feet).

Sec. 3-175. - Security fencing.

Towers shall be enclosed by security fencing not less than ten feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements, as it deems appropriate.

A 10 foot chain-link fence with barbed wire will be around the compound.

Sec. 3-176. - Landscaping.

The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required; provided, however, that the governing authority may waive such requirements if the goals of this article would be better served thereby:

1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the support buildings from adjacent property. The standard buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound.
2. In locations where the visual impact of the tower would be minimal, the landscaping requirement may be reduced or waived altogether.
3. Existing mature tree growth and natural landforms on the site shall be preserved to the maximum extent possible. In some cases, such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.
4. If the base of the tower becomes visible from the adjacent property lines because of changes on the subject property, the base shall promptly be screened with evergreen landscaping where visible, as determined by the zoning administrator.

As the site plan indicates, the majority of the large trees and mature vegetation surrounding the proposed tower site will remain in place providing an excellent natural buffer. The tower compound will not be visible from any adjacent property or the closest public street. Given the existing mature vegetation surrounding the site and the distance between the compound and the nearest public road and residences, the Applicant is seeking a waiver of the landscaping requirements contained in the Section 3-176 of the County's Zoning Ordinance with regard the otherwise required landscaping around the tower compound, which will be screened from view by existing mature vegetation.

Sec. 3-177. - Local government access.

Owners of towers shall provide the county collocation opportunities without compensation as a community benefit to improve radio communication for county departments and emergency services.

In accordance with Virginia Code §15.2-2316.4:2, tower applicants are no longer required to provide collocation opportunities to municipalities without compensation.

Sec. 3-178. - Removal of appended antennas and towers.

Any antenna or tower that is not operated for a continuous period of six months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers, underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

Noted.

Sec. 3-179. - Design and lighting.

The requirement set forth in this section shall govern the location of all towers and the installation of all antennas governed by the supplementary regulations.

1. Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color, so as to reduce visual obtrusiveness. Dish antennas will be of a neutral, nonreflective color with no logos.

The proposed tower will be a galvanized steel color and will not be marked or lit.

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

No equipment shelter will be used. Outdoor cabinets and equipment will be used inside the fenced compound. The existing vegetation will screen the compound from adjacent properties and the nearest public street.

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

Not applicable.

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

The proposed tower will not be marked or lit.

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

The proposed tower will not have advertising on it.

6. To permit collocation, the tower shall be designed and constructed to permit extensions to a maximum height of 199 feet, except as otherwise provided in the approved conditional use permit.

The proposed tower is already designed to be 199 feet.



7. Towers shall be designed to collapse within the lot lines in case of structural failure.

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

8. Except where the provisions of an approved conditional use permit by special exception or other governmental regulations restrict the height of the tower, or where a stealth design is used, an engineering report, certifying that the proposed tower is compatible for collocation with a minimum of four users including the primary user, must be submitted. If the height of the tower is restricted or a stealth design is used and the tower cannot accommodate four users, then a report must be submitted that describes the design limitations for collocation.

Tower design drawings prepared by a registered structural or civil engineer will be submitted with the building permit application for the tower and will demonstrate that the facility will be designed to support the antennas of at least four (4) users, including the Applicant's antennas.

Sec. 3-180. - Federal requirements.

All new towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this article shall bring such towers and antennas into compliance with such revised standards as required. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.

The Applicant will comply with all standards and regulations of the FAA, FCC, and any other agency of the federal government.

Sec. 3-181. - Building codes.

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

All applicable federal, state and local building codes and regulations will be complied with.

Sec. 3-182. - Factors considered in granting conditional use permits.

The governing authority shall consider the following factors in determining whether to issue a special use permit, although the governing authority may waive or reduce the burden on the applicant of one or more of these criteria if the governing authority concludes that the goals of this article are better served thereby:

1. Height of the proposed tower;



The proposed tower will be 195 feet with a 4 foot lightning rod for a total height of 199 feet above ground level.

2. Proximity of the tower to residential structures and residential district boundaries;

The closest single family residence is 525 feet away. The general area is all zoned Agricultural District, and the closest residential zoning district is over 3 miles away.

3. Nature of the uses on adjacent and nearby properties;

All adjacent and nearby properties are zoned Agricultural District and are generally single family residences on 2+ acre lots or large vacant lots used for agricultural purposes.

4. Surrounding topography;

The general topography of the subject parcel and adjacent properties is relatively flat. Steep slopes surround the river/creek that is located to the south and east (approximately 1 mile east and south).

5. Surrounding tree coverage and foliage;

The subject parcel is heavily wooded in the middle and rear of the parcel. The proposed cell tower will be located within the heavily wooded middle section of the property.

6. Design of the tower with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness;

Although, the top portion of the monopole tower will be visible from some adjacent properties, it will have a galvanized steel finish which will blend with the blue sky. The fenced compound will not be visible from adjacent properties or the public street.

7. Proposed ingress and egress;

The proposed tower will be accessed from an existing gravel access drive/curb cut on Buena Vista Road (Route 14).

8. Collocation policy which outlines policy regarding company's willingness to collocate on other company towers, company's willingness to accept other uses on its towers and fees charged for additional antennas;

See enclosed Verizon Wireless collocation guidelines.

9. Language of the lease agreement;

See enclosed memorandum of lease.

10. Consistency with the comprehensive plan and the purposes to be served by zoning; and

The need for better wireless service in King & Queen County is quite clear. The proposed wireless communications facility would not only provide quality wireless services for County residents, in a manner that will have minimal impact on surrounding uses and will not generate or increase traffic, but it will also advance goals and objectives adopted by the County in the Comprehensive Plan:

Telecommunications – complete wireless coverage in the County is needed. The proposed facility will improve cellular coverage in the southern portion of the County along Route 14. The proposed facility will also be designed to have four (4) users including the primary user, Verizon Wireless. There is sufficient space for other carriers including the County's E-911 to collocate on this facility.

Education – investing and improving public schools and libraries to provide quality facilities and outstanding educational opportunities for youth is imperative. In today's interconnected world, schools and libraries are using the internet more and more. Having a strong wireless network is required for student's schools to properly function in connected learning environment.

Rural Atmosphere – only minimal clearing is required for the proposed facility. It will be located in a heavily wooded area on a large parcel (29.44 acres). The rural character of the parcel and surrounding area will not be altered.

The facility will be unmanned and will be visited infrequently by technicians. The noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Given the location of the proposed tower in a heavily vegetated unused portion of the subject property fairly far from any homes, this site is the ideal location for a new tower, which is passive in nature, and will have a minimal impact on surrounding uses.

11. Availability of suitable existing towers and other structures as discussed in section 3-173 of this article.

Like the networks of all other wireless carriers, the Applicant's network of antenna sites is largely based on the use of existing towers and tall structures, built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its service objectives, the Applicant first searched the area near the yellow pin labeled, "VZN Woods Crossroads" on the attached network map aerial for existing towers and/or tall structures on which it could co-locate its antennas.



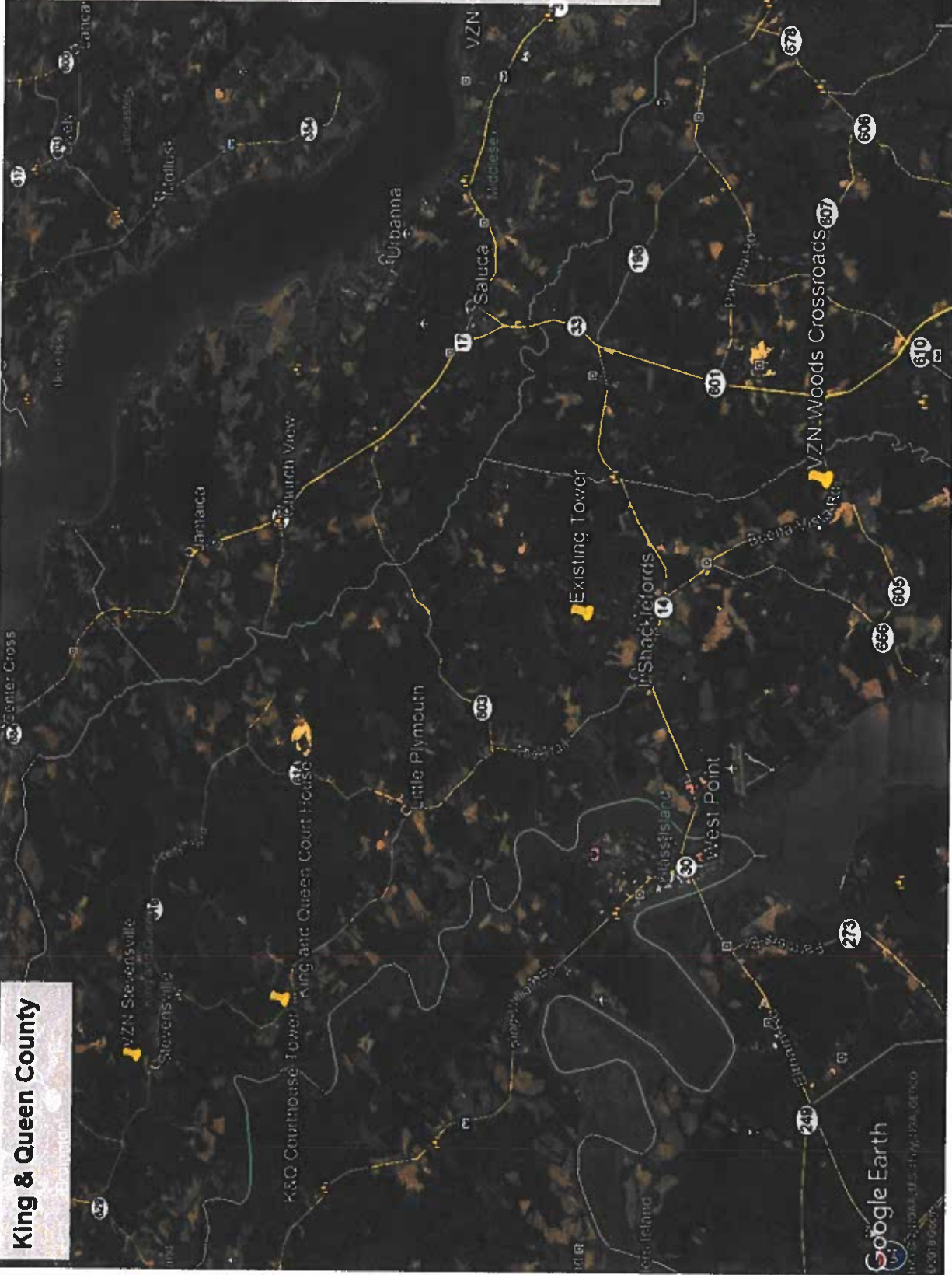
Network Field Engineering

1831 Rady Court
Richmond, VA 23222

Because there were no existing towers or structures in the search area on which the Applicant could locate its antennas, the Applicant is seeking this Conditional Use Permit from the Board of Supervisors in order to construct a galvanized steel monopole tower, which will not be marked or lit, in a heavily vegetated portion of the subject property.

King & Queen County

- Legend**
- Bay School Community Arts Center
 - Birdsong Center
 - Church
 - Dadaab Refugee Camp
 - Deltaville Ballpark
 - Feature 1
 - Feature 2
 - Feature 3
 - Feature 4
 - Feature 5
 - Feature 6
 - Feature 7
 - Feature 8
 - Feature 9
 - Foundation for Historic Christ Church
 - King & Queen Sheriff's Office
 - Marina
 - Middlesex Elementary School
 - Museum
 - New Kent County Sheriff's Office
 - Ocean Products Research Inc
 - Resort
 - Riverside
 - Tower
 - West Point Volunteer Fire and Rescue





ZA19-04

**KING & QUEEN COUNTY
Land Development Application
Planning & Zoning Department**

(804) 785-5985
(804) 769-0511
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to: Applicant Owner Agent Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES or NO
If so please Attach.
Check Appropriate Request:

Zoning Administrator

- : Site Plan (Level 1)
- : 1-2 Lot Subdivision Approval
- : Estate Subdivision Review

Planning Commission

- : Site Plan (Level 2)
- : Section 15.1-455
- : Other

Planning Commission & Board of Supervisors

- : Rezoning
- : Conditional Use Permit
- : Zoning Ordinance Text Amendment
- : Subdivision Ordinance Text Amendment
- : Site Plan (Level 3)
- : Other

Board of Zoning Appeals

- : Administrative Appeal
- : Variance
- : Special Exception
- : Other

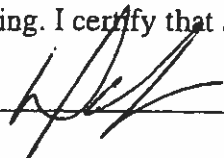
Complete As Applicable:

Name of Subd'n, Development, or Proposal: _____

Proposal/Request: Article 14, Site Plan Requirements, Section 3-316A (y&z)

Reason for request: To Add specific regulatory agencies and include adjoining parcels

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature:  Date: 9/3/19

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: _____ Date: _____

ARTICLE 14 SITE PLAN REQUIREMENTS

3-310 Purpose

The purpose of this Article is to promote the orderly development of land within the County by ensuring: (i) that land development activities are planned in a manner consistent with the comprehensive plan and development policies of the County; (ii) that specific development projects are planned to achieve harmony with the immediately surrounding environment; (iii) that each project contains proper internal and external circulation and other infrastructure consistent with the objectives of the County for the area in which a proposed use is located; and (iv) that the use of land occurs in such a manner as to preserve the community's valuable natural resources.

3-311 Site Plans, When Required, Notice Required

A. Uses Requiring Site Plans

A site plan shall be submitted to and approved by the appropriate authority for the following uses:

- (1) Any use within a Chesapeake Bay RPA or RMA, which involves more than twenty-five hundred (2,500) square feet of land disturbance
- (2) Any proposed use in the Floodplain Overlay District
- (3) Any development fronting a navigable waterway
- (4) Multi-Family Residential Projects
- (5) Any Minor and Major Subdivision Projects
- (6) Rural Residential Cluster Developments
- (7) Planned Unit Developments
- (8) Conditional Uses
- (9) Any Commercial or Business Use
- (10) Any Industrial or Manufacturing Use
- (11) Institutional or Governmental Projects

B. Waiver of Requirements

Any requirement of this Article may be waived when the waiver is not adverse to the purpose of this Article and when the applicant establishes that, in a specific case, an undue hardship would result from the strict enforcement of this Article. Such waiver shall be authorized by the official commission or board responsible for approving site plans as

established in the following section only after a written request by the applicant.

3-312 Levels of Site Plan Development Reviews

Because the degree of complexity varies among various development projects, the requirements for site plan submissions and reviews are grouped into three levels according to the complexity of the project and the actions necessary for approval. Notwithstanding the review requirements of this Ordinance, this Article is not intended to exempt an applicant from any review, which may be required by other provisions of this Ordinance or other land development ordinances of the County.

- A. **Level One Site Plan Approval:** requires review and approval of site plans by the Zoning Administrator only. The following uses are subject to this level of review unless a use is required to have a higher level of review under the next two subsections:
 - (1) Any use within a Chesapeake Bay Protection Area Overlay District, which involves more than twenty-five hundred (2500) square feet of land disturbance
 - (2) Any use in the Floodplain Overlay District
 - (3) Any development fronting a navigable waterway
 - (4) Limited Business Uses

- B. **Level Two Site Plan Approval:** requires review and approval of site plans by the Planning Commission. The following uses are subject to this level of review:
 - (1) Multi-Family Residential Projects
 - (2) Any Minor and Major Subdivision Project
 - (3) General Business 1 "GB-1" Use

- C. **Level Three Site Plan Approval:** requires review and approval of site plans by the Board of Supervisors with recommendations by the Planning Commission. The following uses are subject to this level of review:
 - (1) Rural Residential Cluster Developments
 - (2) Planned Unit Developments
 - (3) Conditional Uses
 - (4) Light Industrial Use
 - (4) Industrial or Manufacturing Use
 - (5) Institutional or Governmental Use

- (7) General Business 2 "GB-2" Use

3-313 Pre-Application Conference

Prior to submitting a preliminary site plan, the applicant should schedule a pre-application conference with the Zoning Administrator. A preliminary sketch may be submitted on the conference date.

The purpose of a preliminary sketch is to permit the Zoning Administrator to advise the applicant whether the proposed plans in general are in accordance with the requirements of this Ordinance. Upon submission of any preliminary sketch, the Zoning Administrator shall study it and advise the applicant wherein it appears that changes would be necessary. If the proposed development is to be reviewed by the Planning Commission and/or the Board of Supervisors, the Zoning Administrator shall advise the applicant as to the procedures to be followed.

3-314 Site Plan Submission Procedures

After the Pre-application Conference with the Zoning Administrator, an applicant may submit an application for site plan approval using one of the following procedures:

A. Level One Site Plan Review Procedures

- (1) The applicant submits ten (10) copies of a preliminary site plan to the Zoning Administrator.
- (2) The Zoning Administrator reviews the preliminary site plan for the purpose of assuring: (i) good arrangement, appearance, function, harmony with surroundings and adjacent uses; (ii) conformity with the objectives of the Comprehensive Plan; and (iii) compliance with these regulations.
- (3) After completing the review, the Zoning Administrator shall approve or disapprove the preliminary site plan within sixty days (60) days from the date the application was filed.
- (4) If the preliminary site plan is approved, the applicant shall submit the final site plan to the Zoning Administrator within ninety (90) days of the preliminary plan being approved.
- (5) In the event the preliminary site plan or any component thereof is disapproved, the Zoning Administrator shall so notify the applicant in writing. The Zoning Administrator may recommend appropriate modifications, which, if followed, would enable the application to be approved.
- (6) If the recommended modifications are unacceptable to the applicant, the applicant may appeal such administrative decision to the Board of Zoning Appeals within thirty (30) days as provided in Article 20.

- (7) Upon approval of the preliminary site plan, the applicant shall submit a final site plan to the Zoning Administrator for final approval.

B. Level Two Site Plan Review Procedures

- (1) The applicant submits twenty-five (25) copies of a preliminary site plan to the Zoning Administrator.
- (2) The Zoning Administrator reviews the preliminary site plan for conformity with the objectives of the Comprehensive Plan and compliance with applicable regulations and ordinances. The preliminary site plan shall then be transmitted to the Planning Commission together with an analysis by the Zoning Administrator.
- (3) The Planning Commission reviews the preliminary site plan for the purpose of assuring good arrangement, appearance, function, harmony with surroundings and adjacent uses and the objectives of the Comprehensive Plan.
- (4) The Planning Commission shall approve, approve with modifications, or disapprove the preliminary site plan. In approving the plan, the Planning Commission may establish such conditions and may require such modifications as to assure compliance with this section.
- (5) Upon approval of the preliminary site plan, the applicant shall submit a final site plan to the Zoning Administrator for final approval.

C. Level Three Site Plan Review Procedures

- (1) Unless otherwise provided in this Ordinance, applications for level three-site plan review require the submission of a general development plan for informal review prior to the submission of a preliminary site plan. The applicant shall submit twenty-five (25) copies of the general development plan to the Zoning Administrator and request a hearing with the Planning Commission for the purpose of guidance and comment concerning the proposed development. No official action shall be taken by the Planning Commission at said meeting and no commitments shall be made by the County or any agency thereof at said meeting.
- (2) The Zoning Administrator shall prepare an analysis of the general development plan and a brief report stating whether the site plan is in general conformity with applicable regulations and/or policies contained in the County's Comprehensive Plan. The Zoning Administrator's report may recommend actions that would enable the plan to meet county requirements, should it not meet such requirements as submitted. This report will accompany the general development plan when submitted to the Planning Commission.
- (3) The general development plan may be general in nature and schematic in form, but must show the following:
 - (a) A map of the subject property at a scale of not less than one (1) inch equals

- two hundred (200) feet showing property lines and general topographic features.
- (b) Existing and proposed land uses.
 - (c) Where applicable, the approximate number and size of lots, project density and dwelling types.
 - (d) The general location of proposed open space, including recreational and preservation areas.
 - (e) The general location and character of the proposed major roads, trails, public utilities, storm water management systems and other major features.
 - (f) Any additional information deemed reasonably necessary by the Zoning Administrator.
- (4) After preparing a general development plan and receiving the Planning Commission's comments concerning the proposal, the applicant may submit a preliminary site plan to the Zoning Administrator.
 - (5) Upon determination by the Zoning Administrator that the application is complete, the preliminary site plan and supplementary documents shall be submitted to the Planning Commission for formal review.
 - (6) The Planning Commission shall review the preliminary site plan and, if the application includes a request for a change in zoning or conditional use permit, the Commission shall hold a public hearing thereon in accordance with the provisions contained in Title 15.2, Sections 15.2-2204, 15.2-2205 and 15.2-2285 of the Code of Virginia (1950), as amended.
 - (7) The Planning Commission shall make its recommendation to the Board of Supervisors within one hundred (100) days following the first meeting of the Planning Commission after the preliminary site plan and application for rezoning have been referred to it.
 - (8) The Board of Supervisors shall: (i) consider the proposed development and hold a public hearing thereon in accordance with provisions contained in Title 15.2, Sections 15.2-2204, 15.2-2205 and 15.2-2285 of the Code of Virginia, 1950, as amended, and (ii) approve or disapprove the application for zoning change or conditional use permit. If the Board approves the zoning change or conditional use permit, it shall approve, approve with modifications, or disapprove the preliminary site plan.
 - (9) In the event that a preliminary site plan shall be approved with modifications by the Board of Supervisors, the Board of Supervisors may continue the public hearing on the rezoning application to a certain date in order to permit the applicant to modify the development plan in accordance with such modifications.

- (10) Upon approval of the preliminary site plan, the applicant may submit a final site plan to the Zoning Administrator for final approval.

3-315 Amendments to Site Plans

Any amendment or change of substance in an approved site plan shall be subject to the same procedures as required for a new site plan application, provided that minor modifications to an approved site plan may be authorized by the Zoning Administrator when such modifications do not:

-) alter the boundaries of the property significantly;
-) conflict with specific requirements of this Ordinance or specific conditions of the approved site plan;
-) decrease the width or depth of any yard, setback or buffer areas;
-) alter points of access to the property or the internal arrangement of site plan elements significantly; and
-) have an appreciable effect on surrounding properties.

3-316 Requirements for Site Plans

An application for approval of any development or use of land requiring a site plan under this Ordinance shall be accompanied by a preliminary site plan. Based upon an approved preliminary site plan, the applicant shall submit a final site plan for approval prior to commencement of construction. Unless specific items are waived by the Zoning Administrator, site plans shall conform to the following requirements.

A. Preparation of Preliminary Site Plans

The preliminary site plan shall comply with the following items:

- (1) A preliminary site plan may be prepared by the owner of the land proposed to be developed, or any professional architect, engineer, land surveyor, land planner, landscape architect or other professional having training or experience in land planning or design.
- (2) The site plan shall show:
 - (a) The proposed title of the project and the developer's name;
 - (b) The name of the person or firm who prepared the plan;
 - (c) North point, scale, and date;
 - (d) The boundaries of the property involved, the proposed locations of all

- existing easements, property lines, existing streets, waterways, major tree masses or wooded areas and other existing physical features in or adjoining the project;
- (e) Unless otherwise approved by the Zoning Administrator, topography of the project area with a contour interval of one (1) foot for any site of two (2) acres or less; otherwise, two (2) feet;
 - (f) If applicable, the approximate location and sizes of sanitary sewers or water mains, existing or planned, in or near the project;
 - (g) The location and character of proposed construction including: streets, driveways, parking and loading areas, curb cuts approved VDOT, entrances and exits, outdoor lighting systems, and other significant features;
 - (h) The general locations of proposed lots, setback lines, easements, reservation for parks, playgrounds, school sites or other open spaces or preservation areas;
 - (i) The location with respect to each other and to lot lines and approximate height of all proposed buildings and structures. The locations and footprints of buildings shall be drawn to scale but full dimensioning is not required on preliminary site plan;
 - (j) Location and dimensions of all areas of land disturbance;
 - (k) Preliminary plans and elevations of dwellings types and other buildings, where applicable;
 - (l) General location, height, and materials of all fences, walls, screen plantings, and landscaping, waste receptacles, when to be used on the site. Waste receptacles shall be screened and method of screening shall also be shown;
 - (m) General location, character, size and height and orientation of proposed signs;
 - (n) The location of boundary lines of any Chesapeake Bay Preservation Area, RPA including buffer areas, or RMA;
 - (o) For any development or redevelopment within a Chesapeake Bay Preservation Area, which involves more than twenty five hundred (2500) square feet of land-disturbance, the following additional documents shall be submitted in accordance with Article 12 of this Ordinance.
 - 1) An environmental site assessment
 - 2) A landscape plan

- 3) A storm water management plan
- 4) An erosion and sediment control plan
- (p) A tabulation of the following data: (i) total project area; (ii) area within the RPA and/or the RMA; (iii) any area having slopes greater than twenty (20) percent; or (iv) wetlands;
- (q) For multi-family residential projects, a tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre;
- (r) A vicinity map at a scale of not less than one (1) inch equals two thousand (2,000) feet;
- (s) A statement which confirms the ownership of the property, the nature of the applicant's interest in the same, and the place of record of the latest instrument in the change of title for each parcel constituting the subject property;
- (t) A statement from the Virginia Department of Health approving drain field locations including septic tank back-up drainage fields when required;
- (u) Where applicable, a statement from the Virginia Department of Transportation approving the locations of any proposed roads which are intended for acceptance into the secondary road system;
- (v) Existing zoning classification(s);
- (w) The shortest distances from all property lines to all existing and proposed structures;
- (x) The approximate limit of the 100-year floodplain;
- (y) Documentation of all existing permits and applications relevant to the parcel and/or adjacent parcel, including but not limited to: Health Department permits for all wells and septic drain fields; all existing zoning permits and zoning applications; applications for rezoning, special use and conditional use permits; and zoning variances; and
- (z) Any additional information required by the Zoning Administrator necessary to evaluate the character and the impact of the proposed project. Such information required may include, but is not limited to: Environmental Protection Agency (EPA), Code of Federal Regulations (CFR), Department of Environmental Quality (DEQ), National Fire Protection Association (NFPA), Uniform Statewide Building Code (USBC), VA Statewide Fire Prevention Code (SFPC), Pipeline and Hazardous Materials Safety Administrator (PHMSA) and Occupational Safety and Health

Administration (OSHA).**B. Final Site Plans**

After receiving approval of the preliminary site plan, the applicant may submit three (3) copies of the final site plan to the Zoning Administrator. Final site plans shall comply with all laws, regulations and ordinances governing the approval of developments and in addition shall show the following information where applicable:

- (1) All of the features required on the preliminary site plan with sufficiently accurate dimensions and construction specifications to support the issuance of construction permits.
- (2) Existing and proposed streets, service driveways, rights-of-way, and easements, with their names, numbers, and widths; center line curve data, including degree of curvature, delta radius, arc, cord and tangent; the edge of proposed street surface or the face of curb as the case may be for the full length of all streets; typical street sections; transition of pavement with existing street or road; provisions for future connection to adjoining property; acceleration and deceleration lanes, and any other data to conform to current standards.
- (3) Lot lines, lot numbers, total area, total developed area, residential density, proposed building lines, the location and size of parks, playgrounds, common open areas, and other public or community facilities.
- (4) Chesapeake Bay RMA and RPA boundaries.
- (5) If the land is to be developed in sections, stages or phases, such sections shall be clearly indicated and data furnished as to the order and timing of their development; a table showing the total acreage devoted to each land use classification in each section.
- (6) Identification of all off-street parking areas, common parking lots, loading spaces, schedule showing number, type and location of parking spaces; walkways and construction details regarding size, surface, materials; fences, retaining walls, screening and buffer zones; and location of street signs and similar site improvements.
- (7) A proposed finish grade plan, supplemented by spot elevations; a drainage plan and identification of drainage structures by type, size, and location, connections to existing drainage systems, and the contributing drainage area in acres for each sub-basin; existing and proposed drainage easements, the direction of flow, dredging or relocation of drainage ways, storm sewers or drainage ways related to street or service driveway construction; typical drainage section, proper driveway entrance and computed culvert size; and limits of floodplain, provision and schedule for the adequate control of erosion and sedimentation.
- (8) A utility plan identifying the location, type and size of existing and proposed

improvements and easements for the system; sizes, connections, valves, hydrants, and similar appurtenances; street lights, trash containers, maintenance buildings, and central television antenna service; and similar utility service characteristics.

- (9) The identification and description of the open space and common area, types of improvements and a timetable for their construction, schedule of areas by section, provision for operation and maintenance, and the overall description of the responsibilities of any association, in addition to the methods for protecting the common area from any further development. A copy of all covenants, restrictions, and conditions pertaining to the use, maintenance and operation of all open space areas.
- (10) Existing topography with such contour intervals approved by the Zoning Administrator provided that, where existing ground is on a slope of less than two (2) percent, the contour interval shall be not less than two (2) feet. Spot elevations shall be given where necessary to document unusual topography.
- (11) Distances and bearings must close with an accuracy of not less than one (1) in ten thousand (10,000).
- (12) When the development is to be constructed in stages, a final sequence of development schedule showing the order of such stages, an approximate completion date of each stage, and a final cost estimate of all improvements within each stage.
- (13) A detailed soil engineering study delineating soil types, listing suitabilities for the proposed uses and the sewage handling capacities for each distinct area of soil type contained in the proposed phase of development.
- (14) A final statement in tabular form, which sets forth, the following data, when such data are applicable to a given development plan:
 - (a) The total number and type of dwelling units.
 - (b) Residential density in units per acre.
 - (c) The total area in open space.
 - (d) The total area in developed recreational open space.
 - (e) The total number of off-street parking and loading spaces.
 - (f) The total area in non-residential use.
 - (g) A maintenance agreement as deemed necessary and appropriate by the Zoning Administrator to ensure proper maintenance of best management practices in order to continue their functions.
 - (h) Any deviation that alters the character of the approved preliminary site plan,

such as the elimination of any use shown on the preliminary site plan or an increase or decrease in the density of the development, shall require a resubmitting of the preliminary site plan in accordance with the procedures contained in this Ordinance.

3-317 Coordination with the Subdivision Ordinance

In cases where a final site plan approved under this Article is for a planned unit development, cluster development, or other subdivision of land, it is the intent of this Article that such final site plan shall have the standing of an approved preliminary subdivision plat under the Subdivision Ordinance.

3-318 Agreement and Fees

A. Guarantee of Completion

Prior to the approval of any final site development plan, the governing body shall require a contract with safeguards approved by the County Attorney securing construction of public improvements.

The owner or developer shall furnish to the governing body a certified check or cash escrow in the amount of the estimated costs of construction of the public improvements, or, post a personal, corporate or property bond, with surety satisfactory to the County Attorney in the amount of the estimated cost of construction, or, furnish to the governing body a bank or savings and loan association's letter of credit on certain designated funds in the amount of the estimated cost of construction, said letter of credit to be approved by the County Attorney with regard to form.

3-319 Approval of Extensions

A. Extensions during site plan reviews

The Zoning Administrator may, on written request by the applicant, grant an extension of the time limit set for the applicant to respond to comments made regarding any part of the site plan approval process.

B. Extensions following approval of final plat

Approval of a site plan submitted under the provisions of this Article shall expire one (1) year after the date of such approval unless building permits have been obtained for construction in accordance therewith. A single-year extension may be given upon written request by the applicant to the Zoning Administrator made within ninety (90) days before the expiration of the approved site plan. The Zoning Administrator shall acknowledge the request and shall make a decision regarding the requested extension within thirty (30) days after receipt of the request.

3-320 Right of Developer to Continue Project

The applicant shall have not more than six (6) months after receiving official notification concerning the preliminary site plan to file with the Zoning Administrator a final site plan in accordance with this Ordinance. Failure of the applicant to file a final site plan within such designated period shall invalidate the preliminary approval. The Zoning Administrator may, on written request by the applicant, grant an extension of this time limit.

3-321 Conformity with Final Site Plan

No permit shall be issued for any building or structure in any area covered by a final site plan that is required to be approved under this Article except in conformity with such final site plan. Permits issued under an approved final site plan may be revoked by the Zoning Administrator for failure to comply with the approved final site plan, the conditions attached thereto, or other applicable regulations.

... through 3-339 Reserved



King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator
P.O. Box 177 • King and Queen Court House, Virginia 23085
Phone: (804) 785-5985 • Fax: (804) 785-5999

MEMORANDUM

TO: King & Queen County Board of Supervisors
Thomas J. Swartzwelder, County Administrator

FROM: Donna Sprouse, Director of Community Development

DATE: September 4, 2019

RE: Public Hearings – Zoning Text Amendments ZA19-02

During the September 3, 2019 Planning Commission meeting, the Planning Commission held a public hearing to consider the following...

- **ZA19-02, Article 4, Table 4.1**– Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the GB1 and GB2 zoning district as a by right use. Fuel Distribution facility with onsite retail and outside storage of tanks, equipment, vehicles in the GB1 by approved CUP or as a by right use in GB2, LI and I zoning districts.

A motion was made by Mrs. Morton recommending approval of ZA19-02, accepting staff's recommendation as presented as well as setting a public hearing for Article 14 during their October 7th meeting, seconded by Mr. Herrin.

Voting For: Herrin, Campbell, Guess, Morton, Richardson, Harvey, Hudgins, Watkins

Voting Against: None

Abstain: None

The Commission requests that the Board of Supervisors set a public hearing and accept their recommendation for approval.

**KING & QUEEN COUNTY
Land Development Application
Planning & Zoning Department**

(804) 785-5985
(804) 769-0511
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to: Applicant Owner Agent Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES or NO

If so please Attach.

Check Appropriate Request:

Zoning Administrator

- :Site Plan (Level 1)
- :1-2 Lot Subdivision Approval
- :Estate Subdivision Review

Planning Commission

- :Site Plan (Level 2)
- :Section 15.1-455
- :Other

Planning Commission & Board of Supervisors

- :Rezoning
- :Conditional Use Permit
- :Zoning Ordinance Text Amendment
- :Subdivision Ordinance Text Amendment
- :Site Plan (Level 3)
- :Other

Board of Zoning Appeals

- :Administrative Appeal
- :Variance
- :Special Exception
- :Other

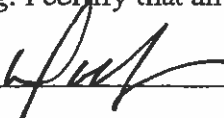
Complete As Applicable:

Name of Subd'n, Development, or Proposal: _____

Proposal/Request: _____

Reason for request: Article 4, Table 4.1 - create a permitted use "Fuel
Distribution" with and without outside storage and retail

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature:  **Date:** 7/1/19

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: _____ **Date:** _____

<u>Abbreviated Description of Uses</u>	<u>A</u>	<u>RS</u>	<u>RR</u>	<u>RG</u>	<u>LB</u>	<u>GB1</u>	<u>GB2</u>	<u>LI</u>	<u>I</u>	<u>Comments / Footnotes</u>
Flea Market (Outside)								C		NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Florist Shop						R	R			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Flour, feed mill								R	R	NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Fuel Distribution (No onsite retail, no general public access, no storage of tanks, equipment, and vehicles)						R	R			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Fuel Distribution (With onsite retail and/or storage of tanks, equipment, and vehicles)						C	R	R	R	NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Funeral home without a Crematory						C	C			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.

AGENDA: *Tuesday, October 15, 2019* Regular Meeting

ITEM #9:

VACO –Voting Credentials for the Annual Business Meeting

ACTION REQUESTED:

Designation of representative from the Board to cast its vote at the Annual Business Meeting at “The Homestead” in November.

SUMMARY OF INFORMATION:

Per letter received from the Virginia Association of Counties, referencing Article VI of the VACo bylaws, it states that each county shall designate a representative of its Board of Supervisors to cast its vote at the Annual Meeting. If no one from the county is attending, then the county would designate a non-elected official or a member of another Board of Supervisors from another county to cast a proxy vote on the county’s behalf.

Ms. Alsop will be attending. In order for the county to be certified to vote, the annual dues must be paid, and a completed Voting Credential Form must be submitted to VACo by November 1st.

Need to designate the Voting Delegate:

_____ Voting Delegate (Supervisor)

ATTACHMENTS:

- **Copy of letter received from VACo and Voting Credentials Form.**

Virginia Association of Counties

Connecting County Governments since 1934



President

Timothy A. Reeves, Sr.
Wythe County

President-Elect

Stephen W. Bowen
Nottoway County

First Vice President

Jeff C. McKay
Fairfax County

Second Vice President

Meg Bohmke
Stafford County

Secretary-Treasurer

Donald L. Hart, Jr.
Accomack County

Immediate Past President

Sherrin C. Alsop
King and Queen County


Executive Director

Dean A. Lynch, CAE

General Counsel

Phyllis A. Errico, Esq., CAE

TO: Chairs, County Board of Supervisors
County Chief Administrative Officers

FROM: Dean A. Lynch, CAE 
Executive Director

RE: Voting Credentials for the VACo 2019 Annual Business Meeting

DATE: September 13, 2019

RECEIVED

SEP 20 2019

K & Q ADMINISTRATION

The 2019 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 12, at 9:00 a.m. at the Omni Homestead in Bath County.

Article VI, VACo Bylaws, states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting.

However, if a member of the board of supervisors cannot be present for this meeting, the Association's Bylaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2019. Alternatively, this information may be submitted to the **Credentials Committee at its meeting on Monday, November 11, at 1:00 p.m. in the Monroe Room** or to the conference registration desk before this meeting.

We look forward to seeing you in November.

CC: VACo Board of Directors

1207 E. Main St., Suite 300
Richmond, Va. 23219-3627

Phone: 804.788.6652
Fax: 804.788.0083

Email: mail@vaco.org
Website: www.vaco.org

- Region 2.....Jason W. Bellows (Lancaster County)
- Region 3.....Wayne T. Hazzard (Hanover County)
- Region 3.....James M. Holland (Chesterfield County)
- Region 4.....Daniel D. Lee (Dinwiddie County)
- Region 7.....Paul Trampe (Spotsylvania County)
- Region 8.....Vacant (Prince William County)
- Region 8.....Ruth Anderson (Prince William County)
- Region 8.....Linda Q. Smyth (Fairfax County)
- Region 8.....Sharon Bulova (Fairfax County)
- Region 8.....Kathy Smith (Fairfax County)
- Region 9.....William “Billy” Kyger (Rockingham County)
- Region 10.....Lauren D. Yoder (Floyd County)
- Region 10.....Samuel E. Carter (Appomattox County)
- Region 11.....Bill Thomasson (Bedford County)
- Region 13.....Larry Mosley (Lee County)

Past Presidents:

Mary Biggs
Judy Lyttle
Penelope A. Gross

AGENDA: *Tuesday, October 15, 2019 Regular Meeting*

ITEM #10: Appointments/reappointments to various Boards and Commissions

ACTION REQUESTED:

(Please advise if Board wishes for staff to contact those that their terms are about to expire or have expired)

Wetlands Board – 5 year term

(1) (Vacancy for Alternate Member (to fill Mr. Gibsons unexpired term)(12.14.20)

ATTACHMENTS:

AGENDA: *Tuesday, October 15, 2019* **REGULAR MEETING**

ITEM #11:

County Administrator's Comments

ACTION REQUESTED:

SUMMARY OF INFORMATION:

ATTACHMENTS:

AGENDA: Tuesday, October 15, 2019 Regular Meeting

ITEM #12:

Board of Supervisors Comments

ACTION REQUESTED:

SUMMARY OF INFORMATION:

None

ATTACHMENTS:

AGENDA: *Tuesday, October 15, 2019 Regular Meeting*

ITEM #13:

Closed Session : Pursuant to :
(If Needed)

ACTION REQUESTED:

(See County Administrator)

- (1) Motion to enter into closed session pursuant to: Section _____ where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. _____

AFTER COMING OUT OF CLOSED SESSION

- (2) Need a motion and a second to come out of closed session with each member of the Board certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in the closed session.

Any action:

SUMMARY OF INFORMATION:

ATTACHMENTS:

Wireless

Services

Authority

King and Queen County
Wireless Services Authority Meeting
Tuesday, October 15, 2019

(immediately following the Board of Supervisors
Meeting)

King and Queen County Courts and Administration
Building
General District Courtroom

AGENDA

1. Approval and Signing of the September 9, 2019 minutes of the Wireless Services Authority
2. Update

King and Queen County
Wireless Services Authority Meeting
(Immediately following the Board of Supervisors Meeting)
8:35 P.M.

King and Queen County Courts and Administration Building
General District Courtroom

“Minutes of the Meeting”

**APPROVAL AND SIGNING OF THE AUGUST 12, 2019 MINUTES OF THE
WIRELESS SERVICES AUTHORITY**

A motion was made by Mr. Bailey and seconded by Ms. Alsop to approve the August 12, 2019 minutes

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE

NOT PRESENT: D. H. MORRIS

UPDATE

Thomas Swartzwelder updated the Board on the VATI Grant and that he has been submitted and was not sure when we would hear back from them, probably sometime in the early spring.

Mr. Bailey questioned what we needed to do now. Mr. Swartzwelder advised that we just wait as we need Engineering Report.

Mr. Swartzwelder further reported that we have submissions from Verizon for two (2) new towers. One in the lower end, near Gloucester Line and one near Poorhouse Road.

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

A motion was made by Ms. Alsop and seconded by Mr. Bailey to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, R. F. BAILEY

NAYS: NONE
NOT PRESENT: D. H. MORRIS

James M. Burns, Chairman

Thomas J. Swartzwelder, Secretary