



# KING AND QUEEN COUNTY VIRGINIA

*Founded 1691*

## **Board of Supervisors Meeting**

Monday, January 12, 2026  
Regular Monthly Meeting 7:00 P.M.

242 Allen's Circle  
King and Queen Court House, Virginia 23085  
First Floor Courtroom

## **AGENDA**

1. Call to Order, Invocation, and Pledge of Allegiance
2. Election of Chair, Vice Chair, Appointment of Clerk and Deputy Clerk
3. Adoption of 2026 Meeting Schedule
4. Approval of 2026 Holiday Schedule
5. Adoption of Meeting Through Electronic Communications Policy
6. Approval and Signing of Minutes
7. Approval and Signing of the Warrants and Appropriations
8. Public Comment Period
9. Quarterly Reports
10. Approval – Contract for New Construction and Permits
11. Approval of Chesapeake Bay Region Cigarette Tax Agreement
12. Approval of Communications Plan
13. Appointments and Reappointments
14. County Administrator's Comments
15. Board of Supervisors Comments
16. Adjourn to workshop meeting on **Tuesday, January 20, 2026, at 6:00 p.m.**, 208 Allen's Circle, King and Queen Court House, Virginia, King and Queen Women's Club.

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #1:**

Call to Order, Invocation and Pledge of Allegiance to the Flag of the United States of America

**ACTION REQUESTED:**

None Required

**ATTACHMENTS:**

None

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #2:**

Election of Chair and Vice Chair, Clerk and Deputy Clerk of the Board of Supervisors for 2026

**ACTION REQUESTED:**

Nominations for Chair. After all nominations have been made, close nominations and ask for vote for nominee(s).

Nominations for Vice Chair. After all nominations have been made, close nominations and ask for vote for nominee(s).

Appointment of Vivian Seay as Clerk of the Board and Tina Ammons as Deputy Clerk of the Board for 2026

**ATTACHMENTS:**

None

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #3:**

Resolution fixing the date, time and place of the regular meetings of the Board of Supervisors for 2026 and date in the event of hazardous weather or other conditions.

**ACTION REQUESTED:**

Adoption of resolution setting the date, time and place of the regular meetings and for setting a date for the purpose of holding workshops and to hear presentations, and the date of continued meeting in the event of hazardous weather or other conditions.

**ATTACHMENTS:**

- Resolution setting regular meeting dates
- Resolution fixing the date in the event of hazardous weather or other conditions



# KING AND QUEEN COUNTY VIRGINIA

*Founded 1691*

## King and Queen County Board of Supervisors Meeting Dates

King and Queen County Courts and Administration Building

Regular Meeting – 2<sup>nd</sup> Monday of each month/General District Courtroom 7:00 P.M.

Presentations/Work Sessions – 4<sup>th</sup> Monday of each month/2<sup>nd</sup> Floor Conference Room 6:00 P.M.

### Schedule of Meeting Dates 2026

January 12, 2026	July 13, 2026
January 26, 2026	July 27, 2026
February 9, 2026	August 10, 2026
February 23, 2026	August 24, 2026
March 9, 2026	September 14, 2026
March 23, 2026	September 28, 2026
April 13, 2026	<b>October 13, 2026*</b>
April 27, 2026	October 26, 2026
May 11, 2026	<b>November 16, 2026*</b>
No May Work Session (Memorial Day)	November 23, 2026
June 8, 2026	December 14, 2026
June 22, 2026	December 28, 2026

### ***\*NOTES\****

*October Regular meeting falls on Columbus Day, moved to Tuesday, October 13, 2026*

*November Regular meeting falls during the VACo conference and is followed by Veteran's Day on Wednesday, November 11, 2026.*

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**KING AND QUEEN COUNTY BOARD OF SUPERVISORS' RESOLUTION  
FIXING THE DATE OF THE REGULAR MEETING AND THE DATE OF  
THE CONTINUED MEETING IN THE EVENT OF HAZARDOUS WEATHER  
OR OTHER CONDITIONS AND SETTING DATE FOR THE PURPOSE OF  
HOLDING WORKSHOPS AND TO HEAR PRESENTATIONS FOR THE  
BOARD OF SUPERVISORS OF KING AND QUEEN COUNTY, VIRGINIA**

WHEREAS, the Board of Supervisors of King and Queen County (the "Board") is required by Section 15.2-1416 of the Code of Virginia, as amended, to set the date, time and place of the regular Board Meeting at the annual Meeting of the Board; and

WHEREAS, Section 15.2-1416 also permits the board to fix the date of days to which a regular meeting shall be continued if the Chairman, or Vice-Chairman if the Chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for Board Members to attend the regular meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF KING AND QUEEN COUNTY:

1. That the regular meeting of the Board shall be held in the King and Queen Courts and Administration Building, General District Courtroom at 7:00 P.M., the 2<sup>nd</sup> Monday of each month.
2. That upon the finding and declaration by the Chairman or Vice-Chairman, if the Chairman is unable to act, that the weather or other conditions are such that it is hazardous for Board members to attend the regular meeting of the Board, such meeting shall be continued until the seventh day immediately following such previously scheduled regular meeting at the same time and place.
3. That the fourth Monday of each month at 6:00 P.M., in the King and Queen Courts and Administration Building, 2<sup>nd</sup> Floor Conference Room be set for the purpose of holding workshops and to receive presentations.

This resolution is effective immediately.  
January 12, 2026

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #3:**

Approval of 2026 Holiday Schedule

**ACTION REQUESTED:**

The Board has historically followed the state holiday schedule without official adoption of the practice. There has also been approval of additional holidays occasionally (example being January 2, 2026 additional holiday). Formal adoption of the state calendar will align county office hours with the state and will allow staff to plan in advance for leave as well as offices that have staff working on holidays can plan accordingly.

**ATTACHMENTS:**

- 2026 State holiday calendar



***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #5:**

Adopt Meeting Through Electronic Communication Policy

**ACTION REQUESTED:**

The Board has adopted a policy allowing participation in meetings electronically. This policy must be re-adopted each year.

**ATTACHMENTS:**

- Draft Policy

**A RESOLUTION TO AMEND THE POLICY GOVERNING PARTICIPATION IN MEETINGS BY MEMBERS OF THE KING AND QUEEN COUNTY, VIRGINIA BOARD OF SUPERVISORS THROUGH ELECTRONIC COMMUNICATION**

**WHEREAS**, pursuant to Va. Code § 2.2-3708.3, a member of a public body may participate in meetings through electronic communication means from a remote location that is not open to the public when there is no declared state of emergency if the public body has adopted a written policy allowing for such electronic participation; and

**WHEREAS**, pursuant to Va. Code § 2.2-3708.2, public bodies may hold meetings through electronic communication means in certain emergency situations; and

**WHEREAS**, on march 11, 2024, the King and Queen County Board of Supervisors adopted a remote participation policy to allow Board members to participate in meetings by electronic communication; and

**WHEREAS**, following the adoption of the said policy on March 11, 2024, Virginia law was amended to allow for remote participation at a greater number of meetings during a year; and

**WHEREAS**, the King and Queen County, Virginia Board of Supervisors wishes to adopt this amended policy to incorporate the recent amendments of Virginia law and continue to allow remote participation in meetings to the greatest extent allowable under Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the King and Queen County, Virginia Board of Supervisors on this the 8<sup>th</sup> day of July, 2024, does hereby adopt the attached policy, effective immediately, to allow members of the King and Queen County, Virginia Board of Supervisors to participate in meetings through electronic communication in strict accordance with the provisions and requirements of Va. Code §§ 2.2-3708.2 and 2.2-3708.3.

**KING AND QUEEN COUNTY, VIRGINIA  
BOARD OF SUPERVISORS**

**POLICY FOR PARTICIPATION IN  
PUBLIC MEETING THROUGH  
ELECTRONIC COMMUNICATION**

**I. No State of Emergency Declared**

**A.** A member of the King and Queen County, Virginia Board of Supervisors (Board member) may participate in a public meeting, both in open meeting and in closed meeting, through electronic communication from a remote location, not open to the public, on the following terms and conditions:

**a.** Temporary or Permanent Disability or Other Medical Condition

**i.** The Board member requesting to participate in the meeting through electronic communication must notify the Board Chairman of that he or she will be unable to attend the meeting due to (i) a temporary or permanent disability or other medical condition of the Board member that prevented the Board member's physical attendance at the meeting, or (ii) a medical condition of a member of the Board member's family that requires the Board member to provide care that prevents the Board member's physical attendance at the meeting.

**ii.** The Board must:

1. Record in its minutes the fact that the Board member participated through electronic communication means due to (i) a temporary or permanent disability or other medical condition of the Board member that prevented the Board member's physical attendance at the meeting, or (ii) a medical condition of a member of the Board member's family that requires the Board member to provide care that prevented the Board member's physical attendance at the meeting.
2. Record in its minutes the remote location from which the member participated.

b. Principal Residence More Than 60 Miles

- i. The Board member requesting to participate in the meeting through electronic communication must notify the Board Chairman that his or her principal residence is more than 60 miles from the meeting location identified in the required notice for the meeting.
- ii. The Board must:
  1. Record in its minutes the fact that the Board member participated through electronic communication means due to the distance between the Board member's principal residence and the meeting location.
  2. Record in its minutes the remote location from which the member participated.

c. Personal Matter

- i. The Board member requesting to participate in the meeting through electronic communication must:
  1. Notify the Board Chairman that he or she will be unable to attend the meeting due to a personal matter.
  2. Identify to the Chairman the nature of the personal matter.
  3. Confirm and certify that he or she has not used remote participation due to personal matters more than two meetings in the current calendar year or 25 percent of the total meetings held in the current calendar year rounded up to the next whole number, whichever is greater. If the number of remote participation events for personal matters has exceeded the limit set forth in this paragraph 3, the member's remote participation and votes will not be recorded for any actions taken during the first meeting in excess of the limit and all subsequent meetings in the calendar year attended by remote participation.
- ii. The Board of Supervisors must:
  1. Record in its minutes the nature of the Board member's personal matter; and
  2. Record in its minutes the remote location from which the Board member participated.
  3. Confirm and record in its minutes that the Board member has not used remote participation due to personal matters more than the limit set forth in paragraph c.i.3 above.

- B.** Electronic participation by a Board member as provided in Section A above shall be approved by the Chair if a quorum of the Board is physically assembled unless such participation would violate this policy. The determination of the Chair as to the Board member's participation from a remote location shall be recorded in the Board's minutes. When the Board member who wishes to participate in a public meeting through electronic communication is the Board Chair, then all notifications required under this policy to be provided to the Board Chair shall be provided by the Board Chair making the request to the Board Vice-Chair. Electronic participation of the Chair shall be approved by the Vice-Chair unless such participation would violate this policy. The determination of the Vice-Chair as to the Chair's participation from a remote location shall be recorded in the Board's minutes.

## **II. State of Emergency Declared**

- A.** The King and Queen County Board of Supervisors (the Board) may meet, in open meeting and in closed meeting, by electronic communication means without a quorum physically assembled at one location when the Governor of the Commonwealth of Virginia has declared a state of emergency in accordance with Va. Code § 44-146.17 or King and Queen County has declared a state of emergency pursuant to Va. Code § 44-146.21 on the following terms and conditions:

- a. The catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location; and
- b. The purpose of the meeting is to provide for the continuity of operations of King and Queen County or the discharge of its lawful purposes, duties, and responsibilities.

- B.** If a meeting is held pursuant to paragraph A. above, the Board shall:

- a. Provide public notice using the best available method given the nature of the emergency contemporaneously with the notice provided the members of the Board;
- b. Make arrangements for public access to the meeting through electronic communications means, including videoconferencing if already used by the public body;
- c. Provide the public with the opportunity to comment when public comment is customarily received;
- d. Make available to the public at all locations at which public access will be provided, at the time of the meeting, agenda packets and all materials, unless

exempt, that will be distributed to members of the Board in sufficient time for duplication and forwarding, as best as practicable given the emergency;

- e. Record minutes of the meeting, which minutes shall include:
  - i. the date, time, and location of the meeting;
  - ii. the members of the public body recorded as present and absent;
  - iii. a summary of the discussion on matters proposed, deliberated, or decided;
  - iv. a record of any votes taken;
  - v. the identity of the members of the public body who participated in the meeting through electronic communication means;
  - vi. the identity of the members of the public body who were physically assembled at one physical location;
  - vii. the identity of the members of the public body who were not present at the meeting location but who monitored such meeting through electronic communication means;
  - viii. the nature of the emergency;
  - ix. the fact that the meeting was held by electronic communication means, and
  - x. the type of electronic communication means by which the meeting was held.

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #6:**

Approval and signing Minutes

**ACTION REQUESTED:**

Approval of November 24, 2025 and December 15, 2025 minutes of the Board of Supervisors.

**ATTACHMENTS:**

- Draft November 24, 2025 minutes
- Draft December 15, 2025 minutes

**King and Queen County  
Board of Supervisors Meeting  
Monday, November 24, 2025**

**6:00 P.M.**

**Work Session Meeting  
King and Queen County Courts and Administration Building  
First Floor Courtroom**

**Minutes of the Meeting**

**CALL TO ORDER AND ROLL CALL**

Chairman Mark Berry called the meeting to order. A roll call was taken with Lawrence Simpkins being absent.

**APPROVAL OF WARRANTS**

A motion was made by Ms. Norman and seconded by Ms. Billups to approve the November 24, 2025 warrants.

AYES: S. C. ALSOP, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: J.L. SIMPKINS

**DISCUSSION – UTILIZATION OF SCHOOL CAPITAL PROJECT FUNDS**

Dr. Carol Carter provided the Board with a memo containing information on school capital projects already approved by the Board and the proposed balance in the School Capital Project fund based on expenses already made and approved as of the end of FY2025. She is requesting that the funds allocated within the FY2026 budget for the purchase of a school bus be used to purchase vans or larger SUVs in order to meet the current transportation needs of the division.

A motion was made by Ms. Alsop and seconded by Ms. Norman to allow the \$165,000 in the FY2026b budget to be used to purchase 3 vans (or comparable vehicles) and to allow the school division to order a bus now that would be delivered in the FY2027 budget year.

AYES: S. C. ALSOP, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: J.L. SIMPKINS

Dr. Carter further advised that the school division was awarded a school security grant in the amount of \$174,016 that requires a local match of \$43,504. The total grant expenses would be \$217,521 for improvements at Central High School. Improvements include additional security lighting, voice and video internal communications system hurricane and intruder security window film, permanent school perimeter fencing, security door hardware, card reader system for ID verification and equipment to support mass notification system.

A motion was made by Ms. Alsop and seconded by Ms. Billups to approve the use of School Capital Project funds for the local match of this grant.

AYES: S. C. ALSOP, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: J.L. SIMPKINS

### **DISCUSSION – CHESAPEAKE BAY REGION CIGARETTE TAX AGREEMENT**

Ms. Seay advised that this item will be on the agenda for the January 2026 meeting since adoption requires an ordinance and advertising requirements could not be met for tonight's meeting.

### **DISCUSSION – SMART SCALE ROUND 7 APPLICATIONS**

Donna Sprouse, Director of Community Development, advised that there are two intersections that qualify to be submitted as part of this round of funding. The intersections are:

- Rt. 360 and Rt. 721 at St. Stephens Church – Addition of a turn lane off Rt. 360 onto Rt. 721
- Rt. 360 and Rt. 621 (Bruington Road) – improvement of turn lane and median cut for traffic turning off Rt. 260 onto Rt. 621.

She advised that preapplications have already been submitted and citizen input meetings have been held.

It was the consensus of the Board to proceed with the SMART SCALE applications for both intersections.

### **DISCUSSION – ZA24-02 ZONING TEXT AMENDMENT**

There was lengthy discussion by the board regarding both the solar facility and data center pieces of the proposed amendment. Discussion topics included the desire to review and approve or not approve based on the merit of each project, the need to recruit suitable businesses to the county to reduce real estate tax burden on citizens and maintain the rural character of the county, the need to plan for additional sources of revenue to fund the many projects coming to the county now and in future years and the need to look to the future and stay ahead of zoning issues rather than be reactive, the want to make sure that approved projects do not harm the county or the citizens and to proceed with caution when addressing economic development and growth. There was also concern expressed over possible changes from the General Assembly that would take away the county's ability to regulate the approval of solar facilities.

A motion was made by Ms. Alsop and seconded by Ms. Norman to withdraw the amendment and to resubmit it at a later date.

After further discussion citing the need to accomplish the goals of the county and not keep pushing a decision, the motion was withdrawn. It was the consensus to place the item on the agenda for the December regular board meeting.

**DISCUSSION – SEMIANNUAL TAX BILLINGS**

After brief discussion regarding the impact on taxpayers with escrow accounts for mortgages and the budget implications, it was the consensus to continue to discuss as part of the budget process.

**DISCUSSION – PART-TIME PAYROLL SCHEDULE**

Tina Ammons, Director of Finance, requested the board to change the payment schedule for part-time payroll. The current schedule is that it is processed the day after board meetings for deposit on the following day. This is not a consistent date, and it is difficult for employees to keep track of. It also changes, sometimes with little notice, based on changes in the meeting schedule.

A motion was made by Ms. Norman and seconded by Ms. Billups to set the part-time payroll schedule to the 10<sup>th</sup> of each month with it being the previous day if the 10<sup>th</sup> falls on a holiday or weekend.

AYES: S. C. ALSOP, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: J.L. SIMPKINS

**ITEMS BROUGHT FORTH BY MEMBERS OR STAFF**

Ms. Norman thanked everyone for coming and wished them a safe trip home.

Ms. Billups thanked everyone for coming and wished them a safe trip home.

Ms. Alsop thanked everyone for the calls and thoughts since she has been ill, thanked everyone for coming and thanked staff for all they do.

Mr. Berry wished everyone a Happy Thanksgiving and thanked the citizens for reaching out prior to the meeting and for attending.

Ms. Seay confirmed cancellation of the joint meeting with the School Board for December 15<sup>th</sup> and the workshop meeting on December 22<sup>nd</sup>.

**IT IS ORDERED THAT THIS BOARD BE ADJOURNED**

A motion was made by Ms. Alsop and seconded by Ms. Billups to adjourn the meeting at 7:50 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Clerk of the Board

King and Queen County  
Board of Supervisors Regular Meeting

Monday, December 15, 2025

Regular Meeting  
7:00 P.M.

King and Queen County Courts and Administration Building  
General District Courtroom

“Minutes of the Meeting”

**CALL TO ORDER**

Mr. Berry called the meeting to order, noting that the meeting was rescheduled from Monday, December 8, 2025 due to inclement weather. It was also noted that member Sherrin Alsop was absent.

Mr. Simpkins provided the invocation followed by the Please of Allegiance to the Flad of the United States of America.

**APPROVAL AND SIGNING OF THE OCTOBER 27, 2025 AND NOVEMBER 12, 2025 MINUTES OF THE BOARD**

A motion was made by Ms. Norman and seconded by Mr. Simpkins approving October 27, 2025 minutes of the Board.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

A motion was made by Ms. Norman and seconded by Mr. Simpkins approving September 22, 2025 minutes of the Board.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

**APPROVAL AND SIGNING OF WARRANTS AND APPROPRIATIONS**

A motion was made by Ms. Billups and seconded by Mr. Simpkins approving the December 2025 County warrants and payroll.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

A motion was made by Mr. Simpkins and seconded by Ms. Norman approving the following appropriations to the School Fund:

- July Revenue \$314,772.97
- August Revenue \$368,753.21
- September Revenue \$568,323.40
- October Revenue \$537,305.34

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

### **PUBLIC COMMENT PERIOD (This item was moved up on the agenda)**

Charles Tompson, St. Stephens Church District – Requested that the Board consider live broadcast of their meetings so people who are not able to come to the courthouse could hear what is going on. He stated that there is a good crowd here tonight but that is not always the case, there is usually only a few people. He also asked if there would be an opportunity to speak to Delegate Hodges and would he have meetings in the community.

Spencer Cheatham, West Point Rotary – Informed the Board that the WP Rotary has received a grant in the amount of \$2,200 to place a ladder and lifesaving ring at the county pier in Mattaponi. He told the story of a fisherman who fell from the pier and had to hold onto a piling until someone saw him and help arrived. The Board expressed their thanks to the Rotary for providing this to the citizens of the county.

### **LEGISLATIVE UPDATE – KEITH HODGES**

Delegate Hodges provided an update on the prior General Assembly as well as the upcoming session and the state budget.

Chairman Berry requested that he come back again after the next General Assembly session and give another update. He also noted that one of the main concerns that the county has with the state budget is the pushing down to localities of unfunded mandates.

### **QUARTERLY REPORTS**

Quarterly reports were received from the following department heads and agencies:

1. Erin Lazar, Community Programming, Library and Tourism
2. Kelly Lumpkin, Commissioner of Revenue (not present, provided report in advance)
3. Stephanie Sears, Treasurer (not present, provided report in advance)
4. Betty Dougherty, Human Resources

5. Tina Ammons, Finance
6. Jeff Davison, Republic Services (not present, provided report in advance)
7. Kelly Evko, Economic Development

## APPROVAL OF RADIO PURCHASE

Greg Hunter, Emergency Services Chief and Regional Radio System Manager provided the Board with information on year-end reduced pricing from the radio vendor. The reduced pricing reflects a savings of \$3,500 per radio. He also offered the following options for purchases if the Board wants to make these purchases now, understanding that this is an out of budget cycle request but the savings are significant on items that will need to be purchased at some point in the future.

1. Purchase 50 portable radios to outfit volunteer fire and emergency services apparatus only with multi-band. This would leave approximately 80 Tait single band portables for primary volunteer fire responder use, with limitation, but ensure key breathing apparatus can connect to the radios and multiband capability exists on most frontline fire apparatus.
  - a. Estimated Cost with accessories (vehicle charger and NFPA speaker mic)  
 \$185,000 with shipping  
 (Compare to standard purchase price =\$335,000)
  
2. Purchase 85 portable radios expanding to ensure the top 3 volunteer fire leaders in each department (volunteer fire chief, assistant chief/deputy chief and/or captain) have multi- band radios, plus address a small number of remaining sheriff and emergency services needs, and outfit key fire breathing apparatus which can connect to the radios and multiband capability exists on most frontline fire apparatus. This would leave most fire responders with Tait radios for use in county
  - a. Estimated Cost with accessories (vehicle or desk charger and speaker microphone, standard or NFPA as appropriate)  
 \$314,000 with shipping  
 (Compare to standard purchase price =\$569,500)
  
3. Purchase 130 portable radios and replacing all active responder radios including outfitting key fire breathing apparatus which can connect to the radios and multiband capability exists on most frontline fire apparatus. Some Tait radios would remain for low priority admin, support, or non-public safety use.
  - a. Estimated Cost with accessories (vehicle or desk charger and speaker microphone, standard or NFPA as appropriate)  
 \$481,000 with shipping  
 (Compare to standard purchase price =\$871,000)
  
4. Purchase 160 portable radios completely transitions all Tait portable radios to the L3Harris platform and includes outfitting key fire breathing apparatus which can connect to the radios and multiband capability exists on most frontline fire apparatus.
  - a. Estimated Cost with accessories (vehicle or desk charger and speaker microphone, standard or NFPA as appropriate)  
 \$592,000 with shipping  
 (Compare to standard purchase price =\$1,072,000)

Discussion included the need to updated mobile radios (in vehicles) as well as portable radios since there is also reduced pricing on those. After discussion of all options and the financial impact, a motion was made by Ms. Billups and seconded by Ms. Norman to authorize Option 3

(\$481,000) with the addition of purchasing 65 mobile radios with a cost not to exceed \$260,000 for a total of \$741,000.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: S.C. ALSOP

## **VA COOPERATIVE EXTENSION UPDATE & INTRODUCTION OF NEW STAFF**

Turner Minx, Extension Agent apologized for missing the last meeting and provided an update on activities in Cooperative Extension. He introduced Christine Rodes who is the new 4H agent for King and Queen and King William.

## **APPROVAL OF ZONING TEXT AMENDMENT ZA24-02**

Chairman Berry asked Board member for their comments on this amendment prior to acting.

Mr. Simpkins stated that the county still does not know how the Walnut Solar project will affect the county and does not think they should take action to make changes until it is finished so they can learn from it and make changes then to approve the process.

Ms. Norman stated that she feels the Board should separate the actions for solar facilities and data centers. They should move forward with the amendment for solar facilities and have further discussion and more information before acting on data centers.

Ms. Billups stated that she detests solar farms but wants to make sure that approval stays a local authority, she doesn't want the state to approve legislation that would take away that authority. Allowing solar farms in any way is a hard pill to swallow and she wonders if knowing what the board knows now would it have been approved. She thinks that data centers and solar should be separate actions. The board needs to fight for preservation of local authority on these actions, regardless of the outcome of the decision made tonight.

Mr. Berry stated that he feels this is a multi-pronged issue. There are concerns over locality push-back, the state mandate for green energy and property owner rights. He cited an example of Industrial zoned property on Powcan Road (an old ash dump) that reflects what happens when "pockets" of industrially zoned properties are created in the middle of rural areas. Once a property is rezoned to industrial it is an extremely difficult process to down-zone. In speaking with other counties, they are using the conditional use process for solar applications and have successfully denied them so he thinks it is a good tool to use. He agrees with separating the action on data centers also, that more information and community input is needed before a decision is made.

A motion was made by Ms. Norman and seconded by Mr. Berry to approve ZA24-02 section *Allow utility scale solar facilities in the Agricultural zoning district with a conditional use permit* only and not the portion related to data centers.

AYES: M.R. BERRY, M.H. NORMAN  
NAYS: J.L. SIMPKINS, C.R. BILLUPS  
ABSENT: S.C. ALSOP

Motion failed. No further action was taken.

## **APPOINTMENTS AND REAPPOINTMENTS TO BOARDS AND COMMISSIONS**

A motion was made by Mr. Simpkins and seconded by Ms. Billups reappoint Comer Jackson to the Planning Commission representing the St. Stephens Church district to a four-year term expiring December 31, 2029.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

A motion was made by Mr. Simpkins and seconded by Ms. Norman to appoint Ann Glubiak to the DSS Advisory Board for a four-year term expiring December 31, 2029.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

## **COUNTY ADMINISTRATOR'S COMMENTS**

Ms. Seay had the following comments:

- She reminded the Board of the joint meeting with the School Board on January 20th.
- The school construction work group will be meeting in early January.
- The EDA has asked to meet with the Board regularly and has suggested meeting in January and July at the regular workshop meetings.
- Stated that Mr. Berry had suggested a gift to all county employees for the holidays. She has discussed this with HR and Finance, and the consensus was to provide a gift certificate to all employees. It was suggested to purchase a \$50 gift card for each employee. The cost would be approximately \$6,000 and there are funds available that can be used for this.

A motion was made by Ms. Norman and seconded by Ms. Billups to purchase \$50 gift cards for each employee as a holiday gift.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS  
NAYS: NONE  
ABSENT: S.C. ALSOP

## **BOARD MEMBER COMMENTS**

Ms. Norman had the following comments:

- Wished everyone a Merry Christmas and to have a safe trip home.

Ms. Billups had the following comments:

- Wished everyone a Merry Christmas and remember to be thankful this holiday.
- Everyone stay warm in the cold weather.

Mr. Simpkins had the following comments:

- Thanked everyone for coming and for the reports.
- Wished everyone a Merry Christmas and Happy New Year.

Mr. Berry had the following comments:

- Reminded everyone that Walkerton Fire is having a Hunter's Lunch on Saturday.
- The Rock Spring Road bridge replacement is finished and open.
- Congratulated King and Queen resident Othell Hall for promotion to Superintendent for VDOT in King and Queen.
- Expressed that the Tavern event and county tree lighting were very nice events.
- Wished everyone a Merry Christmas and thanked everyone for coming.

## **CLOSED MEETING**

A motion was made by Ms. Norman and seconded by Mr. Simpkins to enter into closed meeting pursuant to the following:

- a. Va. Code § 2.2-3711(A)(5) for discussion concerning the expansion of an existing business where no previous announcement has been made of the business expanding its facilities in the community, the subject being a business located in the Stevensville Magisterial District; and
- b. Va. Code § 2.2-3711(A)(3) for consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, the subject being real property located in the Newtown Magisterial District; and
- c. Va. Code § 2.2-3711(A)(1) for discussion of salaries of specific County employees in county administration and the Department of Social Services; and
- d. Va. Code § 2.2-3711(A)(8) for consultation with legal counsel regarding a specific legal matter requiring the provision of legal advice, the subject being a real estate purchase contract.

A motion was made by Ms. Billups and seconded by Ms. Norman to enter into open session with each member of the King and Queen County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the

motion convening the closed meeting were heard, discussed, or considered by the King and Queen County Board of Supervisors, and (iii) no action was taken in the closed meeting.

AYES: J.L. SIMPKINS, M.R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: S.C. ALSOP

**IT IS ORDERED THAT THE BOARD BE ADJOURNED:**

A motion was made by Ms. Billups and seconded by Ms. Norman to adjourn the meeting to Monday, January 12, 2026, for the regular meeting at 7:00 p.m. at the King and Queen 242 Allen's Circle, King and Queen Court House, Virginia, first floor courtroom.

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Chairman

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Clerk of the Board

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #7:**

Approval and signing of Warrants and Appropriations

**ACTION REQUESTED:**

1. Ratification of December 22, 2025 Warrants
2. Approval of County warrants & payroll January 2026

**ATTACHMENTS:**

- County Warrants (Payroll and Accounts Payable)

# Part-time Employee Payroll Run

Payroll: Friday, January 09, 2026

## County

Burr, Sherry	\$2,070.73
Richardson, Isaiah	\$586.59

## Library

Harvey, Doris	\$666.96
Norman, Susan	\$948.55
Todara, Alyssa	\$839.29
Nelson, Stephanie	\$395.25

## Elections

Creasy, Bonnie	\$112.00
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## Boards & Commissions

Campbell, David	\$75.00
Allen, Barry	\$75.00
Wilson, Ed	\$125.00
Coleman, Robert	\$100.00
Richardson, Hunter	\$125.00
Hendrickson, Stephen	\$25.00
Longest, George	\$125.00
Coleman, Melinda	\$50.00
Robinson, Plunard	\$75.00

## Circuit Court

Tate, Amanda	\$2,391.59
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## Sheriff's Department

Duty, Kylee	\$2,240.00 *
Laufer, Sandra	\$1,615.00
Pittman, Deanna	\$2,925.00
Shackleford, Donald	\$1,470.00
Trent, Darryl	\$1,012.50

## Overtime/Sheriff's Department

Bashaw, Emilee	\$238.68
Blowe, Skyler	\$198.90
Burr, Brian	\$252.45
Bullington, Willow	\$437.58
Clark, Jon-Eric	\$171.68
Parker, John	\$330.16
Schefflien, Harvey	\$335.53

## Rescue Services

Hunter, Gregory	\$4,170.21
Willaford, Harold	\$1,528.22
Beasley, Michael	\$989.63
Bouchyard, Shaun	\$2,131.54 *
Floyd, Tyler	\$304.50
Huffman, Michael	\$1,892.29 *
Meriwether, Jack	\$2,805.90
Monroe, Aaron	\$1,622.26
Brantley, Brian	\$1,336.80
Cassity, Stuart	\$334.20

**\$37,128.99**

## Fulltime Payroll - December 2025

### Board of Supervisors

Carolyn Billups	\$416.67
Marie Norman	\$416.67
Mark Berry	\$416.67
Lawrence Simpkins	\$416.67
Sherrin Alsop	\$416.67

### County Administrator/County Attorney

Vivian Seay	\$18,750.00
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### Commissioner of the Revenue

Kelly Lumpkin	\$7,347.83
Brenda Robinson	\$4,711.48
Ivonnlynn Ellis	\$3,197.21

### Finance

Tina Ammons	\$7,974.69
Donna Overly	\$4,000.00

### Human Resources

Betty Dougherty	\$8,472.58
Lisa Lose	\$4,113.50
Resa Wilson	\$3,593.75
Davis, Emma-Wade	\$3,197.52

### Treasurer

Stephanie Sears	\$6,722.67
Mali Klausen	\$3,949.02
Tammy Gibbs	\$3,134.52

### Registrar

Kristy Creech	\$6,722.67
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### Clerk of Circuit Court

Hattie Robinson	\$8,315.27
Patricia Reed	\$4,466.85
Victoria Thomas	\$3,485.17
Alexis Gray	\$3,476.83

### Commonwealth Attorney

Meredith Adkins	\$13,107.58
Denise Williams	\$4,333.33

### Sheriff

Rob Balderson	\$10,879.00
Willow Bullington	\$4,463.33
Ernie Schefflien	\$5,965.17
Paul Hope	\$5,416.67
Perry Lightfoot	\$5,000.00
Mitchell Wilson	\$6,056.00

Phillip Cusick	\$5,731.33
John Parker	\$4,768.92
Hickory Burns	\$4,546.67
Skylar Blowe	\$4,463.33
Jon-Eric Clark	\$4,958.33
Brian Burr	\$5,304.50
Vladimir Rowe	\$4,774.08
Emilee Bashaw	\$4,463.33
Kevin Bowen	\$4,666.67
Graham Lang	\$5,000.00
Randy Holmes	\$4,597.25
Jonathan Dix	\$4,791.67
Deputy	vacant
Deputy	vacant
Mya Epps	\$3,250.00
Sandra Davis	\$5,049.58
Tammy Warren	\$4,094.25
Shirley Hill	\$4,808.17
Ellen Topham	\$3,912.25
Alexis Davis	\$4,094.25
Janeisha Ashlock-Moseley	\$3,912.25
Brittney Wash	\$3,912.25
Zachary Carkin	\$3,912.25
Mitzi Moore	\$3,750.00
Vickie Draine	\$4,862.50
Robin Bostic	\$5,945.58

### **Rescue Services**

David Lankford	\$6,312.17
Kevin Mounts	\$6,385.81
Josh Schrum	\$5,256.89
Robert Coggsdale	\$6,038.37
Kyle Cohenour	\$4,402.56
Phillip Jewell	\$5,872.20
Gary Breen	\$5,111.78
William Sisson	\$4,274.33
Jacob Hoffmaster	\$5,068.85
Aerrin Ryan	\$4,670.68
Christopher Field	\$4,955.12
Matthew Anton	\$4,001.87
Laura Heller	\$5,220.92
Danielle Gray	\$4,921.21
Wesley May	\$4,534.64
David Yeaney	\$4,921.21
Joshua Lucas	\$4,534.64
Donald Butler	\$4,534.64
Allison Mackey	\$4,001.87
EMT	vacant

EMT	vacant
EMT	vacant
EMT	vacant

**Building Inspections**

Quentin Mascari	\$6,753.09
Kathy Barrow	\$3,732.44

**General Properties**

Michael Barrow	\$6,075.97
Blake Lankford	\$2,746.67

**Community Programming & Tourism**

Erin Lazar	\$6,075.97
Jesse Kelley	\$5,861.47

**Economic Development**

Kelly Evko	\$8,154.17
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**Zoning/Community Development**

Donna Sprouse	\$7,016.79
Josh Rellick	\$4,175.62

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**\$418,117.35**

12/18/2025 FROM DATE-12/22/2025  
 AP375 TO DATE- 12/22/2025  
 FUND # - 100 Revenue - General Fund

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 013030 Permits and Fees

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE	DATE	\$\$	PAY	\$\$
-----	-----	-----	-----		----			-----
COLDWATER, LLC.	Permits and Fees E & S Permits	LAND REFUND	12/2/2025		12/02/2025	200.00		200.00 *
				TOTAL		200.00		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Board of Supervisors ***						
COUNTRY COURIER	Advertising	CIGARETTE TAX AD	18525	11/28/2025		120.00	
VIRGINIA MEDIA	Advertising	TR LEGAL NOTICES	128506267000	2/02/0113		200.18	
						320.18	*
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025		49.31	
						49.31	*
ELAN CORPORATE PAYMENT SYS	Convention & Education	REFUND	12/15/2025	12/15/2025		323.60-	
						323.60-	*
TRUIST BANK	Office Supplies	GOTPRINT.COM- BOS NO	11/25/2025	11/25/2025		31.73	
						31.73	*
				TOTAL		77.62	

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
ROBERT G. ALLEY, INC.	*** County Administrator *** Automotive/Motor Pool	TIRE REPAIR	42480	9/30/2025	35.00 35.00 *
TRUIST BANK	Milage - Allowances	BP-FUEL ADMINISTRATO	11/25/2025	11/25/2025	41.76 41.76 *
				TOTAL	76.76

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 012220 \*\*\* HUMAN RESOURCES \*\*\*

PAGE 4

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
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	*** HUMAN RESOURCES ***				
VERIZON WIRELESS	TELECOMMUNICATIONS	WIRELESS DEVICES	6129399520	11/25/2025	49.31 49.31 *
AMAZON CAPITAL SERVICES	HR EVENT SUPPLIES	HOT COCOA REFUND	13YJ-FCPL-GWY6	12/04/2025	7.31-
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	HOLIDAY PARTY SUPPLI	12/15/2025	12/15/2025	5.54
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	HOLIDAY PARTY SUPPLI	12/15/2025	12/15/2025	9.06
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	RETURN	12/15/2025	12/15/2025	2.77-
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	HOLIDAY PARTY SUPPLI	12/15/2025	12/15/2025	6.99
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	GINGERBREAD HOUSES	12/15/2025	12/15/2025	66.40
ELAN CORPORATE PAYMENT SYS	HR EVENT SUPPLIES	EMPLOYEE PARTY SUPPL	12/15/2025	12/15/2025	175.53
					253.44 *
				TOTAL	302.75

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Finance ***				
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	45.50
					45.50 *
TRUIST BANK	Education & Training	VGFOA CLASS - DONNA	11/25/2025	11/25/2025	195.00
					195.00 *
ELAN CORPORATE PAYMENT SYS	Dues & Memberships	MEMBERSHIP RENEWAL	12/15/2025	12/15/2025	50.00
ELAN CORPORATE PAYMENT SYS	Dues & Memberships	MEMBERSHIP AUTO RENE	12/15/2025	12/15/2025	329.00
					379.00 *
HORNS MIDDLESEX ACE HARDWA	Office Supplies	LATE FEE	LATE FEE	7/31/2025	1.27
HORNS MIDDLESEX ACE HARDWA	Office Supplies	LATE FEE	LATE FEE	8/31/2025	7.62
					8.89 *
				TOTAL	628.39

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME -----	CHARGE TO -----	DESCRIPTION -----	INVOICE# -----	INVOICE DATE -----	\$\$ PAY \$\$ -----
OFFICE DEPOT	*** Treasurer *** Office Supplies	TONER/PAPER	449149248001	11/19/2025	253.25
				TOTAL	253.25 *

12/18/2025  
 AP375  
 FUND # - 100

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
	*** Information Technology ***				
ELAN CORPORATE PAYMENT SYS	Maintenance & Service Contract	WEBSITE	12/15/2025	12/15/2025	719.28
ELAN CORPORATE PAYMENT SYS	Maintenance & Service Contract	MICROSOFT STORE	12/15/2025	12/15/2025	249.99
					969.27 *
VERIZON WIRELESS	Communications/Phone & Interne	WIRELESS DEVICES	6129399520	11/25/2025	49.31
CENTURYLINK BUSINESS	Communications/Phone & Interne	LONG DISTANCE	760803959	11/24/2025	24.86
ELAN CORPORATE PAYMENT SYS	Communications/Phone & Interne	COUNTY INTERNET	12/15/2025	12/15/2025	187.00
ELAN CORPORATE PAYMENT SYS	Communications/Phone & Interne	NEXTIVA SERVICE AUTO	12/15/2025	12/15/2025	2,086.89
					2,348.06 *
AMAZON CAPITAL SERVICES	Office Supplies/Software Upgra	LAPTOP CHARGER	1WNL-Q6MN-L16K	11/14/2025	40.95
					40.95 *
ELAN CORPORATE PAYMENT SYS	BAMBOO/HR SOFTWARE	HR SOFTWARE	12/15/2025	12/15/2025	1,022.37
					1,022.37 *
				TOTAL	4,380.65

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Registrar ***				
ELAN CORPORATE PAYMENT SYS	Postal Services	USPS PO 5148960285 K	12/15/2025	12/15/2025	.00
ELAN CORPORATE PAYMENT SYS	Postal Services	USPS PO 5148960285 K	12/15/2025	12/15/2025	312.00
				TOTAL	312.00 *

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
KING WILLIAM COUNTY	Electronic Monitoring	ELECTRONIC MONITOR.	KQ112025	12/01/2025	1,123.50		
				TOTAL	1,123.50	*	

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Clerk of Circuit Court ***						
ELAVON	Telecommunications	TELECOMMUNICATIONS	CA5304101693	10/31/2025		9.25	
ELAVON	Telecommunications	TELECOMMUNICATIONS	CA5334101321	11/30/2025		60.19	
ELAVON	Telecommunications	TELECOMMUNICATIONS	CA5334101539	11/30/2025		60.08	
						129.52	*
STERICYCLE, INC.	Office Supplies	SHREDDING	1000943434	11/30/2025		103.57	*
						103.57	*
				TOTAL		233.09	

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 021900 \*\*\* Victim Witness Assistance \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Victim Witness Assistance ***				
TRUIST BANK	CONVENTION & EDUCATION	CAVALIER VA BEACH	11/25/2025	11/25/2025	26.40
TRUIST BANK	CONVENTION & EDUCATION	MARRIOTT F&B VA BEAC	11/25/2025	11/25/2025	39.73
TRUIST BANK	CONVENTION & EDUCATION	EMBASSY SUITES-VA BE	11/25/2025	11/25/2025	37.78
TRUIST BANK	CONVENTION & EDUCATION	EMBASSY SUITES VA BE	11/25/2025	11/25/2025	508.88
					612.79 *
				TOTAL	612.79

12/18/2025  
 AP375  
 FUND # - 100

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
	*** Sheriff ***				
ELAN CORPORATE PAYMENT SYS	Postal Services	USPS PO5148960285 KQ	12/15/2025	12/15/2025	8.30
					8.30 *
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6128907874	11/19/2025	1,369.45
					1,369.45 *
ELAN CORPORATE PAYMENT SYS	Convention & Education		12/15/2025	12/15/2025	14.87
ELAN CORPORATE PAYMENT SYS	Convention & Education	HOLIDAY INN MECHVILL	12/15/2025	12/15/2025	112.51
					127.38 *
ELAN CORPORATE PAYMENT SYS	Dues & Association Membership	MEMBERSHIP - AUTOPAY	12/15/2025	12/15/2025	49.99
ELAN CORPORATE PAYMENT SYS	Dues & Association Membership	SUBSCRIPTION	12/15/2025	12/15/2025	59.95
					109.94 *
VIRGINIA PENINSULA PUBLIC	Vehicle Maintenance & Repair	SHERIFF VHCLE MAINT	32884	11/15/2025	460.00
					460.00 *
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	SHERIFF FUEL	SQLCD-1151166	12/03/2025	2,474.46
					2,474.46 *
VDACS, TREASURER OF VIRGIN	Police Supplies	CALIBRATION FEES	395262	11/24/2025	70.00
					70.00 *
WITMER PUBLIC SAFETY	Uniforms & Wearing Apparel	DUTY GEAR BELT	INV773165	10/31/2025	90.48
WITMER PUBLIC SAFETY	Uniforms & Wearing Apparel	BODY ARMOR	INV785235	11/21/2025	1,462.26
					1,552.74 *
PROPIO LS, LLC	TRANSLATOR SERVICES - DISPATCH	LANGUAGE INTERP.	0795231125	11/30/2025	31.88
PROPIO LS, LLC	TRANSLATOR SERVICES - DISPATCH	LANGUAGE INTERP.	0795241125	11/30/2025	17.55
					49.43 *
PROPIO LS, LLC	TRANSLATOR SERVICES -VICTIM WI	LANGUAGE INTERP.	0795251125	11/30/2025	4.24
					4.24 *
				TOTAL	6,225.94

12/18/2025  
 AP375  
 FUND # - 100

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
	*** Rescue Services ***				
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	738.31
					738.31 *
ELAN CORPORATE PAYMENT SYS	Training	26 CONFERENCE - HELL	12/15/2025	12/15/2025	425.00
ELAN CORPORATE PAYMENT SYS	Training	26 CONFERENCE - JEWE	12/15/2025	12/15/2025	350.00
ELAN CORPORATE PAYMENT SYS	Training	TARGET FREDERICKSBUR	12/15/2025	12/15/2025	126.21
ELAN CORPORATE PAYMENT SYS	Training	CPR CERT. CARD	12/15/2025	12/15/2025	430.59
					1,331.80 *
TELEFLEX LLC	Medical Supplies	EZ-10 NEEDLE SET	9510853769	11/24/2025	2,045.00
ARC3 GASES	Medical Supplies	OXYGEN/RETURN	0012432930	11/20/2025	344.38
LIFE-ASSIST, INC	Medical Supplies	MEDICAL SUPPLIES	2022203	11/24/2025	853.88
LIFE-ASSIST, INC	Medical Supplies	RX DESTROYER	2022425	12/01/2025	554.20
					3,797.46 *
VIRGINIA PENINSULA PUBLIC	Vehicle Maintenance	EMS VEHICLE MAINT	32883	11/15/2025	515.00
PORT RICHMOND AUTO PARTS	Vehicle Maintenance	COOLING FAN	499525 12/22/25	8/28/2025	340.05
PORT RICHMOND AUTO PARTS	Vehicle Maintenance	MEDIC 2 ANTIFREEZE	699785	11/28/2025	46.84
IMAGES IN ART SIGNS	Vehicle Maintenance	EMS VEHICLE DESIGN	8275	12/01/2025	115.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance	TIRES/MEDIC 91802	42522	10/09/2025	482.00
ATLANTIC EMERGENCY	Vehicle Maintenance	AC REPAIR	15915RIC	12/03/2025	4,073.79
					5,572.68 *
MANSFIELD OIL COMPANY	Vehicle Fuel	PRICING CORRECTION	MBINV-11128999	12/03/2025	37.23
MANSFIELD OIL COMPANY	Vehicle Fuel	PRICING CORRECTION	MBINV-11129009	12/03/2025	275.07
MANSFIELD OIL COMPANY	Vehicle Fuel	EMS FUEL	SQLCD-1151284	12/03/2025	1,009.47
					1,321.77 *
				TOTAL	12,762.02

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Radio Communications ***						
ELAN CORPORATE PAYMENT SYS	Misc.Contingencies	TOOLS	12/15/2025	12/15/2025		38.28	
ELAN CORPORATE PAYMENT SYS	Misc.Contingencies	TOOLS	12/15/2025	12/15/2025		36.39	
						74.67	*
AMERICAN TOWER CORP.	Tower Rent - Courthouse Site	TOWER LEASE	5116091	11/25/2025	5,641.86		*
					5,641.86		*
JAMES RIVER AIR	Maint Contract - Shelter HVAC	QRTLY MAINT.	C308161	12/01/2025	647.00		*
					647.00		*
SBA TOWERS, INC.	Tower Rent - Shackelfords Site	TOWER RENT	30651888	12/01/2025	8,370.63		*
					8,370.63		*
SPECTRASITE	Tower Rent - Canterbury Site	TOWER RENTAL	5102419	11/25/2025	6,261.59		*
					6,261.59		*
AMERICAN TOWER CORP.	Tower Rent - Newtown Site	TOWER LEASE	5116091	11/25/2025	6,090.35		*
					6,090.35		*
				TOTAL		27,086.10	

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Building Inspections ***						
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	49.31		
					49.31	*	
MANSFIELD OIL COMPANY	Vehicle Fuel	PRICING CORRECTION	MBINV-11128999	12/03/2025	9.31		
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL - VOYAGER	SQLCD-1151163	12/03/2025	66.49		
					75.80	*	
				TOTAL	125.11		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
VERIZON WIRELESS	*** Animal Control *** Telecommunications	WIRELESS DEVICES	6128907874	11/19/2025	80.02
SEREDNI TIRE & AUTO CENTE	Vehicle Maintenance	2 TIRES INSTALLED	RO#300064	12/02/2025	80.02 * 947.12 947.12 *
				TOTAL	1,027.14

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Emergency Services ***				
VERIZON WIRELESS	Communication Equipment	WIRELESS DEVICES	6129399520	11/25/2025	45.50
					45.50 *
ELAN CORPORATE PAYMENT SYS	Vehicle Fuel	EXXON SCOTTS STORE-	12/15/2025	12/15/2025	28.00
ELAN CORPORATE PAYMENT SYS	Vehicle Fuel	FUEL	12/15/2025	12/15/2025	45.80
ELAN CORPORATE PAYMENT SYS	Vehicle Fuel	FUEL	12/15/2025	12/15/2025	36.64
					110.44 *
NI GOVERNMENT SERVICES	Grant - Satelite Phones	SATELLITE PHONE	25113053431	12/03/2025	88.52
NI GOVERNMENT SERVICES	Grant - Satelite Phones	SATELLITE PHONE	25113053451	12/03/2025	88.52
NI GOVERNMENT SERVICES	Grant - Satelite Phones	SATELLITE PHONE	25113053461	12/03/2025	88.52
					265.56 *
				TOTAL	421.50

12/18/2025  
 AP375  
 FUND # - 100

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
	*** General Properties ***				
CARTER MACHINERY CO, INC	Repairs & Maintenance	GENERATOR REPAIR	2169374	11/20/2025	1,110.06 1,110.06 *
DOMINION ENERGY VIRGINIA	Electrical Services	REGISTRAR	020000 12/22/25	11/26/2025	88.47
DOMINION ENERGY VIRGINIA	Electrical Services	EMS PARKING	536597 12/22/25	12/04/2025	35.24
DOMINION ENERGY VIRGINIA	Electrical Services	ADMIN BLDG	688446 12/22/25	11/26/2025	5,093.85
DOMINION ENERGY VIRGINIA	Electrical Services	TAVERN MUSEUM	802507 12/22/25	11/26/2025	861.66 6,079.22 *
WORLD FUEL SERVICES, INC	Heating Services	HEATING OIL ADMIN	3383321-41525	12/01/2025	1,863.20 1,863.20 *
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	40.50
ELAN CORPORATE PAYMENT SYS	Telecommunications	RETURN	12/15/2025	12/15/2025	42.11- 1.61-*
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	PRICING CORRECTION	MBINV-11128999	12/03/2025	18.61
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL - VOYAGER	SQLCD-1151163	12/03/2025	142.47
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL - VOYAGER	SQLCD-1151163	12/03/2025	60.76
ELAN CORPORATE PAYMENT SYS	Vehicle & Equipment Fuel	FUEL	12/15/2025	12/15/2025	34.42
ELAN CORPORATE PAYMENT SYS	Vehicle & Equipment Fuel	FUEL	12/15/2025	12/15/2025	89.60 345.86 *
HORNS MIDDLESEX ACE HARDWA	Building Supplies	MAINT. SUPPLIES	61399/2	9/08/2020	57.24
ELAN CORPORATE PAYMENT SYS	Building Supplies	MUSUEM MATERIALS	12/15/2025	12/15/2025	190.39
ELAN CORPORATE PAYMENT SYS	Building Supplies	CT. RM SUPPLIES	12/15/2025	12/15/2025	133.12 380.75 *
JAMES RIVER AIR	HVAC System - Admin Building	QRTLTY MAINT.	C308161	12/01/2025	3,282.00 3,282.00 *
LAMB EXTERMINATING	Pest Control	PEST CTRL TREATMENT	56689	11/30/2025	315.00 315.00 *
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	BROWN LEATHER GLOVES	12/15/2025	12/15/2025	48.32
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	5 COVER BAGS	12/15/2025	12/15/2025	15.80
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	CIRCUIT CT. MATERIAL	12/15/2025	12/15/2025	295.73
ELAN CORPORATE PAYMENT SYS	Grounds Supplies	CIRCUIT CT MATERIALS	12/15/2025	12/15/2025	449.98 809.83 *
ELAN CORPORATE PAYMENT SYS	Bottled Water	REGISTRAR POSTAGE	12/15/2025	12/15/2025	32.24
ELAN CORPORATE PAYMENT SYS	Bottled Water	LOWES-TAPPAHANNOCK	12/15/2025	12/15/2025	179.80 212.04 *
				TOTAL	14,396.35

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
JAMES RIVER AIR	Maint. Contract - HVAC	QRTLY MAINT.	C308161	12/01/2025	547.00
LAMB EXTERMINATING	Maint. Contract - HVAC	PEST CTRL TREATMENT	56689	11/30/2025	50.00
				TOTAL	597.00 *

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043400 \*\*\* Station 8/Shacklefords \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Station 8/Shacklefords ***						
DOMINION ENERGY VIRGINIA	Electrical Service	STATION 8	160580 12/22/25	11/25/2025	196.05		
					196.05	*	
ELAN CORPORATE PAYMENT SYS	Telecommunications	STATION 8 INTERNET	12/15/2025	12/15/2025	74.50		
					74.50	*	
HORNS MIDDLESEX ACE HARDWA	Facility Supplies	ST 8 SUPPLIES	61422/2	9/09/2025	36.36		
HORNS MIDDLESEX ACE HARDWA	Facility Supplies	SPACE HEATER	62657/2	12/04/2025	119.98		
HORNS MIDDLESEX ACE HARDWA	Facility Supplies	CLEANING SUPPLIES	62698/2	12/08/2025	29.98		
					186.32	*	
LAMB EXTERMINATING	Pest Control	PEST CTRL TREATMENT	56689	11/30/2025	55.00		
					55.00	*	
				TOTAL	511.87		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043500 \*\*\* Station 2/Marriott School \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Station 2/Marriott School ***						
DOMINION ENERGY VIRGINIA	ELECTRICAL SERVICE	MULTIPLE LOCATIONS	892311 12/22/25	11/24/2025	150.79		
DOMINION ENERGY VIRGINIA	ELECTRICAL SERVICE	MULTIPLE LOCATIONS	939421 12/22/25	11/24/2025	172.12		
					322.91	*	
HORNS MIDDLESEX ACE HARDWA	FACILITY SUPPLIES	STATION 2 SUPPLIES	62385/2	11/13/2025	79.15		
					79.15	*	
LAMB EXTERMINATING	PEST CONTROL	PEST CTRL TREATMENT	56689	11/30/2025	50.00		
					50.00	*	
				TOTAL	452.06		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 043600 \*\*\* GENERAL PROPERTIES - HUB33 \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** GENERAL PROPERTIES - HUB33 ***						
DOMINION ENERGY VIRGINIA	ELECTRICAL SERVICES	HUB 33	765777 12/22/25	12/04/2025	1,312.94		
DOMINION ENERGY VIRGINIA	ELECTRICAL SERVICES	HUB 33	933833 12/22/25	12/04/2025		25.70	
					1,338.64		*
AMAZON CAPITAL SERVICES	FACILITY SUPPLIES	BULLETIN BOARD	14JV-RJCM-4P61	9/02/2025		38.33	
						38.33	*
LAMB EXTERMINATING	PEST CONTROL	PEST CTRL TREATMENT	56689	11/30/2025		65.00	
						65.00	*
				TOTAL		1,441.97	

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 052500 \*\*\* Community Services Board \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
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MIDDLE PENINSULA NORTHERN	*** Community Services Board *** Community Services Board	CHPTR X QTR BILL	CPTRX-677	12/02/2025	12,508.00
				TOTAL	12,508.00 *

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 071100 \*\*\* COMMUNITY PROGRAMMING \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** COMMUNITY PROGRAMMING ***						
VERIZON WIRELESS	TELECOMMUNICATIONS	WIRELESS DEVICES	6129399520	11/25/2025	40.50		
					40.50	*	
ELAN CORPORATE PAYMENT SYS	FUEL	FUEL	12/15/2025	12/15/2025	39.00		
					39.00	*	
ELAN CORPORATE PAYMENT SYS	PROGRAM SUPPLIES	PROGRAM SUPPLIES	12/15/2025	12/15/2025	42.43		
ELAN CORPORATE PAYMENT SYS	PROGRAM SUPPLIES	PROGRAM SUPPLIES	12/15/2025	12/15/2025	95.13		
ELAN CORPORATE PAYMENT SYS	PROGRAM SUPPLIES	PROGRAM SUPPLIES	12/15/2025	12/15/2025	11.84		
ELAN CORPORATE PAYMENT SYS	PROGRAM SUPPLIES	PROGRAM SUPPLIES	12/15/2025	12/15/2025	19.15		
ELAN CORPORATE PAYMENT SYS	PROGRAM SUPPLIES	PROGRAM SUPPLIES	12/15/2025	12/15/2025	135.53		
BRICKHOUSE CREATIONS STUDI	PROGRAM SUPPLIES	OYSTER ORNAMNT CLASS	12/04/2025	12/04/2025	450.00		
STAVNA BALLET	PROGRAM SUPPLIES	NUTCRACKER PERFORM	12/15/2025	11/19/2025	500.00		
					1,254.08	*	
				TOTAL	1,333.58		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 071500 \*\*\* Mattaponi Pier \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Mattaponi Pier ***				
DOMINION ENERGY VIRGINIA	Electrical Service	PIER	039916 12/22/25	12/04/2025	23.76
					23.76 *
TREASURER OF VIRGINIA	Operating Expenses	PIER FISHING LICENSE	N068789 2026	11/24/2025	715.00
GFL ENVIROMENTAL	Operating Expenses	PIER DUMPSTER	KA0002916214	9/15/2025	344.74
GFL ENVIROMENTAL	Operating Expenses	PIER DUMPSTER	KA0002970840	10/15/2025	343.94
GFL ENVIROMENTAL	Operating Expenses	PIER DUMPSTER	KA0003024740	11/15/2025	343.94
					1,747.62 *
				TOTAL	1,771.38

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
*** Public Library ***					
JAMES RIVER AIR	Repairs & Maintenance	QRTLTY MAINT.	C308161	12/01/2025	498.00
IMAGES IN ART SIGNS	Repairs & Maintenance	LIBRARY SIGN	8264	11/10/2025	95.00
ELAN CORPORATE PAYMENT SYS	Repairs & Maintenance	LIBRARY ROAD SIGNS	12/15/2025	12/15/2025	499.50
					1,092.50 *
TRUIST BANK	POSTAL SERVICES	USPS PO BOX 279 RENE	11/25/2025	11/25/2025	.00
TRUIST BANK	POSTAL SERVICES	USPS PO BOX 279 RENE	11/25/2025	11/25/2025	81.00
					81.00 *
VERIZON WIRELESS	TELECOMMUNICATIONS	WIRELESS DEVICES	6129399520	11/25/2025	40.50
ELAN CORPORATE PAYMENT SYS	TELECOMMUNICATIONS	LIBRARY INTERNET	12/15/2025	12/15/2025	122.00
					162.50 *
VIRGINIA LIBRARY ASSOCIATI	MEMBERSHIP DUES	LIBRARY DUES	16662	12/09/2025	165.00
					165.00 *
ELAN CORPORATE PAYMENT SYS	MISCELLANEOUS	STAFF MEETING FOOD	12/15/2025	12/15/2025	37.76
					37.76 *
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	BOOKS/WALL CALENDAR	1LDW-MW46-W3F6	12/01/2025	14.95
					14.95 *
ELAN CORPORATE PAYMENT SYS	CUSTODIAL SUPPLIES	CLEANING SUPPLIES	12/15/2025	12/15/2025	186.88
ELAN CORPORATE PAYMENT SYS	CUSTODIAL SUPPLIES	CLEANING SUPPLIES	12/15/2025	12/15/2025	7.13
ELAN CORPORATE PAYMENT SYS	CUSTODIAL SUPPLIES	CLEANING SUPPLIES	12/15/2025	12/15/2025	11.35
					205.36 *
ELAN CORPORATE PAYMENT SYS	FUEL	LIBRARY FUEL	12/15/2025	12/15/2025	37.71
ELAN CORPORATE PAYMENT SYS	FUEL	LIBRARY - FUEL	12/15/2025	12/15/2025	28.38
					66.09 *
AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES	BOOKS/SUPPLIES	1TG-WPNX-4WDD	8/18/2025	8.81
ELAN CORPORATE PAYMENT SYS	LIBRARY SUPPLIES	LOWES TAPPAHANNOCK	12/15/2025	12/15/2025	14.66
					23.47 *
ELAN CORPORATE PAYMENT SYS	SERVICES/LIBRARY PROGRAMS	BOOKING FOR EVENT	12/15/2025	12/15/2025	275.00
					275.00 *
SPRINGSHARE, LLC	LIBRARY ROOM SCHEDULING CALEND	LIBRARY RM SCHEDULE	25-R6375	12/05/2025	1,177.00
					1,177.00 *
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	1GDF-6TGT-H69R	12/03/2025	12.99
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOK	1JP6-WGKV-C6WM	11/22/2025	17.60
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS/WALL CALENDAR	1LDW-MW46-W3F6	12/01/2025	85.44
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	1PW3-JJJP-73Y9	11/24/2025	11.99
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS/SUPPLIES	1TG-WPNX-4WDD	8/18/2025	5.75
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	11VH-F3VF-LNRV	11/19/2025	22.79
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	13MP-9F7D-364F	12/01/2025	392.91
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOK REFUND	17CM-7GJQ-K6TN	12/03/2025	12.99-
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	17HT-MRY6-3X34	11/18/2025	58.30
AMAZON CAPITAL SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	197M-LCC7-77CV	11/24/2025	16.50
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	91978072	11/14/2025	25.66
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019582	11/17/2025	18.29
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019583	11/17/2025	14.62
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019584	11/17/2025	16.63
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019585	11/17/2025	53.77

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019586	11/17/2025	14.03
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019587	11/17/2025	36.53
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019588	11/17/2025	17.75
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019589	11/17/2025	13.95
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92019590	11/17/2025	267.31
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92202077	11/24/2025	37.79
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92202078	11/24/2025	20.08
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92202079	11/24/2025	44.99
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92202080	11/24/2025	14.62
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	9220281	11/24/2025	107.62
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92253079	11/25/2025	22.94
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92253080	11/25/2025	14.84
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92253081	11/25/2025	16.07
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92253082	11/25/2025	6.38
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92253083	11/25/2025	17.23
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92316708	11/28/2025	17.81
INGRAM LIBRARY SERVICES	BOOKS/LIBRARY COLLECTION	BOOKS	92316709	11/28/2025	236.60
THE NEW YORK TIMES	BOOKS/LIBRARY COLLECTION	GROUP SUBSCRIPTION	I11169234	12/03/2025	3,328.00
					4,974.79 *
TRIBUNE	SUBSCRIPTION/DAILY PRESS & TDW	DIGITAL SUBSCRIPTION 1		11/05/2025	720.00
					720.00 *
				TOTAL	8,995.42

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
	*** Planning Commission ***				
RICHARDSON, HUNTER	Mileage - Allowances	PLAN COM MILEAGE	12/1/2025	12/01/2025	23.80
SHACKELFORD, ROBERT L.	Mileage - Allowances	PLAN COM MILEAGE	12/1/2025	12/01/2025	37.80
WILSON, JR. EDMOND L.	Mileage - Allowances	PLAN COM MILEAGE	12/1/2025	12/01/2025	25.20
JACKSON, COMER	Mileage - Allowances	PLN COM MEETING	12/1/2025	12/01/2025	23.10
MASSEY, JONATHAN	Mileage - Allowances	PLAN COM MILEAGE	12/1/2025	12/01/2025	21.00
BRADLEY, MAC	Mileage - Allowances	PLAN COM MILEAGE	12/1/2025	12/01/2025	15.40
					146.30 *
				TOTAL	146.30

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
VERIZON WIRELESS	*** Economic Development *** Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	49.31		
TRUIST BANK	Office Supplies	GOTPRINT.COM - KELLY	11/25/2025	11/25/2025	44.15		*
				TOTAL	44.15		*
					93.46		

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

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

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$	PAY	\$\$
	*** Zoning Administrator ***						
VERIZON WIRELESS	Telecommunications	WIRELESS DEVICES	6129399520	11/25/2025	49.31		
					49.31	*	
MANSFIELD OIL COMPANY	Vehicle Equipment Fuel	PRICING CORRECTION	MBINV-11128999	12/03/2025	9.31		
MANSFIELD OIL COMPANY	Vehicle Equipment Fuel	FUEL - VOYAGER	SQLCD-1151163	12/03/2025	29.02		
					38.33	*	
A. MORTON THOMAS & ASSOCIA	AMT/SOLAR FARM REVIEWS	SOLAR INSPECTION	408893	12/02/2025	10,148.75		
A. MORTON THOMAS & ASSOCIA	AMT/SOLAR FARM REVIEWS	SOLAR INSPECTION	408970	12/09/2025	1,086.25		
					11,235.00	*	
				TOTAL	11,322.64		

12/18/2025  
 AP375  
 FUND # - 100

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 081800 \*\*\* ECONOMIC DEV. AUTHOURITY \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
*** ECONOMIC DEV. AUTHOURITY ***					
COLEMAN, MELINDA	Mileage	EDA MILEAGE	10/2/25	10/02/2020	2.80
COLEMAN, MELINDA	Mileage	EDA MILEAGE	9/4/25	9/04/2020	2.80
ROBINSON, PLUNARD	Mileage	EDA MILEAGE	11/6/25	11/06/2025	23.80
ROBINSON, PLUNARD	Mileage	EDA MILEAGE	12/4/25	12/04/2025	23.80
ROBINSON, PLUNARD	Mileage	EDA MILEAGE	7/3/25	7/03/2025	23.80
LONGEST, JR., GEORGE M.	Mileage	EDA MILEAGE	10/2/25	10/02/2025	28.00
LONGEST, JR., GEORGE M.	Mileage	EDA MILEAGE	12/4/25	12/04/2024	28.80
LONGEST, JR., GEORGE M.	Mileage	EDA MILEAGE	7/3/25	7/03/2025	28.00
LONGEST, JR., GEORGE M.	Mileage	EDA MILEAGE	9/4/25	9/04/2025	28.00
HOLMES, JESSE	Mileage	EDA MILEAGE	10/2/25	10/02/2025	44.80
HOLMES, JESSE	Mileage	EDA MILEAGE	11/6/25	11/06/2025	44.80
HOLMES, JESSE	Mileage	EFA MILEAGE	12/4/25	12/04/2025	44.80
HOLMES, JESSE	Mileage	EDA MILEAGE	7/3/25	7/03/2025	44.80
HOLMES, JESSE	Mileage	EDA MILEAGE	9/4/25	9/04/2025	44.80
ASHLEY, PAMELA	Mileage	EDA MILEAGE	11/6/25	11/06/2025	12.60
ASHLEY, PAMELA	Mileage	EDA MILEAGE	12/4/25	12/04/2025	12.60
MCGUIRE, JOSEPH	Mileage	EDA MILEAGE	10/2/2025	10/02/2025	22.40
MCGUIRE, JOSEPH	Mileage	EDA MILEAGE	12/4/25	12/04/2025	22.40
MCGUIRE, JOSEPH	Mileage	EDA MILEAGE	7/3/25	7/03/2025	22.40
MASSEY, SARAH	Mileage	EDA MILEAGE	11/6/25	11/06/2025	26.60
MASSEY, SARAH	Mileage	EDA MILEAGE	12/4/25	12/04/2025	26.60
					559.40 *
KING & QUEEN EDA	Site Study/Timmons	SITE STUDY	380231	10/07/2025	3,750.00
KING & QUEEN EDA	Site Study/Timmons	SITE STUDY	382685	11/11/2025	3,750.00
					7,500.00 *
				TOTAL	8,059.40

12/18/2025  
AP375  
FUND # - 100

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 096000 \*\*\* Expenditure Refunds \*\*\*

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
	*** Expenditure Refunds ***				
A. MORTON THOMAS & ASSOCIA	Strata/Solar Farm	SOLAR INSPECTION	408893	12/02/2025	5,926.25
A. MORTON THOMAS & ASSOCIA	Strata/Solar Farm	SOLAR INSPECTION	408970	12/09/2025	9,056.25
				TOTAL	14,982.50 *
				FUND TOTAL	132,460.54

12/18/2025  
AP375  
FUND # - 301

FROM DATE-12/22/2025  
TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
KING & QUEEN  
DEPT # - 094100

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
IMAGES IN ART SIGNS	Sheriff's Dept. Vehicles	PATROL GRAPHICS	8261	11/12/2025	5,000.00
SKANSKA	Emergency Services Facility	PROJECT MANAGEMENT	22222828-40	12/01/2025	5,000.00 * 340.50 340.50 *
FIBERTEC INSULATION, LLC.	STATION 8 REPAIRS	ANTIMICROBIAL TMT	7513A	11/26/2025	800.00 800.00 *
SKANSKA	ADMIN BUILDING RENOVATION	PROJECT MANAGEMENT	22222828-40	12/01/2025	340.50 340.50 *
				TOTAL	6,481.00
				FUND TOTAL	6,481.00

12/18/2025 FROM DATE-12/22/2025  
 AP375 TO DATE- 12/22/2025  
 FUND # - 351 Expenditures

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 094100 Capital Projects

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
-----	-----	-----	-----	----	-----
D&H CONSTRUCTION SERVICES,	Capital Projects School Capital Projects	SCHOOL CAPITAL FUND	PAYAPPL K&Q	11/21/2025	29,830.19
				TOTAL	29,830.19 *
				FUND TOTAL	29,830.19

12/18/2025  
 AP375  
 FUND # - 352 EXPENDITURES

FROM DATE-12/22/2025  
 TO DATE- 12/22/2025

ACCOUNTS PAYABLE LIST  
 KING & QUEEN  
 DEPT # - 095100

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$ PAY \$\$
SKANSKA	KQES CONSTRUCTION	PROJECT MANAGEMENT	22222828-40	12/01/2025	1,589.00
				TOTAL	1,589.00 *
				FUND TOTAL	1,589.00
				TOTAL DUE	170,360.73

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_  
 Title \_\_\_\_\_ Date \_\_\_\_\_

AP375H  
1/05/2026  
FUND # - 100 Revenue - General Fund

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
0020		E & S Sureties/Refundable			
	2756	ADAMS, STEVEN	12/05/25	RPA MOD PRMIT REFUND	540.00
	4153	LITTREAL, WILLIAM	12/15/25	WATER IMPACT REFUND	3,240.00
				ACCOUNT TOTAL	3,780.00 *
				MAJOR TOTAL	3,780.00 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 2

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
3600		Advertising			
	58	RAPPAHANNOCK TIMES	CL10292504	AMEND CO. CODE NTICE	255.42
	58	RAPPAHANNOCK TIMES	CL10292505	CIG TAX HEARING	91.44
				ACCOUNT TOTAL	346.86 *
5510		Mileage - Allowances			
	800	ALSOP, SHERRIN C.	12/15/2025	MILEAGE	278.60
	2240	BILLUPS, CAROLYN	12/15/25	MILEAGE	86.15
	3353	BERRY, MARK R.	12/15/2025	MILEAGE/CONF	275.80
				ACCOUNT TOTAL	640.55 *
5540		Convention & Education			
	3353	BERRY, MARK R.	12/15/2025	MILEAGE/CONF	401.70
				ACCOUNT TOTAL	401.70 *
				MAJOR TOTAL	1,389.11 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 3

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6001	2453	Office Supplies STERICYCLE, INC.	80130003011	SHREDDING	91.30
				ACCOUNT TOTAL	91.30 *
				MAJOR TOTAL	91.30 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 4

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6001		HR EVENT SUPPLIES			
	2250	AMAZON CAPITAL SERVICES	1PVH-YR94-3W13	RETURN/REFUND	5.99-
				ACCOUNT TOTAL	5.99-*
				MAJOR TOTAL	5.99-**

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
3160		Professional Services			
	1628	CLEAR POINT CPA	1448	FY26 GOV ACCT SVCE	8,133.75
	1628	CLEAR POINT CPA	1468	FY 26 GOV ACCT SVCE	12,541.25
				ACCOUNT TOTAL	20,675.00 *
3120		Cost Allocation Plan			
	10	ROBINSON, FARMER, COX	12/04/25	COST ALLOCATION PLAN	4,300.00
				ACCOUNT TOTAL	4,300.00 *
				MAJOR TOTAL	24,975.00 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 6

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5540		Convention & Education			
	1559	LUMPKIN, KELLY N.	12/15/25	CORRECTION/MILEAGE	.05
	1559	LUMPKIN, KELLY N.	12/29/25	REINBURSEMENT	68.13
				ACCOUNT TOTAL	68.18 *
5810		Dues & Association Member			
	549	TIDEWATER COMMISSIONER	12/15/2025	ANNUAL DUES	45.00
				ACCOUNT TOTAL	45.00 *
5845		Miscellaenous			
	1559	LUMPKIN, KELLY N.	12/29/25	REINBURSEMENT	153.88
				ACCOUNT TOTAL	153.88 *
6012		Books and Subscriptions			
	656	VIRGINIA INTERACTIVE LLC	3853422	ANNUAL SUBSCRIPTION	118.75
	1898	J.D. POWER	ORDUS373814	BOOK RV	298.50
	3189	AIRCRAFT BLUEBOOK	81200857	AIRCRAFT VALUE BOOK	218.31
				ACCOUNT TOTAL	635.56 *
				MAJOR TOTAL	902.62 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 7

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6001	1	Office Supplies OFFICE DEPOT	449149084001	CUSTOM STAMP	28.99
				ACCOUNT TOTAL	28.99 *
				MAJOR TOTAL	28.99 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 8

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6001	2481	Office Supplies/Software SUMMIT BUSINESS ASSOCIATE	2025484	IBM CLOUD BACKUP	155.02
				ACCOUNT TOTAL	155.02 *
5410	1132	COPIER LEASES RICOH AMERICAS CORP.	9033458340	COPIER SERVICE	1,761.50
				ACCOUNT TOTAL	1,761.50 *
6001	2250	IT Supplies/Rescue Servic AMAZON CAPITAL SERVICES	1HK9-H16C-C6QX	SSD MINI	126.99
	2250	AMAZON CAPITAL SERVICES	1T4C-YJY9-J641	IPAD CASES/KVM SWTCH	759.90
				ACCOUNT TOTAL	886.89 *
				MAJOR TOTAL	2,803.41 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5810		Dues & Association Member			
	335	VEBA	12/29/2025	2026 DUES	250.00
				ACCOUNT TOTAL	250.00 *
3150		IT Security Assessment			
	3294	B.W. MURRAY & CO. INC.	2387	IT SECURITY ASSESS	629.73
				ACCOUNT TOTAL	629.73 *
				MAJOR TOTAL	879.73 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 10

MAJOR# ACCT# 1700	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
		Compensation of Jurors			
	999999	RICHARDSON, GEORGE	000000325251209	JUROR PAYMNT	50.00
	999999	CHARNOCK, KEVIN	000000326251209	JUROR PAYMNT	50.00
	999999	RUBINO, REBECCA	000000327251209	JUROR PAYMNT	50.00
	999999	HORNTON, STEVEN	000000328251209	JUROR PAYMNT	50.00
	999999	HOLMES, SHEILA	000000329251209	JUROR PAYMNT	50.00
	999999	BROOKS, CHRISTOPHER	000000330251209	JUROR PAYMNT	50.00
	999999	BROWN, JAMIE	000000331251209	JUROR PAYMNT	50.00
	999999	HAGUE, CATHERINE	000000332251209	JUROR PAYMNT	50.00
	999999	GEIST, ERIN	000000333251209	JUROR PAYMNT	50.00
				ACCOUNT TOTAL	450.00 *
				MAJOR TOTAL	450.00 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 11

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5410		Lease/Rent of Equipment			
	1132	RICOH AMERICAS CORP.	41174717	COPIER LEASE	98.23
				ACCOUNT TOTAL	98.23 *
				MAJOR TOTAL	98.23 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 12

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6001		Office Supplies			
	2250	AMAZON CAPITAL SERVICES	1CTK-FC4T-FHD4	KW-JDR COURT O.S.	17.45
	2250	AMAZON CAPITAL SERVICES	1M7L-DXMH-NGCC	KW-JDR COURT O.S.	202.85
				ACCOUNT TOTAL	220.30 *
				MAJOR TOTAL	220.30 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 13

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5230	2061	Telecommunications ELAVON	CA5334101653	TELECOMMUNICATION	5.59
				ACCOUNT TOTAL	5.59 *
5510	2739	Mileage REED, PATRICIA	12/30/2025	MILEAGE	95.20
	3761	THOMAS, VICTORIA N.	12/23/2025	MILEAGE	71.40
				ACCOUNT TOTAL	166.60 *
6001	2250	Office Supplies AMAZON CAPITAL SERVICES	1CDX-K1J1-H1HN	OFFICE SUPPLIES	95.34
				ACCOUNT TOTAL	95.34 *
6012	253	Microfilming & Indexing TREASURER OF VIRGINIA	26-097C-RED	REDACTION	226.92
	253	TREASURER OF VIRGINIA	26-097C-RED	REDACTION	27.30
				ACCOUNT TOTAL	254.22 *
6022	4155	Grant/Records Preservatio HF GROUP, LLC.	60174	RECORDS PRESERVATION	10,979.60
				ACCOUNT TOTAL	10,979.60 *
8202	3756	Furniture & Fixtures WYATT-OGG FURNITURE	75692	OFFICE FURNITURE	3,405.18
				ACCOUNT TOTAL	3,405.18 *
				MAJOR TOTAL	14,906.53 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 14

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230		Telecommunications			
	17	VERIZON SOUTH, INC.	31222 11/25	785 LINES	126.88
	17	VERIZON SOUTH, INC.	448578 11/25	785-769 CONNECTION	38.64
	17	VERIZON SOUTH, INC.	6131011020	DUPUTY PHONES	188.55
	17	VERIZON SOUTH, INC.	6131011020-C	DEPUTY PHONES	188.55-
	17	VERIZON SOUTH, INC.	6131425674	SHERIFF CELL PHNS	1,283.28
	17	VERIZON SOUTH, INC.	6131425674-C	SHERIFF CELL PHNS	1,283.28-
	17	VERIZON SOUTH, INC.	735036 12/25	769 LINES	2.24
	67	VERIZON WIRELESS	6131011020	SHERIFF CELL PHNS	188.55
	67	VERIZON WIRELESS	6131425674	SHERIFF CELL PHNS	1,283.28
				ACCOUNT TOTAL	1,639.59 *
5810		Dues & Association Member			
	220	VIRGINIA SHERIFFS' ASSOC.	05192150	ANNUAL DUES	80.00
				ACCOUNT TOTAL	80.00 *
6001		Office Supplies			
	1	OFFICE DEPOT	449109100001	OFFICE SUPPLIES	166.52
	1	OFFICE DEPOT	449118089001	WHITE TABS	6.69
	1	OFFICE DEPOT	449118089001-2	CORRECTION	.07-
	2650	IMAGES IN ART SIGNS	8285	HIRING BANNERS	584.00
				ACCOUNT TOTAL	757.14 *
6007		Vehicle Maintenance & Rep			
	48	VIRGINIA PENINSULA PUBLIC	32940	8 VEHICLES SVCD	280.00
				ACCOUNT TOTAL	280.00 *
6009		Vehicle & Equipment Suppl			
	145	WEST POINT FORD	21653	REPLACE BATTERY	199.95
	294	PORT RICHMOND AUTO PARTS	506766	REPLACE BATTERY	189.99
				ACCOUNT TOTAL	389.94 *
6011		Uniforms & Wearing Appare			
	230	DMV	202533400087	ID CARD FOR DEPUTY	10.00
	2476	WITMER PUBLIC SAFETY	INV798234	TACTIX JACKET SYSTEM	320.00
				ACCOUNT TOTAL	330.00 *
8300		Accreditation			
	2250	AMAZON CAPITAL SERVICES	1HVG-MC39-GN73	FILE TABS	33.96
				ACCOUNT TOTAL	33.96 *
3120		Employee Hiring Processin			
	2851	LABORATORY CORPORATION	85690464	PRE EMPLOY TEST	90.00
	3682	CAPITOL CITY POLYGRAPH SER	12/15/2025	PRE EMPLOY POLYGRAPH	200.00
	4065	VERNONPSYD, LLC	102345	PSYCH EVAL	350.00
				ACCOUNT TOTAL	640.00 *
				MAJOR TOTAL	4,150.63 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 15

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5230	29	E911 PHONE LINES AT&T	7502400118		3,429.25
				ACCOUNT TOTAL	3,429.25 *
3320	600	Annual Maintenance - ESRI E.S.R.I., INC.	900161354	ARC GIS 2026	2,864.00
				ACCOUNT TOTAL	2,864.00 *
				MAJOR TOTAL	6,293.25 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 16

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
6007		Vehicle Maintenance			
	48	VIRGINIA PENINSULA PUBLIC	32939	INSPECTION/OIL	157.50
	505	ADVANCE AUTO PARTS	2118532454032	WIPER BLADES	73.90
	1133	DANNY'S GLASS	1480669	REPLACE WINDSHIELD	813.89
	2250	AMAZON CAPITAL SERVICES	1K6X-P6T9-1Q9W	VARIOUS SUPPLIES	163.63
				ACCOUNT TOTAL	1,208.92 *
6008		Vehicle Fuel			
	2257	MANSFIELD OIL COMPANY	SQLCD-1155168	EMS FUEL	1,636.39
				ACCOUNT TOTAL	1,636.39 *
8000		Equipment			
	2250	AMAZON CAPITAL SERVICES	1K6X-P6T9-1Q9W	VARIOUS SUPPLIES	99.17
				ACCOUNT TOTAL	99.17 *
				MAJOR TOTAL	2,944.48 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 17

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5110		Electrical Services			
	4	DOMINION ENERGY VIRGINIA	266440 12/25	COURTHOUSE TOWER	509.17
				ACCOUNT TOTAL	509.17 *
5410		Tower Rent - Shackelfords			
	2011	SBA TOWERS, INC.	IN30653685	TOWER RENT	8,370.63
				ACCOUNT TOTAL	8,370.63 *
				MAJOR TOTAL	8,879.80 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 18

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5230		Telecommunications			
	17	VERIZON SOUTH, INC.	6131425674	SHERIFF CELL PHNS	80.02
	17	VERIZON SOUTH, INC.	6131425674-C	SHERIFF CELL PHNS	80.12-
	67	VERIZON WIRELESS	6131425674	SHERIFF CELL PHNS	80.12
				ACCOUNT TOTAL	80.02 *
6009		Vehicle Maintenance			
	216	GALL'S LLC	033415958	LED FLASHLIGHT	203.13
				ACCOUNT TOTAL	203.13 *
6011		Uniforms & Wearing Appare			
	216	GALL'S LLC	033378169	POLO SHIRTS	90.47
				ACCOUNT TOTAL	90.47 *
6014		Animal Capture Supplies			
	2250	AMAZON CAPITAL SERVICES	1LN3-CRV7-QR6L	CAPTURE SUPPLIES	120.88
				ACCOUNT TOTAL	120.88 *
3110		Rabies Exposure Shots			
	2765	MIDDLESEX COUNTY	137077213 12/25	EPPS VACCINE	424.20
				ACCOUNT TOTAL	424.20 *
				MAJOR TOTAL	918.70 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 19

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5600	134	ADMIN FEE KING WILLIAM COUNTY	25-01603	ANIMAL SHELTER	1,521.26
				ACCOUNT TOTAL	1,521.26 *
7000	134	KW/KQ Animal Shelter KING WILLIAM COUNTY	25-01603	ANIMAL SHELTER	50,708.56
				ACCOUNT TOTAL	50,708.56 *
				MAJOR TOTAL	52,229.82 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 20

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3310		Repairs & Maintenance			
	3586	DONE RIGHT PLUMBING, LLC	4177	FIX WATER LEAK	700.00
	3586	DONE RIGHT PLUMBING, LLC	4834	TOILET REPAIR	275.00
				ACCOUNT TOTAL	975.00 *
5110		Electrical Services			
	4	DOMINION ENERGY VIRGINIA	982501 12/25	CIRCUIT COURT	559.37
	4	DOMINION ENERGY VIRGINIA	983002 12/25	5-B	221.21
				ACCOUNT TOTAL	780.58 *
5230		Telecommunications			
	17	VERIZON SOUTH, INC.	010957 11/25	ANALOG LINES	54.66
	17	VERIZON SOUTH, INC.	010957 12/25	ANALOG LINES	420.86
				ACCOUNT TOTAL	475.52 *
6009		Vehicle & Equipment Suppl			
	294	PORT RICHMOND AUTO PARTS	506958	TRUCK PARTS	153.31
				ACCOUNT TOTAL	153.31 *
3320		Dumpster Service - Courth			
	3852	REPUBLIC SERVICES	3-0957-0023092	DUMPSTERS	175.62
				ACCOUNT TOTAL	175.62 *
3320		Elevator Inspections			
	2341	PRIORITY ELEVATOR	69658	ELEVATOR INSPECTION	310.00
				ACCOUNT TOTAL	310.00 *
3320		FIRE ALARM SYSTEM ANNUAL			
	2654	BFPE INTERNATIONAL	3313936	ANNUAL INSPECTION	663.06
				ACCOUNT TOTAL	663.06 *
				MAJOR TOTAL	3,533.09 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 21

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5110		Electrical Service			
	4	DOMINION ENERGY VIRGINIA	700310 12/25	MARRIOTT SCHOOL	440.43
				ACCOUNT TOTAL	440.43 *
				MAJOR TOTAL	440.43 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 22

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6014		Facility Supplies			
	2250	AMAZON CAPITAL SERVICES	1K6X-P6T9-1Q9W	VARIOUS SUPPLIES	98.75
	3113	HORNS MIDDLESEX ACE HARDWA	62905/2	ST. 8 SUPPLIES	13.35
				ACCOUNT TOTAL	112.10 *
				MAJOR TOTAL	112.10 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 23

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5110	4	ELECTRICAL SERVICE DOMINION ENERGY VIRGINIA	102924 12/25	STATION 2	190.58
				ACCOUNT TOTAL	190.58 *
6014	2250	FACILITY SUPPLIES AMAZON CAPITAL SERVICES	1K6X-P6T9-1Q9W	VARIOUS SUPPLIES	48.80
				ACCOUNT TOTAL	48.80 *
3320	2010	DUMPSTER SERVICE GFL ENVIROMENTAL	KA0003105705	DUMPSTER	221.25
				ACCOUNT TOTAL	221.25 *
				MAJOR TOTAL	460.63 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 24

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3320	3852	DUMPSTER SERVICE REPUBLIC SERVICES	3-0957-0023092	DUMPSTERS	135.26
				ACCOUNT TOTAL	135.26 *
5410	1132	COPIER LEASE - MPPDC RICOH AMERICAS CORP.	9033458340	COPIER SERVICE	79.22
				ACCOUNT TOTAL	79.22 *
3320	4034	CUSTODIAL SERVICE HAYES & COMPANY CLEANING L	12/30/25	HUB 33 CLEANING	1,400.00
				ACCOUNT TOTAL	1,400.00 *
5410	1132	COPIER LEASE - SUITE 200 RICOH AMERICAS CORP.	9033458340	COPIER SERVICE	233.05
				ACCOUNT TOTAL	233.05 *
				MAJOR TOTAL	1,847.53 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 25

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
5600	402	Legal Aid Works LEGAL AID WORKS	08/08/25	FY 26 CONTRIBUTION	1,000.00
				ACCOUNT TOTAL	1,000.00 *
5600	731	Indian River Humane Socie INDIAN RIVER HUMANE SOC.	12/14/25	FY26 ALLOCATION	2,500.00
				ACCOUNT TOTAL	2,500.00 *
5600	1407	Arts Alive ARTS ALIVE	12/15/25	FUNDING	4,500.00
				ACCOUNT TOTAL	4,500.00 *
				MAJOR TOTAL	8,000.00 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 26

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6000	2010	GFL ENVIROMENTAL Operating Expenses	KA0003077270	PIER	344.74
				ACCOUNT TOTAL	344.74 *
				MAJOR TOTAL	344.74 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 27

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
3310	955	Repairs & Maintenance AYLETT SAND & GRAVEL	679236	GRAVEL/LIBRARY	145.40
				ACCOUNT TOTAL	145.40 *
5110	4	Electrical Services DOMINION ENERGY VIRGINIA	503158 12/25	LIBRARY	417.39
	4	DOMINION ENERGY VIRGINIA	861216 12/25	LIBRARY	297.10
				ACCOUNT TOTAL	714.49 *
3320	2010	Dumpster Service GFL ENVIROMENTAL	KA0003105705	DUMPSTER	221.25
				ACCOUNT TOTAL	221.25 *
				MAJOR TOTAL	1,081.14 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 28

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5510		Mileage - Allowances			
	521	ALLEN, BARRY L.	12/01/2025	DEC PLAN COM MEETNG	23.80
				ACCOUNT TOTAL	23.80 *
				MAJOR TOTAL	23.80 **

AP375H  
1/05/2026  
FUND # - 100

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 29

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5810		DUES & MEMBERSHIPS			
	4004	MINX, TURNER	12/16/2025	VESA DUES REIMBURSE	130.00
				ACCOUNT TOTAL	130.00 *
6014		PROJECT/PROGRAM SUPPLIES			
	4004	MINX, TURNER	12/18/25	WHEAT PROJECT REIMB.	841.34
				ACCOUNT TOTAL	841.34 *
				MAJOR TOTAL	971.34 **

AP375H  
 1/05/2026  
 FUND # - 100

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
 PAGE 30

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
5897	2280	Miscellaneous Contingenci WILLIAMS SCOTSMAN, INC	9025154892	STORAGE CONTAINER	130.25
				ACCOUNT TOTAL	130.25 *
5899	536	Salary Contingency AMMONS, TINA R.	12/16/25	REIMBURSE BOS GIFTS	1,300.00
	4154	DOUGHERTY, BETTY	12/18/2025	REIMBURSE BOS GIFTS	250.00
				ACCOUNT TOTAL	1,550.00 *
				MAJOR TOTAL	1,680.25 **
				FUND TOTAL	144,430.96

AP375H  
1/05/2026  
FUND # - 221 Expenditures

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
8000		E-Summons Software			
	3231	POS SUPPLY SOLUTIONS, INC.	INV-213233	E-SUMMONS TCKT PRINT	2,120.04
				ACCOUNT TOTAL	2,120.04 *
				MAJOR TOTAL	2,120.04 **
				FUND TOTAL	2,120.04

AP375H  
 1/05/2026  
 FUND # - 224 Expenditures

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
6000		Supplies			
	3158	CANINE DEVELOPMENT GROUP,	GSYH6DFU-001	PACKTACK SUBSRIPTION	140.00
				ACCOUNT TOTAL	140.00 *
				MAJOR TOTAL	140.00 **
				FUND TOTAL	140.00

AP375H  
1/05/2026  
FUND # - 226 Expenditures

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
3000	3121	Project Lifesaver PROJECT LIFESAVER, INC.	S250026486	WRIST BANDS	221.10
				ACCOUNT TOTAL	221.10 *
				MAJOR TOTAL	221.10 **
				FUND TOTAL	221.10

AP375H  
1/05/2026  
FUND # - 301

KING & QUEEN  
LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

BEFORE CHECKS  
PAGE 34

MAJOR#	VENDOR	VENDOR	INV#	DESCRIPTION	AMOUNT
ACCT#	NUMBER	NAME			
8300	3404	Emergency Services Facili SKANSKA	2222828-41	PROJECT MANAGEMENT	219.00
				ACCOUNT TOTAL	219.00 *
8200		STATION 8 REPAIRS			
	2382	ESQUIRE SERVICES, INC.	29185	ST 8 FLOOR CLEANING	795.00
	4005	WIGGINS CONTRACTING/ HOME	1623	ST. 8 ROOF LEAK	12,897.18
				ACCOUNT TOTAL	13,692.18 *
				MAJOR TOTAL	13,911.18 **
				FUND TOTAL	13,911.18

AP375H  
 1/05/2026  
 FUND # - 352 EXPENDITURES

KING & QUEEN  
 LISTING OF INVOICES FOR 1/12/2026 -- 1/12/2026

MAJOR#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
9300	3404	SKANSKA	2222828-41	PROJECT MANAGEMENT	1,241.00
	4047	GRIMM & PARKER ARCHITECTS	6	MASTER SITE PLAN	40,269.92
				ACCOUNT TOTAL	41,510.92 *
				MAJOR TOTAL	41,510.92 **
				FUND TOTAL	41,510.92
				TOTAL DUE	202,334.20

Approved at meeting of \_\_\_\_\_ on \_\_\_\_\_.

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #8:**

Public Comment Period

**ACTION REQUESTED:**

The Board will receive comments from the public. If you would like to speak about a public hearing item please hold your comments until that item on the agenda and the hearing is opened for comments. Please ask anyone speaking to state their name, the district they are from and to please limit comments to 5 minutes.

**ATTACHMENTS:**

- None

***AGENDA:        Januar y12, 2026   Regular Meeting***

**ITEM #9:**

Quarterly Reports

**ACTION REQUESTED:**

Reports will be received from the following departments & agencies:

- Hattie Robinson, Circuit Court Clerk
- Meredith Adkins, Commonwealth Attorney
- Lee McKnight, VDOT
- Quentin Mascari, Building Official & Capital Projects
- Jeff Davison, Republic Services
- Stephanie Sears, Treasurer

**ATTACHMENTS:**

- None – Reports received in advance provided by email.

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #10:**

Approval – Contract for New Construction and Permits

**ACTION REQUESTED:**

County Administrator and Commissioner of Revenue are available to provide background and information on this request.

**ATTACHMENTS:**

- Draft contract

## BUILDING PERMIT AGREEMENT

This Agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_, 2026 between VISION GOVERNMENT SOLUTIONS, INC. ("VISION") and KING AND QUEEN COUNTY, VIRGINIA ("COUNTY").

1. **Scope of Services and Compensation:**

- a. **Data Collection:** VISION GOVERNMENT SOLUTIONS, INC. shall measure and list in 2026 those residential and commercial parcels located in in King and Queen County, VA and identified and presented to VISION by the COUNTY to be measured and listed. As compensation for VISION's performance of its obligations under this agreement, the COUNTY agrees to pay VISION a fee of **Seven Hundred Fifty Dollars (\$750) per diem.** VISION shall make one on-site attempt per parcel.
- b. **Data Entry:** Should the county need assistance with data entry associated with this project, VISION will provide that service upon the request of the COUNTY at a cost of **Four Hundred and Fifty (\$450) per diem.**

2. **Schedule:** The VISION Project Manager and COUNTY Commissioner of the Revenue shall establish commencement and completion dates that are acceptable to both parties. The COUNTY will provide to VISION the property record cards and the map-lot location of each parcel prior to commencement.

3. **Payment:** The COUNTY shall pay VISION monthly, based on a monthly progress report and corresponding invoice, to be provided by VISION to the COUNTY. The COUNTY, upon approval of each report, shall pay VISION within thirty (30) days from such approval.

4. This Agreement is subject to the attached King and Queen County General Contract Terms and Conditions, as applicable.

VISION GOVERNMENT SOLUTIONS, INC.      KING AND QUEEN COUNTY, VIRGINIA

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

**KING AND QUEEN COUNTY  
GENERAL CONTRACT TERMS AND CONDITIONS**

These General Terms and Conditions are attached to and made a part of the contract to which they are attached or referenced. In the event of any conflict between any provision of these General Terms and Conditions and the contract to which they are attached, the contract shall control unless the provisions of the Contract states otherwise or the conflicting provision is contrary to Virginia law. Nothing in the contract or the attached documents shall be construed as granting authority for either party to make commitments which will bind either party beyond the scope of the services or goods contained herein.

A. Anti-Discrimination

The Contractor certifies to King and Queen County, Virginia (the "County") that it will conform to the applicable provisions of the federal Civil Rights Act of 1964, as amended, the Virginia Fair Employment Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and Section 2.2-4311 of the Virginia Public Procurement Act, which provides:

1. During the performance of this contract, the Contractor agrees as follows:
  - a. The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, political affiliation, veteran status, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
  - b. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, shall state that such Contractor is an equal opportunity employer.
  - c. Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
2. The Contractor shall include the provisions of the foregoing paragraphs a, b, and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
3. Pursuant to Va. Code § 2.2-4343.1, in all invitations to bid, requests for proposals, contracts, and purchase orders, King and Queen County does not discriminate against faith-based organizations in accordance with Va. Code § 2.2-4343 or against any bidder or offeror because of race, religion, color, sex, national origin,

age, disability, or any other basis prohibited by federal or state law relating to discrimination in employment. "Faith-based Organization" means a religious organization that is, or applies to be, a Contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193.

B. Ethics in Public Contracting

Contractor certifies that its bid, proposal, and this Contract are all made in full compliance with the Virginia Conflicts of Interest Act and without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder or offeror, supplier, manufacturer, or subcontractor in connection with their bid or proposal and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

C. Immigration Reform and Control Act of 1986

Contractors certifies that it does not and will not, during the performance of this Contract, employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

D. Policy on Drug and Alcohol Abuse

King and Queen County has adopted a Policy on Drug and Alcohol Abuse. Contractor certifies its full compliance with this policy. A copy of the policy is available upon request. In addition, in every contract over \$10,000 the following provisions apply:

During the performance of this Contract, Contractor agrees to: (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a Contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession, or use of any controlled substance or marijuana during the performance of the contract.

E. Taxes

King and Queen County (federal I.D. #54-6001376) is exempt from federal, state, and local taxes. Taxes included on invoices will be deducted from the payment amount. Tax-exempt forms will be provided to any vendor upon request.

F. Performance of Work | Inspection

1. Contractor shall perform all work hereunder expeditiously and consistent with the orderly progress of the project; in accordance with the standard of care and skill existing as of the date such services are provided; in accordance with all applicable laws, codes, and regulations in effect at the time the work is completed; and in accordance with the current standard technology for completed similar project systems accepted within the industry as of the time the work is complete.
2. All materials and workmanship will be subject to inspection, examination, and testing by the County or the County's representative. The County reserves the right to reject defective material and/or workmanship or to require its correction.
3. Neither payment, final or otherwise, nor partial or entire use, occupancy, or acceptance of the Project by the County shall operate as an acceptance of any products or services not in accordance with the Contract, nor shall the same relieve Contractor of any responsibility for negligence, errors, or omissions in connection with the Project or operate to release the Contractor from any obligation under the Contract.

G. Guarantee and Warranties

Contractor warrants and guarantees for the period provided in Article IV of the Contract that the completed work is free from all defects due to faulty materials or workmanship and that the Contractor shall promptly make such corrections as may be necessary by reason of such defects including the repairs of any damage to other parts of the Project resulting from such defects. The County will give notice of observed defects with reasonable promptness. In the event the Contractor shall fail to make such repairs, adjustments, or other corrective action that may be made necessary by such defects, the County may do so and charge the Contractor the cost thereby incurred. In addition, Contractor shall provide the County with all warranty materials issued by a manufacturer for components of the Project and shall take all steps necessary to activate, document, and maintain in force such warranties. Nothing herein shall be construed to establish a period of limitation with respect to any other obligation under the Contract.

H. Changes to the Contract

1. Any and all changes to this Contract, including those documents incorporated by reference in Article I and including any proposed substitution of materials, finish, or product, must be agreed to in writing executed by the Authorized Representative of each party in a form acceptable to, and approved by, King and Queen County. Notwithstanding the foregoing, no fixed price contract may be increased by more than twenty-five (25) percent of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the Board of Supervisors.
2. The County reserves the right to change, at any time, the drawings and/or specifications within the general scope thereof. If such changes cause an increase

or decrease in the amount due under this Contract or in the time required for its performance, an equitable adjustment will be made and this Contract will be modified accordingly by a Contract Change Order which includes the price therefor.

I. Default

1. If the Contractor fails or refuses to complete work on the Project within the time specified in the Contract, the County may terminate the Contractor's right to proceed and may take over the Project and prosecute the same to completion by contract or otherwise. ~~The Contractor shall be liable for any excess cost incurred by the County, and the~~ County may take possession of, and utilize in completing the Project, such materials and equipment as may be on the site of the Project and necessary therefor. ~~If the County does not terminate the right of the Contractor to proceed, the Contractor will continue work under the Contract and, inasmuch as actual damages for delay will be impossible to determine, the Contractor will be required to pay to the County the amount provided in Article III of the Contract.~~ Notwithstanding the foregoing, the Contractor shall not be liable for any excess cost if the failure to perform arises out of any act of war, order of legal authority, strikes, act of God, pandemics, epidemics, or other unavoidable causes not attributed to their fault or negligence. Failure of a Contractor's source to deliver is generally not considered to be an unavoidable cause. The burden of proof rests with the Contractor.
2. Each right or remedy provided for in this Contract shall be in addition to any other right or remedy now or hereafter existing at law or in equity, and the exercise of any one or more of the rights or remedies provided for in this Agreement shall not preclude simultaneous or later exercise of any or all the rights or remedies now or hereafter existing.
3. In the event that Contractor fails to comply with any term in this Agreement, the County may, but is not required to, provide written notice of the breach and request that the Contractor cure the breach to the County's satisfaction within thirty (30) days in order to comply with the Contract terms. If Contractor does not cure a breach to the satisfaction of the County within thirty (30) calendar days after receiving notice from the County, the County may terminate the Contract and proceed in accordance with a termination as set forth in paragraph I.1. above, in addition to seeking all other remedies available by law.

**Commented [KC1]:** Because the work is Per Diem and at the request of the County, Vision can't accept liability for excess cost incurred should the County choose to complete the rest of the inspections itself.

J. Assignment

The Contract may not be assigned, sublet, or transferred without the written consent of King and Queen County, which consent shall not be unreasonably withheld in the event of a sale of all of Contractor's assets or a sale or merger of Contractor.

K. Hold Harmless | Discharge of Liens

1. The Contractor and all its subcontractors shall bear all loss, expense (including reasonable attorney's fees), and direct damage in connection with, and shall

indemnify King and Queen County, its Board of Supervisors, elected officials, officers, employees, and volunteers against, and save them harmless from, all third party claims, demands, and judgments made or recovered against them because of bodily injuries, including death at any time resulting therefrom, and/or because of damage to property, from the Contractor's sole negligence or malicious acts or omissions during the performance of the contract. Compliance by the Contractor with the insurance provisions hereof shall not relieve the Contractor from liability under this provision. King and Queen County, its employees, agents, volunteers, and consultants, are not liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages ("damages").

2. Acceptance by the County or its representative of the completed work and payment therefor by the County will not relieve the Contractor of its obligation to the County to discharge any and all liens for the benefit of the subcontractors, laborers, materialmen, or any other person performing labor upon or furnishing material or machinery in connection with the Project which have attached to or may subsequently attach to the property, or interest, of the County.

L. Audit

Contractor hereby agrees to retain all books, records, and other documents related to this Contract for five (5) years after final payment or after all other pending matters are closed, whichever is longer. The County and its authorized agents, state auditors, the grantor of the funds to the County, the Comptroller of Virginia or of the United States, the United States Department of Commerce, or any of their duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audits, examinations, excerpts, or transcriptions.

M. Ownership of Documents

Any reports, studies, photographs, negatives, or other documents prepared by the Contractor in the performance of its obligations under this contract shall be remitted to the County upon completion, termination, or cancellation of the contract. The Contractor shall not use, willingly allow or cause to have such materials used for any purpose other than performance of the Contractor's obligations under this Contract without the prior written consent of the County. The County shall own the intellectual property rights to all materials produced under this Contract.

N. ~~Intentionally Omitted. Payment and Performance Bond~~

~~Contractor shall furnish to the County performance and payment bonds in the amount as set forth in the Request for Proposal or Invitation for Bid under which the Contract is entered into and pursuant to Va. Code §§ 2.2-4336 and 2.2-4337 and shall otherwise fully comply with the requirements of such sections of the Code.~~

**Commented [KC2]:** Struck because there is no performance or payment bond for this service.

O. Required Payment to Subcontractors

The Contractor covenants and agrees to:

1. Within seven (7) days after receipt of any amounts paid to the Contractor under the Contract, (i) pay any subcontractor for its proportionate share of the total payment received from the County attributable to the Services under the contract performed by such subcontractor; or (ii) notify the County and the subcontractor, in writing, of its intention to withhold all or a part of the subcontractor's payment and the reason therefor; and
2. Provide its federal employer identification number or social security number, as applicable, before any payment is made to the Contractor under the Contract; and
3. Pay interest at the legal rate or such other rate as may be agreed to in writing by the subcontractor and the Contractor on all amounts owed by the Contractor that remain unpaid after seven (7) days following receipt by the Contractor of payment from the County for services performed by the subcontractor under the contract, except for any amounts withheld pursuant to the provisions of the Contract or these General Contract Terms And Conditions; and
4. Include in its contracts with any and all subcontractors the requirements of a, b, and, c above.
5. Submit evidence to the County, if requested, that all payrolls, material bills, and other indebtedness connected with the Project have been paid. When requested, such evidence may be required by the County prior to the making any final payment.

P. Insurance Coverage

The Contractor shall secure, maintain, and provide to the County proof of coverage at all times during the life of the Contract to which these Terms and Conditions are attached such insurance as set forth in the Request for Proposal or Invitation for Bid as a result of which this Contract is issued. If the Request for Proposal or Invitation for Bid to which the Contract relates is silent as to insurance, then unless otherwise agreed in writing by the Parties, Contractor shall secure, maintain, and provide to the County proof of coverage at all times during the life of the Contract insurance coverages as follows:

Workers Compensation and Employer's Liability	Statutory plus \$1,000,000
General Liability	\$2,000,000 per occurrence \$3,000,000 aggregate
Automobile and Vehicle Liability	\$2,000,000 combined single limit \$2,000,000 per occurrence
Subcontractor's Liability, Property Damage, and Vehicle Liability	
Builder's Risk (Fire and Extended Coverage)	

- Q. Loss or Damage in Transit  
Delivery by the Contractor to a common carrier does not constitute delivery to the County. Any claim for loss or damage incurred during delivery shall be between the Contractor and the carrier. The County accepts title only when goods are received regardless of the F.O.B. point. The County will note all apparent damages in transit on the freight bill and notify the Contractor. Discovery of concealed damages or loss will be reported by the County to the carrier and the Contractor within seven days of receipt and prior to removal from the point of delivery if possible. The Contractor shall make immediate replacement of the damaged or lost merchandise or be in default of this Contract. It shall be the Contractor's responsibility to file a claim against the carrier. If damage is to a small quantity, then with the approval of the County, the Contractor may deduct the amount of damage or loss from the invoice to the County in lieu of replacement.
- R. No Waiver  
Any failure of the County to demand rigid adherence to one or more of the terms and provisions of the contract, including these General Terms and Conditions, on one or more occasions, shall not be construed as a waiver nor deprive the County of the right to insist upon strict compliance with the terms of the Contract. In order to be effective, any waiver of a term of the Contract, in whole or in part, must be in writing and signed by the party granting the waiver.
- S. Choice of Law  
This Contract is made and shall be governed by and construed in accordance with the laws of Virginia without regard to principles of conflicts of law. Venue will lie in King and Queen County, Virginia.
- T. Severability  
If any provision of the Contract is held to be illegal, invalid, or unenforceable, or is found to be against public policy for any one or more reasons, such provision shall be fully severable and the Contract shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never been part of the Contract and the remaining provisions of the Contract shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision, or by its severance from the Contract.
- U. Contractual Claims Procedure
1. If a contractual dispute arises out of or relates to this Agreement, or the breach thereof, and if the dispute cannot be settled through negotiation, such contractual claim(s) shall be processed in accordance with the procedure in Va. Code § 2.2-4363. Contractor shall submit its claim, whether for money or other relief, in writing to the King and Queen County Board of Supervisors no later than sixty (60) days after final payment. The King and Queen County Board of Supervisors will meet at the next regularly scheduled Board meeting, after due notice, to discuss the claim. The King and Queen County Board of Supervisors shall issue its final decision on the claim in writing ninety (90) days after the Board meeting.

2. If the Contractor disagrees with the decision of the County concerning any pending claim, the Contractor shall promptly notify the County by written notice that the Contractor is proceeding with the services under protest. Any claim not resolved, whether by failure of the Contractor to accept the decision of the County or under a written notice of the Contractor's intention to file a claim or a detailed claim not acted upon by the governing body of the County, shall be specifically exempt by the Contractor from payment request, whether progress or final. Pendency of claims shall not delay payment of amounts agreed due in the final payment.
3. The decision on contractual claims by the governing body of the County shall be final and conclusive unless the Contractor appeals the final decision on the claim by instituting legal action in the King and Queen County Circuit Court or the King and Queen County General District Court.

V. Subject to Annual Appropriation

The contract is subject to annual appropriation by the Board of Supervisors of King and Queen County. Neither the Contract nor any amount due or to become due under the Contract shall be deemed to constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia or any political subdivision thereof, including the County. Neither the Commonwealth of Virginia nor any political subdivision thereof, including the County, shall be obligated to pay any amount due or to become due under this Contract except from funds annually appropriated by the Board of Supervisors of King and Queen County for such purpose.

W. Other Terms

Contractor will comply with, and certify compliance upon request with, applicable federal, state, and local laws and regulations, including, but not limited to, the following:

1. The Federal Civil Rights Act of 1964, as amended.
2. The Virginia Fair Employment Contracting Act.
3. The Virginians With Disabilities Act.
4. The Americans With Disabilities Act; and the Architectural Barriers Act of 1968, as amended (42 U.S.C. § 4151 *et seq.*), and the regulations issued thereunder, which prescribe standards for the design and construction of any building or facility intended to be accessible to the public or that may house handicapped employees.
5. The Immigration Reform and Control Act.
6. The Virginia Public Procurement Act (VPPA).
7. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d *et seq.*) and Treasury's implementing regulations at 31 C.F.R. Part 22.
8. The Equal Employment Opportunity Act, including the Equal Opportunity Clause set forth in 41 CFR § 60-1.4.
9. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 *et seq.*), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities

- receiving federal financial assistance; and e) Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. The Davis-Bacon Act, as amended, 40 U.S.C. 3141-3144, 3146, 3147; 42 U.S.C. § 3212) which requires minimum wages for mechanics and laborers employed on Federal Government, public works projects to be based on the wages that the Secretary of Labor determines to be prevailing for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State in which the Project is to be performed, or in the District of Columbia if the Project is to be performed there.
  11. All laws and regulations relating to “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements, 37 CFR Part 401.
  12. The Clean Air Act, 42 U.S.C. 7401-7671q; the Federal Water Pollution Control Act, 33 U.S.C. 1251-1387; Executive Order 11738, *Providing for Administration of the Clean Air Act and the Federal Water Pollution Control Act With Respect to Federal Contracts, Grants, or Loans*; and the Energy Conservation and Production Act (42 U.S.C. § 6834 et seq.), which establishes energy efficiency performance standards for the construction of new residential and commercial structures undertaken with Federal financial assistance.
  13. Prohibitions against entering into contracts with parties listed on the governmentwide exclusions in the System for Award Management (SAM) in accordance with OMB guidelines at 2 CFR 180.
  14. Byrd Anti-Lobbying Amendment at 31 U.S.C. § 1352.
  15. The Copeland “Anti-Kickback” Act, 40 U.S.C. § 3145, as supplemented by Department of Labor regulations, 29 CFR Part 3.
  16. The Contract Work Hours and Safety Standards Act, 40 U.S.C. 3701-3708, as supplemented by Department of Labor regulations at 29 CFR Part 5, which provides work hour standards for every laborer and mechanic employed by a contractor or subcontractor in the performance of a Federal public works project.
  17. The National Historic Preservation Act of 1966, as amended (54 U.S.C. §300101 et seq.) and the Advisory Council on Historic Preservation Guidelines (36 CFR part 800), which require stewardship of historic properties in projects involving Federal funds.
  18. Preservation of Historical and Archaeological Data (54 U.S.C. § 312502), which requires appropriate surveys and preservation efforts if a Federally licensed project may cause irreparable loss or destruction of significant scientific, prehistorical, historical, or archaeological data.
  19. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. § 4601, et seq.), and

implementing regulations issued at 49 CFR part 24 (“Uniform Relocation Assistance and Real property Acquisition for Federal and Federally Assisted Programs”), which establish uniform policies fo the fair and equitable treatment of persons, businesses, or farm operations affected by the acquisition, rehabilitation, or demolition of real property acquired for a project financed wholly or in part with Federal financial assistance.

20. Executive Order 13717, “Seismic Safety of Federal and Federally Assisted or Regulated New Building Construction,” which requires that new buildings constructed with Federal assistance comply with the earthquake-resistant design provisions of the 2015 editions of the International Building Code (IBC) or the International Residential Code (IRC), nationally recognized building codes promulgated by the International Code Council (ICC), or equivalent codes, consistent with the provisions of and to the extent required by 40 U.S.C. § 3312.
21. Executive Order 11246 of September 24, 1965, *Equal Employment Opportunity*, as amended by Executive Order 11375 of October 13, 1967, and Department of Labor implementing regulations at 41 C.F.R. part 60.
22. Section 6002 of the Solid Waste Disposal Act (42 U.S.C. § 6962), as amended by the Resource Conservation and Recovery Act related to the procurement of recovered materials.

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #11:**

Approval – Chesapeake Bay Region Cigarette Tax Agreement

**ACTION REQUESTED:**

County Administrator will provide background information on this request.

**ATTACHMENTS:**

- Notice of Advertisement
- Draft Agreement

## **KING & QUEEN COUNTY**

### **NOTICE OF INTENTION TO ADOPT AN ORDINANCE APPROVING THE CHESAPEAKE BAY REGION CIGARETTE TAX AGREEMENT AND BECOME A MEMBER OF THE CHESAPEAKE BAY REGION CIGARETTE TAX BOARD**

Pursuant to Va. Code § 15.2-1427, please take notice that the King and Queen County Board of Supervisors will propose for passage on Monday, January 12, 2026 at 7:00 p.m. in the first floor courtroom, King & Queen Courts and Administration Building, 242 Allen's Circle, King & Queen Court House, Virginia, an ordinance approving the Chesapeake Bay Region Cigarette Tax Agreement and approve the County becoming a member of the Chesapeake Bay Region Cigarette Tax Board. A copy of the full text of the ordinance and of the agreement are on file in the office of the county administrator.

**Please publish December 17, 2025 and December 24, 2025.**



## ***King and Queen County***

*Founded 1691 in Virginia*

### **AN ORDINANCE TO APPROVE THE CHESAPEAKE BAY REGION CIGARETTE TAX AGREEMENT AND BECOME A MEMBER OF THE CHESAPEAKE BAY REGION CIGARETTE TAX BOARD**

**WHEREAS**, on November 12, 2025, following a duly advertised and conducted public hearing, the King and Queen County Board of Supervisors adopted an ordinance to levy a cigarette tax pursuant to Va. Code § 58.1-3830 (the “**Cigarette Tax**”) and to codify that tax in the King and Queen County Code, adding thereto Part I, Chapter 30, Article IX – Cigarette Tax, Code Part I; and

**WHEREAS**, for purposes of administering the Cigarette Tax, King and Queen County wishes to become a member of the Chesapeake Bay Region Cigarette Tax Board (the “**Board**”) and to approve the Chesapeake Bay Region Cigarette Tax Agreement (the “**Agreement**”); and

**WHEREAS**, paragraph 10 of the Agreement requires the adoption of an ordinance to signify the desire of King and Queen County to be a member of the Board and to accept the provisions of the Agreement.

**NOW, THEREFORE, BE IT ORDAINED** by the King and Queen County Board of Supervisors that King and Queen County desires to become a member of the Chesapeake Bay Region Cigarette Tax Board, effective immediately; does approve and accept the provisions of the Chesapeake Bay Region Cigarette Tax Agreement; and does authorize the Chair or the Vice-Chair to execute the Agreement on behalf of the County.

Adopted this 12<sup>th</sup> day of January, 2026, on the following vote:

AYE:

NAY:

ABSTAIN:

ABSENT:

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Vivian R. Seay

Clerk to the Board of Supervisors

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #12:**

Approval – Communications Plan

**ACTION REQUESTED:**

County Administrator and Director of Community Programming will provide background information on this request.

**ATTACHMENTS:**

- Draft Plan

**Communications Mission Statement:** King and Queen County Communications Department will be the best source of information about county government, providing innovative and creative communications and solutions, sharing effective and compelling messages, stories, maps, and graphics that foster positive community engagement and meaningful connections with our stakeholders.

### **Purpose of Communications Plan:**

- Define messaging and communication/engagement tools King and Queen County will use
- Ensure that engagement between the county and residents, visitors, businesses, and community partners is implemented in a timely, effective, and reliable manner
- Monitor brand usage to ensure consistency throughout the county
- Work to advance the county's mission and enhance community pride
- Focus on telling the story of King and Queen County in an impactful and effective way

### **Responsibilities of Communications Director**

- Communicating clearly, concisely, openly, and proactively
- Ensuring opportunity for public participation and gathering public feedback
- Leading and supporting county staff in their efforts to keep community members informed, including a plan for departments to provide information to be shared
- Planning, implementing, promoting, and supporting county events and activities
- Help develop and implement key messages and brand standards for King and Queen County to ensure departments are using consistent fonts, logos, and colors
- Planning, developing, implementing, and evaluating digital communication strategies including the county's website, social media accounts, and email messaging. This includes maintaining a social media planning calendar.
- Maintaining relationships with local media outlets and providing them with timely, newsworthy information and monitor media coverage
- Serving as a liaison and building relationships with community organizations
- Leading communications for new school construction initiative
- Providing and maintaining stock of "swag" for various community events and functions

## **Tools:**

- County website
- County Facebook Page
- County Instagram Page
- Visit King and Queen Website
- Visit King and Queen Facebook
- Visit King and Queen Instagram
- ReGroup- email, text, call, app
- Internal and External Emails
- Signage
- Radio/Print/Online/Television Media
- Google Analytics
- YouTube Channel

## **Communication Plan Goals**

- Provide clear, consistent, dependable messaging
- Provide support to County staff and elected officials
- Provide reliable crisis communication support to emergency services leadership
- Prioritize and improve community engagement
- To be clear, direct, and ensure all communications are understandable and accessible to the widest possible audience
- Create a monthly newsletter with highlights from departments, county administrator's message, and spotlight positive changes within our community
- Create style book outlining options for various mediums
- Update design for gateway signs, county building signs, and other buildings within the courthouse green.

## Communications Schedule

<b>Channel</b>	<b>Messages</b>	<b>Frequency</b>
Website	All county departments, meetings, events, news, announcements, and updates	Daily and weekly updates and posts
Facebook	News. Alerts, events, updates, goodwill messages, announcements	7/week
Instagram	News, alerts, events, updates, goodwill messages, announcements	5/week
ReGroup	Announcements, events, emergency information, change in schedules	2/week and as needed
Signage	Events, meetings, schedule changes: HUB33, Library, Court House	As needed

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #13:**

Appointments and Reappointments

**ACTION REQUESTED:**

Staff is not aware of any appointments or reappointments needed.

**ATTACHMENTS:**

- None

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #14:**

County Administrator Comments

**ACTION REQUESTED:**

None

**ATTACHMENTS:**

- None

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #15:**

Board of Supervisor's Comments

**ACTION REQUESTED:**

None

**ATTACHMENTS:**

- None

***AGENDA: January 12, 2026 Regular Meeting***

**ITEM #16:**

Adjourn Meeting

**ACTION REQUESTED:**

A motion is needed to adjourn to **Tuesday, January 20, 2026, at 6:00 p.m.**, 208 Allen's Circle, King and Queen Court House, Virginia, King and Queen Women's Club.

**ATTACHMENTS:**

- None