

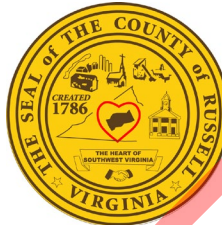
RUSSELL COUNTY
BOARD OF SUPERVISOR'S MEETING
AGENDA – MAY 13, 2024

RC Conference Center

Regular Meeting

5:00 PM

**Russell County Governmental Center
Lebanon, Virginia 24266**



**Russell County Board of Supervisors' "Public Board Packet" can be viewed or downloaded at
<https://russellcountyva.us/agendacenter>.**

A hard copy of the Public Board Packet is located at the County Administrator's Office or the County's website electronically five (5) days prior to the board meeting or when the Chairman of the Board releases. In addition, one hard copy of the Public Board Packet will be available for public review at the board meeting.

CALL TO ORDER & ROLL CALL – Clerk of the Board

EXECUTIVE SESSION (CLOSED) – Legal Matters – Economic Development Project – Regional Economic Project - (Executive Session will begin at 5 p.m. and is closed to the general public. Citizens are welcome to attend and wait in the conference room until the Executive Session is complete.)

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PRESENTATIONS

- 1. VDOT Secondary Highway Six-Year Plan (2024/25 – 2029/30)**
- 2. RC FY 2024/2025 County-Wide Budget**

PUBLIC HEARING

- 1. VDOT Secondary Highway Six-Year Plan (2024/25 – 2029/30)**

2. RC FY 2024/2025 County-Wide Budget

NEW BUSINESS

1. Approval of Minutes. Consider approval of the minutes of the following meeting of the Russell County Board of Supervisors.....B-1

a. Unapproved minutes of April 8, 2024

b. Unapproved minutes of April 17, 2024

2. Approval of Expenditures. Consider approval of expenditures presented for payment.....B-2

3. Committee Appointments for Board Consideration.....B-3

**** Committee and Board Appointments Applications have been accepted. ****

CITIZEN'S COMMENT PERIOD (Limited to 3 Minutes)

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

1. Alicia McGlothlin – RC Treasurer
2. Randy Williams – RC Commissioner of Revenue

COUNTY ATTORNEY REPORTS AND REQUESTS

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

REPORTS

1. Russell County By-Laws Update.....C-1
2. Russell County Road Reporting System.....C-2
3. VDOT Monthly Road System Report.....C-3
4. Commonwealth's Development Opportunity Fund – Tate Inc. - \$700,000.....C-4
5. RC Planning Commission By-Laws and Resolution.....C-5

REQUESTS

6. RC Building Safety Month Proclamation.....C-6
7. AASC Older Americans Month 2024 Proclamation.....C-7
8. VDOT Secondary Highway Six-Year Plan (2024/25 To 2029/30).....C-8
9. Verizon Utility Relocation Agreement – Three Rivers Destination Center.....C-9
10. RC DSS/CSA Supplemental Allocation Request - \$45,966.61.....C-10
11. RC Opioid Program Grant – Secor LLC - \$100,000.....C-11
12. Travel Request – RC Tourism & RC Library.....C-12
13. RC Planning Commission Plats.....C-13
14. VDOT Economic Development Grant – Pure Salmon - \$850,000.....C-14
15. Host Agreement Public Hearing.....C-15
16. BOS Board Reconvene Meeting – Host Agreement Workshop.....C-16

BOARD DISCUSSIONS & REMINDERS

ADJOURNMENT

COUNTY AGENCY / BOARD REPORTS:

- Treasurer.....D
- RC IDAE
- RC PSAF
- RC Tourism.....G
- RC Planning CommissionH
- RC Conference Center.....I
- RC Transportation & Safety.....J
- RC Canneries.....K
- RC Building Inspector.....L
- RC Disposal.....M
- RC Litter.....N

Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley
District 1

Rebecca Dye
District 6

Lou Ann Wallace
District 2

Steve Breeding, Chairman
District 5

Nathan Kiser
At-Large

Tara Dye
District 3

David Eaton, Vice-Chairman
District 4

Lonzo Lester
County Administrator

PUBLIC NOTICE

MAY 13, 2024

REGULAR BOARD MEETING & PUBLIC HEARING

RUSSELL COUNTY BOARD OF SUPERVISORS

TAKE NOTICE pursuant to Section 2.2-3707 of the Code of Virginia, the Russell County Board of the

Supervisors Regular Monthly Board Meeting will be held on **May 13, 2024, with Executive Session beginning at 5 P.M.** at the **Russell County Conference Room**, located at 137 Highland Drive, Lebanon, Virginia 24266. **The Executive Session is closed to the general public. Citizens are welcome to attend and wait in the conference room until the Executive Session is complete.**

The Russell County Board of Supervisors' will hold a Public Hearing at 6 P.M. to hear public comments concerning the **“Russell County FY 2024/2025 Budget.”**

A copy of the proposed Russell County FY 2024/2025 Budget is available for review in the Office of the County Administrator at 137 Highland Drive, Lebanon, Virginia during normal business hours.

In addition, the FY 2024/2025 Budget is posted as part of the Board of Supervisor's Public Board Packet on the County's Website at <https://russellcountyva.us/agendacenter> and on RussellCountyVA App.

Notice Given Pursuant to Section 2.2-3707 of the Code of Virginia on the 4th day of May 2024.

**BY ORDER OF THE
RUSSELL COUNTY BOARD OF SUPERVISORS**

CLOSED SESSION

Motion made by _____, second by _____ and duly approved by the Board of Supervisors enter into closed session to discuss Legal Matters pursuant to Section 2.2-3711(A)(5)(7)(8) – Legal Discussions concerning with a Proposed Economic Development Project – Regional Economic Development Project.

The vote was:

Aye: _____

Nay: _____

CERTIFICATION OF CLOSED SESSION

Pursuant to §2.2-3712 (D) of the Code of Virginia 1950, as amended, each member of the Board of Supervisors upon the Roll Call certifies that to the best of their knowledge (i) only public business matters lawfully exempted from the open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters that were identified in the motion(s) by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board of Supervisors.

Any member of the Board of Supervisors who believes that there was a departure from the requirements of clauses (i) and (ii) above shall so state prior to the vote, indicating the substance of the departure that, in his or her judgment, has taken place.

Are there any Supervisors who believe a departure has taken place?

Seeing none, if you agree that the matters heard, discussed, or considered during the closed meeting were pursuant only to the motion(s) by which the closed meeting was convened, please signify by saying aye or yes.

Andrew Hensley -

Lou Ann Wallace -

Tara Dye -

Steve Breeding -

David Eaton -

Rebecca Dye -

Nate Kiser -

APPROVAL TO RETURN TO REGULAR SESSION

Motion made by _____, second by _____ and duly approved by the Board of Supervisors to return to regular session.

The vote was:

Aye: _____

Nay: _____



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Information Item
Presenters - Various

Meeting: 5/13/24 6:00 PM

Presentations

- 1. VDOT Six-Year Secondary Plan**
- 2. RC FY 2024/25 County-Wide Budget**

Staff Recommendation:

Presentation – Informational Only.

Suggested Motion:

Board Discretion.

ATTACHMENTS:

- Various

DRAFT

Russell County Virginia

“The Heart of Southwest Virginia”

Andrew Hensley
District 1

Rebecca Dye
District 6

Lou Ann Wallace
District 2

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District 5

Nathan Kiser
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David Eaton, Vice-Chairman
District 4

Lonzo Lester
County Administrator

APPROVAL OF SECONDARY HIGHWAY SIX YEAR PLAN (2024/25 THROUGH 2029/30) AND CONSTRUCTION PRIORITY LIST (2024/25) RUSSELL COUNTY, VIRGINIA

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to collaborate with the Virginia Department of Transportation in developing a Secondary Six-year Road Plan, and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures and participated in a public hearing on the proposed Plan (2024/25 through 2029 / 30) as well as the Construction Priority List (2024/25) on May 6, 2024, after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List, and

WHEREAS, Lebanon Residency representatives, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-year plan for Secondary Roads FY 2025 through FY 2030 and the Construction Priority List (2024/25) for Russell County, Virginia.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Supervisors of Russell County, Virginia that since said Plan appears to be in the best interest of the Secondary Road System in Russell County and of the citizens residing on the Secondary System, said Secondary Six-year plan (2024/25 through 2029/30) and Construction Priority List (2024/25) are hereby approved as presented at the public hearing.

DONE this 13th day of May 2024.

Recorded Vote

Moved By: _____

Seconded By: _____

Yeas ____ Nays ____

Steve Breeding, Chairman
Russell County Board of Supervisors

DRAFT

6 Year Plan Resolutions

1 message

Buchanan, Jeff (VDOT) <Jeff.Buchanan@vdot.virginia.gov>
To: "Lester, Lonzo" <lonzo.lester@russellcountyva.us>

Thu, Apr 18, 2024 at 10:44 AM

Lonzo -

Attached are 2 draft resolutions, one for the adoption of the 6-year plan itself. We are adding one route to the plan, Route 728, Davis Memorial Drive of Flats Circle. I have also attached the plan and plan cover sheet.

The second resolution designates the route as 'Rural Rustic Roads.' The designation is required to authorize the use of Rural Rustic Road design standards and the adoption of a 35 MPH speed zone as stipulated for Rural Rustic Roads in §46.2-873.2 of the Code of VA. Without the designation, the Department cannot use the Rural Rustic Road design standards, & the road would remain unposted with a 55mph speed limit.

Let us know if you have any questions or need clarification on either of the resolutions, please contact us. Per our previous correspondence this week, we plan to present the plan and conduct the associated public hearing at the May Board meeting.

Should you or the County attorney have any questions or need clarification regarding the resolutions, let us know.

Regards -

Jeff Buchanan
Assistant Resident Engineer
Lebanon Residency
276 889 7601

4 attachments



Russell Resolution 2024.docx
14K



33.2-332 RURAL RUSTIC DESIGNATION RESOLUTION SAMPLE_83-0728 RUSSELL.docx
680K



FY25 Draft SSYP - Russell County.pdf
379K



FY25 SSYP Cover Sheet - Russell County.pdf
2K

6 Year Plan Update

1 message

Buchanan, Jeff (VDOT) <Jeff.Buchanan@vdot.virginia.gov>
To: "Lester, Lonzo" <lonzo.lester@russellcountyva.us>

Fri, Apr 5, 2019

Lonzo -

We've developed a draft 6 year plan update. The plan is mainly updating costs for projects currently on the plan. We have kept Glade Hollow Drive (Route 867) in the plan. I recall had some interest last year - on the same completion schedule (i.e. split funding between FY 25 and FY 26). After adjusting costs on projects previously included in the plan, we have added Route 728 (Davis Memorial Drive) off Flats Drive at the end (6th year) of the plan.

Let me know if you have any questions. Otherwise, we'll proceed with preparing the advertisement and associated documents to present the plan at the May Board meeting.

Jeff



Jeff Buchanan
Assistant Resident Engineer
Lebanon Residency
276 889 7601

Secondary System
Russell County
Construction Program
Estimated Allocations

Fund	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Total
TeleFee	\$61,568	\$61,568	\$61,568	\$61,568	\$61,568	\$61,568	\$369,408
District Grant - Unpaved	\$389,729	\$433,072	\$433,072	\$433,072	\$433,072	\$443,977	\$2,565,994
Total	\$451,297	\$494,640	\$494,640	\$494,640	\$494,640	\$505,545	\$2,935,402

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

Bristol Russell County

Russell County (083)

118907 RTE 824 - WALT DRIVE - BLADE, DITCH, AND PAVE												
0001.05		Project		0824083990		Intersection Route 679		0.4 Mi. North of Route 679				
Previous		Budget		Projected		Total						
\$58,943		\$50,377		\$0		\$109,320						
				Total Estimate:		\$109,320						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$6,612	\$50,377	\$0	\$0	\$0	\$0	\$0
6071700 HB2 DG: Unpaved - Russell						\$52,331	\$0	\$0	\$0	\$0	\$0	\$0

118911 RTE 671 - HONAKER CHAPEL RD - BLADE, DITCH, AND PAVE												
0001.06		Project		0671083991		Intersection with Alt. Route 58		1.3 Mi. West of Alt. Route 58				
Previous		Budget		Projected		Total						
\$2,000		\$368,000		\$0		\$370,000						
				Total Estimate:		\$370,000						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$2,000	\$11,191	\$0	\$0	\$0	\$0	\$0
6071700 HB2 DG: Unpaved - Russell						\$0	\$356,809	\$0	\$0	\$0	\$0	\$0

-29406 ROUTE 867 - GLADE HOLLOW RD - RURAL ADDITION												
9999.99		Project		0867083004		0.10 MI. SOUTH OF ROUTE 640		0.35 MI. SOUTH OF ROUTE 640				
Previous		Budget		Projected		Total						
\$0		\$0		\$123,136		\$123,136						
				Total Estimate:		\$123,136						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$0	\$0	\$61,568	\$61,568	\$0	\$0	\$0

-27068 RTE 746 - STONEY POINT DRIVE - RURAL RUSTIC												
0001.07		Project		0746083993		ROUTE 71		1.17 MI. NORTH OF ROUTE 71				
Previous		Budget		Projected		Total						
\$0		\$32,920		\$400,152		\$433,072						
				Total Estimate:		\$433,072						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6071700 HB2 DG: Unpaved - Russell						\$0	\$32,920	\$354,640	\$45,512	\$0	\$0	\$0

-27069 RTE 801 - STEEL HOLLOW ROAD - RURAL RUSTIC												
0001.08		Project		0801083994		ROUTE 668		END OF STATE MAINTENANCE				
Previous		Budget		Projected		Total						
\$0		\$0		\$206,304		\$206,304						
				Total Estimate:		\$206,304						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$78,432	\$127,872	\$0	\$0	\$0

-27070 ROUTE 636 - KENTS RIDGE ROAD - RURAL RUSTIC												
0001.09		Project		0636083995		1.9 Mi. North of Rte 640			3.2 Mi. North of Rte 640			
Previous		Budget		Projected		Total						
\$0		\$0		\$481,840		\$481,840						
				Total Estimate:		\$481,840						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$0	\$0	\$0	\$0	\$61,568	\$31,840	\$0
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$0	\$259,688	\$128,744	\$0	\$0
123498 RTE 721 - GRADE, DITCH AND PAVE - RURAL RUSTIC												
9999.99		Project		0721083999		ROUTE 640			DEAD END			
Previous		Budget		Projected		Total						
\$0		\$0		\$375,000		\$375,000						
				Total Estimate:		\$375,000						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$0	\$0	\$304,328	\$70,672	\$0
123499 RTE 609 - GRADE, DITCH AND PAVE - RURAL RUSTIC												
9999.99		Project		0609083001		ROUTE 686			ROUTE 611			
Previous		Budget		Projected		Total						
\$0		\$0		\$225,000		\$225,000						
				Total Estimate:		\$225,000						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$0	\$0	\$0	\$0	\$0	\$29,728	\$0
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$0	\$0	\$0	\$86,592	\$108,680
123500 RTE 678 - GRADE, DITCH AND PAVE - RURAL RUSTIC												
9999.99		Project		0678083002		ROUTE 680			ROUTE 606			
Previous		Budget		Projected		Total						
\$0		\$0		\$520,000		\$520,000						
				Total Estimate:		\$520,000						
				Balance:		\$0						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6030606 Secondary Formula - Telecommunications : Russell						\$0	\$0	\$0	\$0	\$0	\$0	\$61,568
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$0	\$0	\$0	\$275,808	\$182,624
-29407 RTE 728 - DAVIS MEMORIAL DRIVE - RURAL RUSTIC												
9999.99		Project		0728083005		ROUTE 671			DEAD END			
Previous		Budget		Projected		Total						
\$0		\$0		\$152,673		\$152,673						
				Total Estimate:		\$200,000						
				Balance:		\$47,327						
Funding Detail						Previous	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
6071700 HB2 DG: Unpaved - Russell						\$0	\$0	\$0	\$0	\$0	\$0	\$152,673

Russell County Virginia

"The Heart of Southwest Virginia"

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Lou Ann Wallace
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Steve Breeding, Chairman
District 5

Nathan Kiser
At-Large

Tara Dye
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David Eaton, Vice-Chairman
District 4

Lonzo Lester
County Administrator

The Board of Supervisors of Russell County in regular meeting on the 13th of May 2024 adopted the following:

RESOLUTION FOR RURAL RUSTIC ROAD DESIGNATION

WHEREAS, §33.2-332 of the Code of Virginia, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Russell County, Virginia ("Board") desires to consider whether the following routes, should be designated Rural Rustic Roads; and

- Route 728: Davis Memorial Drive
- From Route 671 to 0.45-mile East of Route 671, Length = 0.45-mile.

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the public has been made aware that this road is to be paved with minimal improvements; and

WHEREAS, the Board believes that this road should be designated as Rural Rustic Roads due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates the road named herein and shown on the attached sketch as a Rural Rustic Road, pursuant to §33.2-332 of the Code of Virginia, and requests that the Local Manager for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the roads in their current state.

BE IT FINALLY RESOLVED that a certified copy of this resolution be forwarded to the Resident Engineer for the Virginia Department of Transportation.

DONE this 13th day of May 2024.

Recorded Vote

Moved By: _____

Seconded By: _____

Yeas ____ Nays ____

Steve Breeding, Chairman
Russell County Board of Supervisors

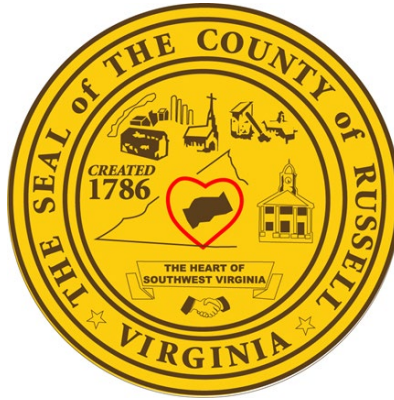
DRAFT

RUSSELL COUNTY RURAL RUSTIC ROAD DESIGNATION

RTE 728: DAVIS MEMORIAL DRIVE
From Rte 671 to 0.45-mi E Rte 671
Length = 0.45-mile



COUNTY OF RUSSELL, VIRGINIA



Russell County Board of Supervisors COUNTY FINANCIAL BUDGET

FISCAL YEAR 2024-2025



As Adopted

25 Core Operations - 55 Departments or Programs

Since 2015, the Board has reduced costs through consolidation of operations – Disposal, landfill operations, restructuring contracts, services in-house & utilizing CWP.

- 8 Years BOS – 26% Pay Increase & 2 Bonuses – 7% = 33%
- Virginia Minimum Wage (Mandatory) - \$13.50 (2025) & \$15.00 (2026)
Governor Vetoed – Still Being Considered.
- Southwestern Virginia Regional Jail Increase (Mandatory)
- RC DSS – Foster Care & CSA Services Increase (Mandatory)
- 2025 County Operation Inflationary Cost (Mandatory)
- RC Disposal & Transfer Station Increase (Contractual)
- RC Fire & Rescue Services (Optional) & (Mandatory)
- School Resource Officers (Lebanon & Castlewood Elementary) - (Mandatory)
- RC Teacher Salary & At-Risk Funds (Optional) - \$1,139,307
- Real Estate Reassessment (Mandatory) – Projecting 40% - 50% Increase
- \$1,100,000 – FY 24/25 Casino Funds – Public Safety & Education
 - \$156,875 – Fire & Rescue
 - \$233,201 – SVCC & RACE Program
 - \$209,924 – Court Operations
 - \$500,000 – RC Schools

FY 2024/2025 BUDGET REVENUE

County of Russell
Governmental Funds
Budgeted Revenue
FYE 6/30/2025

Fund, Major and Minor Revenue Source		Actual Revenue FYE 6/30/21	Actual Revenue FYE 6/30/22	Actual Revenue FYE 6/30/23	Budgeted Revenue FYE 6/30/24	Proposed Revenue FYE 6/30/25	
General Fund:							
Revenue from Local Sources:							
General Property Taxes:							
11010	Real Property Tax	8,135,182	7,811,611	8,150,000	8,106,560	8,106,560	0.0%
11015	Mineral Tax	865,309	627,606	812,000	850,000	850,000	0.0%
11020	Personal PSC Tax	2,046,292	1,911,437	2,095,000	1,850,000	1,745,000	-5.7%
11030	Personal Property Tax	3,963,764	4,115,574	4,050,656	4,352,560	4,690,000	7.8%
11030	Mobile Home Tax	91,016	80,614	102,500	86,000	86,000	0.0%
11040	Machinery and Tools Tax	1,010,018	1,036,563	941,301	1,026,348	1,050,000	2.3%
11050	Merchants Capital	56,469	46,120	55,000	55,000	55,000	0.0%
11060-0001	Penalties	148,884	130,870	140,000	140,000	140,000	0.0%
11060-0002	Interest	344,862	309,286	274,000	274,000	274,000	0.0%
Total General Property Taxes		16,661,796	16,069,681	16,620,457	16,740,468	16,996,560	1.5%
Other Local Taxes:							
12000-0001	Local Sales and Use Tax	2,277,215	2,422,492	2,328,745	2,595,590	2,765,365	6.5%
12000-0010	Coal & Gas Severance Tax	252,520	464,220	325,000	375,000	375,000	0.0%
12011-0001	Food & Meal Tax	-	168,202	153,100	160,000	160,000	0.0%
12020-0010	Consumers' Utility Tax	530,844	530,253	530,000	530,000	530,000	0.0%
12020-0015	E911 Tax	98,314	118,118	52,000	52,000	63,000	21.2%
12020-0016	911 Grants	-	-	-	-	-	0.0%
12020-0020	Consumption Taxes	74,530	72,914	67,500	72,000	90,000	25.0%
12060-0001	Bank Stock Tax	29,320	31,353	31,000	31,000	31,000	0.0%
12070-0001	Recordation's and Wills	21,770	32,876	26,500	35,000	33,500	-4.3%
12070-0003	Grantee Tax	110,865	111,032	110,000	110,000	110,000	0.0%
12080-0001	Cigarette Decals	18,824	116,526	122,000	92,000	92,000	0.0%
12130-5804	Treasurer Misc. Income	2,645	-	-	-	15,000	100.0%
Total Other Local Taxes		3,416,847	4,067,986	3,745,845	4,052,590	4,264,865	5.2%
Permits, Privilege Fees, & Regulatory Licenses:							
13030-0004	Land Use Permits	931	1,236	-	-	-	0.0%
13030-0005	Transfer Fees	943	1,042	1,200	1,200	1,200	0.0%
13030-0007	Erosion and Sediment Plans	350	450	750	750	750	0.0%
13030-0008	Building Permits	21,975	23,314	30,000	30,000	30,000	0.0%
13030-0009	Building Permit HVAC	5,400	5,759	7,500	7,500	7,500	0.0%
13030-0010	Electrical Permits	10,565	9,358	15,000	15,000	15,000	0.0%
13030-0013	Building & Electrical 2% State Fee	799	822	800	800	800	0.0%
13030-0014	Building Permit Plumbing	1,988	1,346	2,000	2,000	2,000	0.0%
13030-0036	Animal Licenses	972	966	1,000	1,000	1,000	0.0%
Total Permits, Privileges Fees, & Reg. Licenses		43,923	44,293	58,250	58,250	58,250	0.0%
Fines and Forfeitures:							
14000	Court Fines & Forfeitures	8,187	12,453	11,250	11,250	11,250	0.0%
Revenue from Use of Funds & Property:							
15010	Revenue from Use of Money	34,673	38,750	30,801	350,000	350,000	0.0%
15020	Revenue from Use of Property	88,714	45,395	75,000	75,000	75,000	0.0%
Total Revenue Use of Funds & Property		123,387	84,145	105,801	425,000	425,000	0.0%
Charges for Services:							
16010-0001	Jail and Inmate Fees	-	-	-	-	-	0.0%
16010-0003	Charges for Law Enforcement	2,168	2,162	2,200	2,200	2,200	0.0%
16010-0008	Jail Admission Fee	4,417	4,011	5,000	5,000	5,000	0.0%
16010-0011	Courthouse Security Fees	26,584	27,860	27,000	27,000	27,000	0.0%
16010-0012	Blood Test/DNA Test	973	801	-	-	-	0.0%
16010-0014	Other Service Charges	-	800	-	-	-	0.0%
16010-0015	Courthouse Construction	9,469	10,707	10,000	10,000	10,000	0.0%
16020-0001	Commonwealth's Attorney Fees	6,566	3,939	6,500	6,500	6,500	0.0%
16020-0002	Community Work Program	3,124	3,460	3,500	3,500	3,500	0.0%
16030-0003	Courthouse Maintenance Fees	6,699	6,976	6,500	6,500	6,500	0.0%
16080-0006	Disposal Fees	355,276	181,339	195,000	195,000	195,000	0.0%
Total Charges for Services		415,276	242,055	255,700	255,700	255,700	0.0%

FY 2024/2025 BUDGET REVENUE

County of Russell
Governmental Funds
Budgeted Revenue
FYE 6/30/2025

Fund, Major and Minor Revenue Source		Actual Revenue FYE 6/30/21	Actual Revenue FYE 6/30/22	Actual Revenue FYE 6/30/23	Budgeted Revenue FYE 6/30/24	Proposed Revenue FYE 6/30/25	
Miscellaneous Revenue:							
16150-0001	Library Fee & Fines	4,370	4,383	2,200	2,200	2,200	0.0%
16150-0005	Library Other Revenues	1,535	3,015	1,500	1,500	1,500	0.0%
16150-0006	Library Donations	1,765	3,918	3,500	3,500	3,500	0.0%
16150-0011	Town Support - Library (Lebanon & Honaker)	9,000	6,500	9,000	9,000	9,000	0.0%
18990-0001	Animal Shelter - Miscellaneous	12,290	2,020	-	-	-	0.0%
18990-0006	Sale of Surplus Property	137,380	-	-	-	-	0.0%
18990-0007	Sales of Real Estate	42,241	7,362	-	-	-	0.0%
18990-0013	Race Program Donations	100	-	-	-	-	0.0%
18990-0014	Freedom of Information Act Chg	-	-	-	-	-	0.0%
18990-0017	Sale of Vehicles	-	408,650	-	-	-	0.0%
18990-0022	Revenue - Miscellaneous	151	-	-	-	-	0.0%
18990-0024	Sale of Maps & Ordinances	48	55	50	50	50	0.0%
18990-0025	Health & Fitness	7,439	-	-	-	-	0.0%
18990-0026	Tax Collection Fees	22,208	26,754	20,000	20,000	20,000	0.0%
18990-0027	Returned Check Fees	-	50	-	-	-	0.0%
18990-0033	Conference Center	7,180	16,945	15,000	20,000	20,000	0.0%
18990-0038	Sheriff's Domestic Violence Donation	(294)	(189)	-	-	-	0.0%
18990-0042	Animal Shelter Donations	6,791	17,558	-	-	-	0.0%
18990-0044	Sheriff Calendar Fund	-	(857)	-	-	-	0.0%
18990-0046	Regional IDA	-	-	-	-	-	0.0%
18990-0051	Sheriff's Department Misc. Revenue	5,861	94,247	5,000	5,000	5,000	0.0%
18990-0052	School Resources Officers	-	197,809	200,000	400,000	445,000	11.3%
18990-0054	Sheriff - CITAC	117,651	167,023	170,000	170,000	170,000	0.0%
18990-0057	Pauper Funeral	-	-	-	-	-	0.0%
18990-0059	Timber Sales	-	-	-	-	-	0.0%
18990-0060	Non Judicial Sale of Real Estate	757	10,167	-	-	-	0.0%
18990-0061	RACE Program Repayment	6,761	8,911	-	-	-	0.0%
18990-0062	Russell Co Recovery Program	-	-	-	-	-	0.0%
18990-0063	Sheriff - Project Lifesaver	-	-	-	-	-	0.0%
18990-0064	Sheriff - Special Projects	37,752	7,849	-	-	-	0.0%
18990-0065	RACE Program Scholarship	-	-	-	-	-	0.0%
18990-0066	Animal Shelter Grant	1,000	-	-	-	-	0.0%
18990-0200	Tourism Revenue	14,321	10,300	-	-	-	0.0%
18990-0201	Tourism Scholarship Donations	500	300	-	-	-	0.0%
18990-0202	Tourism Picture Tribute Wall	600	350	-	-	-	0.0%
18990-0203	CIFA Director Funding	-	80,000	-	-	-	0.0%
Total Miscellaneous Revenue		437,407	1,073,120	426,250	631,250	676,250	7.1%
Recovered Costs:							
19000-0003	Recovered Cost - DSS	-	148,661	279,918	305,765	280,150	-8.4%
19000-0004	Recovered Cost - Industrial Development	67,699	36,292	51,500	65,000	65,000	0.0%
19000-0007	Recovered Costs (Miscellaneous)	8,074	4,712	8,000	8,000	8,000	0.0%
19000-0008	Recovered Cost - Health Department	-	-	-	-	-	0.0%
19000-0009	Recovered Cost - SWVA Regional Jail	527,967	396,893	275,000	580,163	-	-100.0%
19000-0012	Recovered Cost - PSA Fuel	49,332	76,424	65,000	65,000	65,000	0.0%
19000-0013	Recovered Cost - Insurance	-	18,688	-	-	-	0.0%
19000-0020	Recovered Cost - In-State Transport	-	1,922	-	6,771	6,771	0.0%
19000-0025	Recovered Cost - Landfill	-	-	-	-	-	0.0%
Total Recovered Costs		653,072	683,592	679,418	1,030,699	424,921	-58.8%
Total Local Revenue		21,759,895	22,277,325	21,902,971	23,205,207	23,112,796	-0.4%

FY 2024/2025 BUDGET REVENUE

County of Russell
Governmental Funds
Budgeted Revenue
FYE 6/30/2025

Fund, Major and Minor Revenue Source		Actual Revenue FYE 6/30/21	Actual Revenue FYE 6/30/22	Actual Revenue FYE 6/30/23	Budgeted Revenue FYE 6/30/24	Proposed Revenue FYE 6/30/25	
Revenue from the Commonwealth:							
Noncategorical Aid:							
22010-0004	Commissioner of Revenue - DMV Select	105,613	-	-	-	-	0.0%
22010-0005	Mobile Home Titling Tax	80,483	67,964	80,000	80,000	80,000	0.0%
22010-0006	State Recordation Tax	9,024	-	15,000	15,000	15,000	0.0%
22010-0007	DMV Stops	29,343	17,728	17,500	17,500	17,500	0.0%
22010-0008	Rolling Stock Tax	133,161	131,363	134,500	134,500	134,500	0.0%
22010-0010	Motor Vehicle Rental Tax	2,669	2,136	1,750	1,750	1,750	0.0%
22010-0011	ATV Sales Tax	15,778	19,742	-	-	-	0.0%
22010-0012	Commonwealth - Misc. Revenue	-	-	-	-	-	0.0%
22010-0013	Communications Tax	652,106	615,703	655,000	655,000	655,000	0.0%
22010-0016	Personal Property Tax Relief Act Funds	1,437,003	1,437,003	1,437,003	1,437,003	1,437,003	0.0%
22010-0018	Passport Fees	1,909	3,465	2,900	2,900	2,900	0.0%
22010-0019	TAC Payments for Collections	(473)	-	-	-	-	0.0%
22010-0020	Comm. of Revenue Misc. Revenue	255	175	-	-	-	0.0%
22010-0021	Games of Skill Distribution Tax	2,038	427	2,000	2,000	2,000	0.0%
22010-0030	Dist. Regional Improvement Commission (Casino)	-	-	-	680,000	1,100,000	61.8%
Total Noncategorical Aid		2,468,909	2,295,706	2,343,653	3,025,653	3,445,653	13.9%
Categorical Aid: Shared Expenses							
23010-0001	Commonwealth's Attorney	388,668	408,998	427,347	450,384	499,603	10.9%
23020-0001	Sheriff	1,546,845	1,683,213	1,703,228	1,820,355	1,950,129	7.1%
23030-0001	Commissioner of the Revenue	128,431	167,931	177,934	190,636	200,737	5.3%
23040-0001	Treasurer	117,630	135,385	144,145	152,498	159,885	4.8%
23060-0001	Registrar/Electoral Board	41,536	71,532	75,000	87,658	96,250	9.8%
23070-0005	Clerk of the Circuit Court	358,760	414,926	462,456	489,807	525,628	7.3%
Total Shared Expenses		2,578,870	2,881,985	2,990,110	3,191,338	3,432,232	7.5%
Other Categorical Aid:							
23010-0004	Victim Witness Grant	-	114,623	115,000	65,100	65,100	0.0%
23010-0006	Commonwealth Attorney State Forfeited Asset	-	435	-	-	-	0.0%
23010-0010	Commonwealth Attorney Fed Forfeiture Fund	-	32	-	-	-	0.0%
24010-0001	Health Department	31,176	48,818	-	-	-	0.0%
24040-0002	EMS Grants	2,724	7,500	7,500	7,500	7,500	0.0%
24040-0003	EMS/Two For Life Grant	30,605	37,400	35,000	35,000	35,000	0.0%
24040-0004	School Resource Officer State Grant	38,638	-	50,000	50,000	50,000	0.0%
24040-0005	Edward Byrne Grant (Sheriff)	-	2,310	2,500	2,500	2,500	0.0%
24040-0006	Domestic Violence Against Women Grant	23,840	11,852	25,600	25,600	25,600	0.0%
24040-0007	Litter Control Grants	11,637	16,225	12,800	12,800	12,800	0.0%
24040-0008	Homeland Security	-	-	4,800	4,800	4,800	0.0%
24040-0009	Library State Aid	86,116	90,859	113,367	113,367	133,500	17.8%
24040-0011	Sheriff DMV Transfer Grant	-	-	2,000	2,000	2,000	0.0%
24040-0013	Fire Program Funds	90,786	96,419	96,000	96,000	96,000	0.0%
24040-0014	Community Work Program Grant	48,375	60,743	61,000	61,000	61,000	0.0%
24040-0015	Sheriff Naloxone Grant	-	-	-	-	-	0.0%
24040-0018	Dante Depot Revitalization Project	-	-	-	-	-	0.0%
24040-0019	Law Enforcement Equipment Grant	84,949	2,492	-	-	-	0.0%
24040-0023	Dept. of Housing Community Development	276,348	57,995	-	-	-	0.0%
24040-0024	DOH Cleveland Sewer Treatment Plant	31,500	-	-	-	-	0.0%
24040-0026	VCEDA Grant - Laurel Bed Lake Study	-	-	-	25,000	-	-100.0%
24040-0027	Emergency Mgmt EOC Equipment Grant	-	49,545	-	-	-	0.0%
24040-0028	Three Rivers Destination Center	-	50,000	-	-	-	0.0%
24040-0029	Arty Lee Campground	-	200,513	-	-	-	0.0%
41010-0001	Insurance Recoveries	20,428	57,593	18,250	-	-	0.0%
41010-0015	GIS	3,150	100	2,900	2,900	2,900	0.0%
41010-0020	Miscellaneous Revenue	77,654	86,614	55,773	55,773	55,773	0.0%
41010-0050	Transfer to GF from School	535,144	149,572	-	-	-	0.0%
41010-0061	Transfer to GF from CARES	383,167	-	-	-	-	0.0%
41020-0001	Courthouse Restoration Fund	-	3,852,215	-	-	-	0.0%
33000-0002	Coronavirus Emerg Supplement Grant	-	95,265	-	-	-	0.0%
Total Other Categorical Aid		1,776,237	5,089,120	602,490	559,340	554,473	-0.9%
Total Categorical Aid		4,355,107	7,971,105	3,592,600	3,750,678	3,986,705	6.3%
Total Revenue Commonwealth		6,824,016	10,266,811	5,936,253	6,776,331	7,432,358	9.7%
Total General Fund		28,583,926	32,558,768	27,871,456	29,981,538	30,545,154	1.9%
Surplus (Deficit) in General Fund		944,704	718,250	0	(0)	(186,755)	

FY 2024/2025 BUDGET REVENUE

County of Russell
Governmental Funds
Budgeted Revenue
FYE 6/30/2025

Fund, Major and Minor Revenue Source	Actual Revenue FYE 6/30/21	Actual Revenue FYE 6/30/22	Actual Revenue FYE 6/30/23	Budgeted Revenue FYE 6/30/24	Proposed Revenue FYE 6/30/25	
Special Revenue Funds:						
Coal Road Fund:						
Revenue from local sources:						
Coal Road Taxes	188,040	464,219	325,000	350,000	350,000	0.0%
Revenue from Use of Money	-	4,599	-	-	-	
Total Coal Road Fund	188,040	468,818	325,000	350,000	350,000	0.0%
 Dante Sewer Fund	 49,572	 49,572	 49,572	 49,572	 49,572	 0.0%
Revenue from the Commonwealth - Public Assistance	5,184,387	5,857,639	5,494,856	5,494,856	5,414,842	-1.5%
Revenue from the Commonwealth - Comprehensive Services	1,384,851	1,284,641	1,400,000	1,400,000	1,400,000	0.0%
SWVA ASAP Fund (Grant)	192,635	203,032	203,032	203,032	203,032	0.0%
Total General and Special Funds	35,583,411	40,422,470	35,343,916	37,478,998	37,962,600	1.3%
 Enterprise Fund (Canneries)						
Revenue From Sales	6,107	6,607	25,000	25,000	25,000	0.0%
Total Primary Government	35,589,518	40,429,077	35,368,916	37,503,998	37,987,600	1.3%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

General Fund:

Board of Supervisors (11010)

Personnel Services

1001	Compensation of Members	53,575	52,000	54,700	54,700	54,700	0.0%
2001	FICA	3,031	2,886	3,400	3,400	3,400	0.0%
2005	Health care	24,141	29,877	30,000	30,000	34,000	13.3%
2011	Workmen's compensation	-	-	-	-	-	0.0%
Subtotal		80,747	84,763	88,100	88,100	92,100	4.5%

Contractual Services

3002	Professional services - Legal	79,695	79,478	65,000	75,000	75,000	0.0%
3007	Advertising	3,769	6,434	2,500	2,500	2,500	0.0%
Subtotal		83,464	85,912	67,500	77,500	77,500	0.0%

Other Charges

5203	Telecommunications	-	-	-	-	-	0.0%
5413	Other Projects	38,802	7,373	5,000	5,000	5,000	0.0%
5501	Travel (mileage)	2,473	1,252	7,000	7,000	7,000	0.0%
5504	Travel (conferences and education)	4,064	10,048	15,000	15,000	15,000	0.0%
5801	Dues & association memberships	8,551	9,563	5,500	5,500	5,500	0.0%
9910	Board Contingency	-	33,630	-	35,000	-	-100.0%
Subtotal		53,890	61,866	32,500	67,500	32,500	-51.9%

Total Board of Supervisors

218,101	232,541	188,100	233,100	202,100	-13.3%
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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
County Administrator (12010)							
Personnel Services							
1001	Salaries & wages	183,000	205,019	215,270	230,339	237,249	3.0%
1003	Part-time	22,998	44,216	46,427	49,677	51,167	3.0%
2001	FICA	12,208	18,539	20,020	21,421	22,070	3.0%
2002	VRS	18,644	26,820	32,420	34,689	35,730	3.0%
2005	Health care	11,297	17,938	18,000	18,000	18,000	0.0%
2006	Group life insurance	766	1,101	970	970	970	0.0%
2007	Health insurance credit	368	530	450	450	450	0.0%
2008	Dental Insurance	706	938	703	703	703	0.0%
2010	Vision Insurance	65	77	75	75	75	0.0%
	Subtotal	<u>250,052</u>	<u>315,178</u>	<u>334,334</u>	<u>356,324</u>	<u>366,414</u>	2.8%
Contractual Services:							
3002	Professional services	-	-	-	-	-	0.0%
3005	Maintenance service contracts	7,607	6,767	8,700	8,700	8,700	0.0%
3007	Advertising	-	34	-	-	-	0.0%
	Subtotal	<u>7,607</u>	<u>6,801</u>	<u>8,700</u>	<u>8,700</u>	<u>8,700</u>	0.0%
Other Charges:							
5201	Postal services	933	573	1,200	1,200	1,200	0.0%
5203	Telecommunications - Local/Long Distance	17,154	10,794	17,000	17,000	17,000	0.0%
5401	Office supplies	10,811	10,485	10,811	10,811	10,811	0.0%
5408	Vehicle repairs and fuel	-	2,430	-	6,000	6,000	0.0%
5411	Books & subscriptions	-	524	150	150	150	0.0%
5413	Other utilities and supplies	1,353	1,641	1,300	1,300	1,300	0.0%
5414	County Web-Page Development	8,806	9,242	7,500	12,000	12,000	0.0%
5501	Travel (mileage)	-	-	-	-	-	0.0%
5504	Travel (conferences and education)	-	-	-	-	-	0.0%
5801	Dues & Association Memberships	179	180	-	-	-	0.0%
	Subtotal	<u>39,236</u>	<u>35,869</u>	<u>37,961</u>	<u>48,461</u>	<u>48,461</u>	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
	Total County Administrator	<u>296,895</u>	<u>357,848</u>	<u>380,995</u>	<u>413,485</u>	<u>423,575</u>	2.4%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Independent Auditor (12080)							
Contractual Services:							
3002	Professional services - Accounting Services	38,715	17,600	17,600	17,600	22,000	25.0%
3002	Professional services - Annual Audit	56,200	52,650	52,650	52,650	68,000	29.2%
Total Independent Auditor		94,915	70,250	70,250	70,250	90,000	28.1%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Commissioner of the Revenue (12090)							
Personnel Services:							
1001	Salaries & wages	207,039	285,748	300,035	321,038	330,669	3.0%
1003	Part-time wages	19,178	3,138	-	-	-	0.0%
2001	FICA	16,351	20,346	22,953	24,559	25,296	3.0%
2002	VRS	18,555	23,613	25,000	26,750	27,550	3.0%
2005	Health care	19,991	39,973	19,991	19,991	24,000	20.1%
2006	Group life insurance	1,080	1,543	1,080	1,080	1,080	0.0%
2007	Health insurance credit	9	78	-	-	-	0.0%
2008	Dental Insurance	1,483	3,078	1,483	1,483	1,483	0.0%
2010	Vision Insurance	143	256	143	143	143	0.0%
2011	Workmen's compensation	-	-	-	-	-	0.0%
2210	VRS Hybrid Plan	7,630	13,990	7,630	7,630	7,630	0.0%
2500	Virginia Disability Program	481	881	481	481	481	0.0%
	Subtotal	291,940	392,644	378,796	403,155	418,332	3.8%
Other Charges:							
5401	Office expenses - supplement	24,634	22,900	25,000	25,000	25,000	0.0%
	Subtotal	24,634	22,900	25,000	25,000	25,000	0.0%
	Total Commissioner of the Revenue	316,574	415,544	403,796	428,155	443,332	3.5%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Real Estate Assessment (12100)							
Personnel Services							
1001	Salary & wages	81,387	84,519	88,745	94,957	97,806	3.0%
2001	FICA	6,079	6,316	6,789	7,264	7,482	3.0%
2002	VRS	10,123	10,728	13,365	14,301	14,730	3.0%
2005	Health care	-	-	-	-	5,125	100.0%
2006	Group life insurance	418	440	350	350	350	0.0%
2007	Health insurance credit	199	212	175	175	175	0.0%
2008	Dental Insurance	629	658	507	507	507	0.0%
2010	Vision Insurance	72	72	66	66	66	0.0%
	Subtotal	98,907	102,945	109,997	117,620	126,241	7.3%
Contractual Services							
3002	Professional services - Assessor's Contract	1,650	2,150	5,000	150,000	150,000	0.0%
3005	Maintenance services contracts	2,740	579	2,500	2,500	2,500	0.0%
3006	Printing & binding	800	-	2,500	2,500	2,500	0.0%
	Subtotal	5,190	2,729	10,000	155,000	155,000	0.0%
Other Charges							
5201	Postal services	308	106	400	400	400	0.0%
5203	Telecommunications	1,325	1,566	1,200	1,200	1,200	0.0%
5401	Office supplies	441	48	1,200	1,200	1,200	0.0%
5408	Vehicle repair & maintenance	-	-	100	100	100	0.0%
5501	Travel (mileage)	-	-	-	-	-	0.0%
5504	Travel (conferences & education)	-	-	-	-	-	0.0%
5801	Dues	-	-	45	45	45	0.0%
	Subtotal	2,074	1,720	2,945	2,945	2,945	0.0%
Capital Outlay							
7002	Furniture & fixtures	-	-	-	-	-	0.0%
	Total Real Estate Assessment	106,171	107,394	122,942	275,565	284,186	3.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Treasurer's Office (12130)							
Personnel Services							
1001	Salaries & wages	249,558	265,036	278,288	297,768	306,701	3.0%
1003	Part-time wages	-	-	-	16,071	16,071	0.0%
2001	FICA	16,836	17,918	21,289	22,779	23,473	3.0%
2002	VRS	24,959	26,845	41,910	44,844	46,189	3.0%
2005	Health care	48,718	61,498	62,000	62,000	62,000	0.0%
2006	Group life insurance	1,343	1,431	1,292	1,292	1,292	0.0%
2007	Health insurance credit	-	-	-	-	-	0.0%
2008	Dental Insurance	2,440	2,536	-	-	2,800	0.0%
2010	Vision Insurance	277	277	-	-	-	0.0%
2011	Workmen's compensation	-	-	-	-	-	0.0%
2210	VRS Hybrid Plan	7,579	8,033	8,200	8,775	9,300	6.0%
2500	Virginia Disability Program	477	507	-	-	-	0.0%
	Subtotal	352,187	384,081	412,979	453,529	467,826	3.2%
Contractual Services							
3005	Maintenance service contracts	6,321	7,881	900	900	900	0.0%
3007	Advertising	-	-	230	230	230	0.0%
	Subtotal	6,321	7,881	1,130	1,130	1,130	0.0%
Other Charges							
5201	Postal services	14,785	2,283	17,500	17,500	17,500	0.0%
5203	Telecommunications	3,837	5,147	5,100	5,100	5,100	0.0%
5401	Office supplies	7,294	2,519	4,800	4,800	4,800	0.0%
5402	Cigarette Stamps	-	4,543	-	-	3,500	0.0%
5501	Travel (mileage)	-	-	-	-	-	0.0%
5504	Travel (conference & education)	200	-	200	200	200	0.0%
5801	Dues & association memberships	642	525	600	600	600	0.0%
5802	Tax tickets	22,530	42,685	25,000	25,000	25,000	0.0%
5803	Credit card fees & expenses	4,133	-	-	-	-	0.0%
	Subtotal	53,421	57,702	53,200	53,200	56,700	6.6%
Capital Outlay							
7002	Furniture & fixtures	-	-	-	-	-	0.0%
	Total Treasurer's Office	411,929	449,664	467,309	507,859	525,656	3.5%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Procurement Officer and Data Processing (12300)							
Personnel Services							
1001	Salaries & wages	44,595	45,948	48,245	51,623	53,171	3.0%
2001	FICA	2,901	3,059	3,690	3,949	4,068	3.0%
2002	VRS	5,706	6,047	7,266	7,774	8,008	3.0%
2005	Health care	10,106	12,302	12,300	12,300	12,300	0.0%
2006	Group life insurance	236	248	236	236	236	0.0%
2007	Health insurance credit	112	119	112	112	112	0.0%
2008	Dental Insurance	591	636	591	591	591	0.0%
2010	Vision Insurance	43	44	43	43	43	0.0%
	Subtotal	64,290	68,403	72,483	76,628	78,528	2.5%
Contractual Services							
3002	Professional services	20,210	51,123	25,000	50,000	50,000	0.0%
3005	Maintenance service contracts	51,600	50,236	50,000	75,000	75,000	0.0%
	Subtotal	71,810	101,359	75,000	125,000	125,000	0.0%
Other Charges							
5401	Office supplies	929	-	250	250	250	0.0%
	Subtotal	929	-	250	250	250	0.0%
Capital Outlay							
7002	Equipment Replacements	30,709	34,633	25,000	25,000	25,000	0.0%
	Subtotal	30,709	34,633	25,000	25,000	25,000	0.0%
	Total Procurement Office	167,738	204,395	172,733	226,878	228,778	0.8%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Electoral Board & Officials (13010)							
Personnel Services							
1003	Part-time Wages	-	-	-	-	-	0.0%
1008	Compensation of members	8,908	9,292	9,200	9,200	9,200	0.0%
2001	FICA	-	-	-	-	-	0.0%
	Subtotal	<u>8,908</u>	<u>9,292</u>	<u>9,200</u>	<u>9,200</u>	<u>9,200</u>	<u>0.0%</u>
Contractual Services							
3002	Professional services	36,755	97,474	25,000	25,000	60,000	140.0%
3004	Repair & maintenance services	50	-	2,500	2,500	2,500	0.0%
3006	Printing & binding	-	-	800	800	800	0.0%
3007	Advertising	261	250	500	500	500	0.0%
	Subtotal	<u>37,066</u>	<u>97,724</u>	<u>28,800</u>	<u>28,800</u>	<u>63,800</u>	<u>121.5%</u>
Other Charges							
5201	Postal services	3,437	2,382	2,500	2,500	8,800	252.0%
5203	Telecommunications	645	999	750	750	750	0.0%
5401	Office supplies	13,565	3,752	1,500	1,500	1,500	0.0%
5413	Other expenses	-	-	-	-	-	0.0%
5501	Travel (mileage)	1,750	886	-	-	-	0.0%
5504	Travel (conferences & education)	-	-	-	-	-	0.0%
5801	Dues & association memberships	-	-	-	-	-	0.0%
	Subtotal	<u>19,397</u>	<u>8,019</u>	<u>4,750</u>	<u>4,750</u>	<u>11,050</u>	<u>132.6%</u>
Capital Outlay							
7002	Furniture & fixtures	22,659	6,324	-	-	-	0.0%
	Subtotal	<u>22,659</u>	<u>6,324</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Electoral Board & Officials		<u>88,030</u>	<u>121,359</u>	<u>42,750</u>	<u>42,750</u>	<u>84,050</u>	<u>96.6%</u>

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
General Registrar (13020)						
Personnel Services:						
1001 Salaries & wages	73,600	106,450	111,773	119,597	123,184	3.0%
1003 Part-time wages	3,060	-	-	-	-	0.0%
2001 FICA	5,370	7,738	8,550	9,149	9,424	3.0%
2002 VRS	-	3,532	-	-	-	0.0%
2005 Health care	12,406	12,302	12,500	12,500	12,875	3.0%
2006 Group life insurance	396	574	396	396	396	0.0%
2007 Health insurance credit	-	5	-	-	-	0.0%
2008 Dental Insurance	749	636	748	748	748	0.0%
2009 Unemployment insurance	-	-	-	-	-	0.0%
2010 Vision Insurance	62	44	73	73	73	0.0%
2210 VRS Hybrid Plan	6,051	14,000	13,550	14,492	14,492	0.0%
2011 Workmen's compensation	381	883	216	216	216	0.0%
Subtotal	105,607	142,632	147,806	157,171	161,408	2.7%
Contractual Services:						
3002 Professional services	34,782	600	1,000	1,000	1,000	0.0%
3004 Repair & maintenance services	-	-	300	300	300	0.0%
3005 Maintenance service contracts	2,417	2,540	2,500	2,500	2,500	0.0%
3006 Printing & binding	-	-	500	500	500	0.0%
3007 Advertising	592	432	400	400	400	0.0%
Subtotal	37,791	3,572	4,700	4,700	4,700	0.0%
Other Charges:						
5201 Postal services	56	495	100	100	100	0.0%
5203 Telecommunications	4,778	4,710	4,800	4,800	4,800	0.0%
5401 Office supplies	4,547	1,325	2,300	2,300	2,300	0.0%
5413 Other utilities	2,087	1,740	500	500	500	0.0%
5501 Travel (mileage)	-	-	-	-	-	0.0%
5504 Travel (conferences and education)	-	-	-	-	-	0.0%
5801 Dues & Association Memberships	250	324	170	170	170	0.0%
Subtotal	11,718	8,594	7,870	7,870	7,870	0.0%
Capital Outlay:						
7002 Furniture/Fixtures	-	6,705	-	-	-	0.0%
Subtotal	-	6,705	-	-	-	0.0%
Total General Registrar	155,116	161,503	160,376	169,741	173,978	2.5%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Circuit Court (21010)						
Personnel Services:						
0006 Court Cost (Witness Mileage)	2,226	1,198	1,000	1,000	2,500	150.0%
1001 Salaries & wages	50,720	52,550	55,178	59,040	60,811	3.0%
1003 Part-time wages	-	-	-	-	-	0.0%
1008 Jury commr. fees	840	3,030	6,500	6,500	8,500	30.8%
2001 FICA	3,891	4,063	4,220	4,517	4,652	3.0%
2002 VRS	6,525	6,916	8,310	8,891	9,158	3.0%
2005 Health care	-	-	4,600	4,600	4,600	0.0%
2006 Group life insurance	269	284	465	465	465	0.0%
2007 Health insurance credit	128	137	263	263	263	0.0%
2008 Dental Insurance	-	-	148	148	148	0.0%
2010 Vision Insurance	-	-	19	19	19	0.0%
2210 VRS Hybrid Plan	-	-	3,153	3,153	3,153	0.0%
2011 Workmen's compensation	-	-	194	194	194	0.0%
Subtotal	64,599	68,178	84,049	88,790	94,463	6.4%
Contractual Services:						
3005 Maintenance service contracts	1,452	1,641	1,800	1,800	1,800	0.0%
Subtotal	1,452	1,641	1,800	1,800	1,800	0.0%
Other Charges:						
5203 Telecommunications	1,914	2,570	2,100	2,100	2,100	0.0%
5401 Office supplies	3,525	633	3,500	3,500	3,500	0.0%
5501 Travel (mileage)	-	-	-	-	-	0.0%
Subtotal	5,439	3,203	5,600	5,600	5,600	0.0%
Capital Outlay:						
7002 Furniture/Fixtures	-	-	-	-	-	0.0%
Subtotal	-	-	-	-	-	0.0%
Total Circuit Court	71,490	73,022	91,449	96,190	101,863	5.9%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
General District Court (21020)							
Personnel Services:							
1003	Part-time wages	6,142	2,167	2,275	2,435	2,508	3.0%
2001	FICA	470	166	174	186	192	3.0%
2005	Health care	-	-	-	-	-	0.0%
2006	Group life insurance	-	-	-	-	-	0.0%
2007	Health insurance credit	-	-	-	-	-	0.0%
2011	Workmen's compensation	-	-	-	-	-	0.0%
	Subtotal	6,612	2,333	2,449	2,621	2,699	3.0%
Contractual Services:							
3005	Maintenance service contracts	3,553	2,512	2,500	2,500	2,500	0.0%
	Subtotal	3,553	2,512	2,500	2,500	2,500	0.0%
Other Charges:							
5203	Telecommunications	3,330	4,895	4,800	4,800	4,800	0.0%
5401	Office supplies	1,436	2,872	2,500	2,500	2,500	0.0%
5413	Other expenses (video conferencing)	-	-	500	500	500	0.0%
	Subtotal	4,766	7,767	7,800	7,800	7,800	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
Total General District Court		14,931	12,612	12,749	12,921	12,999	0.6%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Special Magistrates (21030)							
Other Charges:							
5203	Telecommunications	5,229	6,069	6,100	6,200	6,200	0.0%
5401	Office supplies	842	962	1,000	1,000	1,000	0.0%
	Subtotal	6,071	7,031	7,100	7,200	7,200	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
8002	Rent/lease	(325)	-	-	-	-	0.0%
	Subtotal	(325)	-	-	-	-	0.0%
Total Special Magistrates		5,746	7,031	7,100	7,200	7,200	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Probation Services (21050)							
Contractual Services:							
3002	Professional services	4,950	4,400	6,600	6,600	6,600	0.0%
3009	Purchase of services	201,228	169,308	197,052	197,052	197,052	0.0%
	Subtotal	206,178	173,708	203,652	203,652	203,652	0.0%
Other Charges:							
5103	Water/sewer services						
5203	Telecommunications	4,529	4,572	4,300	4,300	4,300	0.0%
5413	Postage	38	126	380	380	380	0.0%
	Subtotal	4,567	4,698	4,680	4,680	4,680	0.0%
Capital Outlay:							
7002	Furniture/Fixtures						
8002	Rent/lease	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
Total Probation Office		210,745	178,406	208,332	208,332	208,332	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Clerk's Office (21060)							
Personnel Services:							
1001	Salaries & wages	365,559	401,119	421,175	450,657	464,177	3.0%
1003	Part-time wages	-	-	-	-	-	0.0%
2001	FICA	24,970	27,744	29,500	34,475	35,510	3.0%
2002	VRS	37,585	38,428	42,050	45,000	46,350	3.0%
2005	Health care	69,430	86,400	86,500	86,500	92,000	6.4%
2006	Group life insurance	1,872	2,122	2,100	2,100	2,100	0.0%
2007	Health insurance credit	6	-	-	-	-	0.0%
2008	Dental Insurance	3,911	4,117	4,100	4,100	4,100	0.0%
2010	Vision Insurance	342	342	288	288	288	0.0%
2210	VRS Hybrid Plan	7,754	13,269	13,200	13,200	15,500	17.4%
2011	Workmen's compensation	488	-	388	388	388	0.0%
2500	Disability Program	-	837	-	-	-	0.0%
	Subtotal	511,917	574,378	599,301	636,708	660,412	3.7%
Contractual Services:							
3002	Professional services (Audit)	2,093	1,253	2,200	2,200	4,300	95.5%
3005	Maintenance service contracts	-	215	750	750	750	0.0%
3006	Printing & binding (record docum.)	1,921	1,628	3,500	3,500	3,500	0.0%
3007	Advertising	-	-	-	-	-	0.0%
	Subtotal	4,014	3,096	6,450	6,450	8,550	32.6%
5201	Postal services	4,585	7,105	7,100	7,100	7,100	0.0%
5203	Telecommunications	8,093	5,900	5,900	5,900	5,900	0.0%
5306	Bond premium	-	-	-	-	-	0.0%
5401	Office supplies	6,266	4,145	4,200	4,200	4,200	0.0%
5504	Travel (conferences and education)	-	-	-	-	-	0.0%
5801	Dues & Association Memberships	-	-	-	-	-	0.0%
5902	Technology Trust Fund	7,745	9,276	9,500	9,500	9,500	0.0%
9999	Other - Audit Adjustments	-	-	-	-	-	0.0%
	Subtotal	26,689	26,426	26,700	26,700	26,700	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
7009	Security monitor	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
	Total Clerk's Office	542,620	603,900	632,451	669,858	695,662	3.9%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Sheriff - Civil & Court Security (21070)							
Personnel Services							
1001	Salaries & wages - Regular Hours	709,521	907,338	952,705	1,019,394	1,049,976	3.0%
2001	FICA	50,410	64,761	72,882	77,984	80,323	3.0%
2002	VRS	76,679	98,664	102,500	109,700	113,000	3.0%
2005	Health care	91,131	132,979	133,000	133,000	133,000	0.0%
2006	Group life insurance	3,363	4,205	4,200	4,200	4,200	0.0%
2007	Health insurance credit	-	-	3,900	3,900	3,900	0.0%
2008	Dental Insurance	6,118	8,311	6,118	6,118	6,118	0.0%
2010	Vision Insurance	559	666	600	600	600	0.0%
2210	VRS Hybrid Plan	4,792	3,809	4,200	4,495	4,495	0.0%
2011	Workmen's compensation	301	240	-	-	-	0.0%
Total Sheriff-Civil & Court Security		942,874	1,220,973	1,280,105	1,359,391	1,395,612	2.7%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Commonwealth's Attorney (22010)						
Personnel Services						
1001 Salaries & wages	487,741	539,176	566,135	605,764	623,937	3.0%
1003 Part-time wages	144,113	107,965	113,363	121,299	124,938	3.0%
2001 FICA	46,643	47,702	51,050	54,600	57,289	4.9%
2002 VRS	53,953	57,079	85,260	91,228	93,965	3.0%
2005 Health care	35,354	47,447	32,671	32,671	32,671	0.0%
2006 Group life insurance	2,612	2,876	1,536	1,536	1,536	0.0%
2007 Health insurance credit	134	149	110	110	110	0.0%
2008 Dental Insurance	3,110	3,330	2,862	2,862	2,862	0.0%
2010 Vision Insurance	298	301	247	247	247	0.0%
2210 VRS Hybrid Plan	9,326	13,013	4,665	4,665	4,665	0.0%
2011 Workmen's compensation	588	821	287	287	287	0.0%
Subtotal	783,872	819,859	858,186	915,269	942,507	3.0%
Other Charges:						
3005 Maintenance & Service Contracts	2,270	948				
5201 Postal Services	61	195				
5203 Telecommunications	2,175	8				
5401 Office expense - supplement	27,942	12,621	8,900	8,900	11,000	23.6%
5417 Other expenses	-	-	-	-	-	0.0%
5900 State Asset Forfeiture Expenses	-	-	-	-	-	0.0%
5903 Federal Justice Forfeiture Expenses	28,065	38,922	-	-	-	0.0%
Subtotal	60,513	52,694	8,900	8,900	11,000	23.6%
Community Worker Program:						
5415 Program Supplies	26,326	41,285	40,000	40,000	40,000	0.0%
Total Commonwealth's Attorney	870,711	913,838	907,086	964,169	993,507	3.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Victim Witness Grant (22020)							
Personnel Services							
1001	Salaries & wages	44,799	47,868	50,261	47,000	48,410	3.0%
2001	FICA	3,383	3,443	3,845	3,596	3,703	3.0%
2002	VRS	5,324	-	7,569	-	-	0.0%
2005	Health care	-	5,123	5,200	6,148	6,148	0.0%
2006	Group life insurance	218	238	218	216	220	1.9%
2007	Health insurance credit	105	115	105	100	120	20.0%
2008	Dental Insurance	734	871	253	328	328	0.0%
2010	Vision Insurance	61	66	33	36	36	0.0%
2011	Workers' compensation	336	366	-	-	370	0.0%
2210	VRS Hybrid Plan	-	5,808	6,300	6,740	6,740	0.0%
	Subtotal	54,960	63,898	73,785	64,164	66,075	3.0%
Other Charges:							
5401	Office supplies	17,380	881	1,000	936	936	0.0%
5504	Travel (Conferences & education)	200	1,477	-	-	-	0.0%
9999	Other - Audit Adjustments	-	-	-	-	-	0.0%
	Subtotal	17,580	2,358	1,000	936	936	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
Total Victim Witness		72,540	66,256	74,785	65,100	67,011	2.9%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Sheriff - Law Enforcement (31020)						
Personnel Services						
1001 Salaries & wages - Regular hours	1,335,500	1,424,218	1,495,429	1,600,109	1,648,112	3.0%
2001 FICA	86,101	102,566	114,400	122,408	126,081	3.0%
2002 VRS	125,829	157,117	225,212	240,976	248,206	3.0%
2005 Health care	139,930	180,979	181,000	181,000	209,000	15.5%
2006 Group life insurance	5,195	6,447	6,500	6,500	6,500	0.0%
2007 Health insurance credit	-	-	-	-	-	0.0%
2008 Dental Insurance	8,309	9,817	9,900	9,900	11,900	20.2%
2009 Unemployment insurance	-	-	216	216	216	0.0%
2010 Vision Insuranee	705	783	785	785	925	17.8%
2011 Workmen's compensation	-	-	-	-	-	0.0%
Subtotal	1,701,569	1,881,927	2,033,442	2,161,895	2,250,939	4.1%
Contractual Services:						
3002 Professional services	2,376	2,376	-	-	-	0.0%
3004 Repair & maintenance services	-	-	-	-	-	0.0%
3005 Maintenance service contracts	22,932	20,608	25,000	25,000	25,000	0.0%
3009 Purchase of services	180	150	-	-	-	0.0%
Subtotal	25,488	23,134	25,000	25,000	25,000	0.0%
Other Charges:						
5101 Electricity	31,441	36,799	37,000	37,000	37,000	0.0%
5103 Water/Sewer	6,453	5,086	6,500	6,500	6,500	0.0%
5201 Postal services	2,627	3,322	3,400	3,400	3,400	0.0%
5203 Telecommunications - Mobile	71,921	92,875	72,000	72,000	72,000	0.0%
5401 Office supplies	16,158	11,553	12,000	12,000	12,000	0.0%
5408 Vehicle Equip/ Fuel Supplies	394,328	500,900	350,000	350,000	350,000	0.0%
5409 Police Supplies	32,777	68,482	38,000	38,000	38,000	0.0%
5410 Uniforms/Wearing apparel	10,539	20,433	25,000	25,000	25,000	0.0%
5413 Sheriff 29th District Task Force	-	-	-	-	-	0.0%
5501 TOG Fund	-	11,700	-	-	-	0.0%
5503 Transport of Prisoners	38,866	39,074	40,000	40,000	47,000	17.5%
5504 Travel (conferences and education)	-	40,320	-	-	-	0.0%
5505 TDO Off-Duty Transports	-	-	-	-	68,000	0.0%
5600 Police academy	18,960	-	15,000	15,000	15,000	0.0%
5801 Dues & Association Memberships	5,827	-	-	-	2,800	0.0%
5900 Restitution Fund Expenses	6,723	13,702	-	-	-	0.0%
5901 Sheriff State Forfeited Expenses	1,200	-	-	-	-	0.0%
5902 Sheriff Federal Forfeited Expenses	-	-	-	-	-	0.0%
5903 Sheriff Seized Expenses	-	661	-	-	-	0.0%
5904 Sheriff Federal Justice Forfeited Expenses	-	42,167	-	-	-	0.0%
Subtotal	637,820	887,074	598,900	598,900	676,700	13.0%
Capital Outlay:						
7003 Radio & communication	63,560	-	29,000	29,000	29,000	0.0%
7006 Edward Byrne Grant	55,266	-	-	-	-	0.0%
8000 Patrol Vehicles	-	-	-	-	-	0.0%
8002 Rent/lease	-	-	-	-	-	0.0%
Subtotal	118,826	-	29,000	29,000	29,000	0.0%
Total Sheriff - Law Enforcement	2,483,703	2,792,135	2,686,342	2,814,795	2,981,639	5.9%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Litter Control (31030)							
5401	Office Supplies	-	-	-	-	-	0.0%
5408	Vehicle Cost and Supplies	-	-	-	-	-	0.0%
5413	Trash pickup supplies	-	-	-	-	-	0.0%
5414	Litter grant with match	-	-	-	-	-	0.0%
5415	Litter grant	-	-	-	-	-	0.0%
5416	Pickup Recycle Expense	-	-	-	-	-	0.0%
Total Litter Control		-	-	-	-	-	0.0%
Dare Program (91000)							
5060	Contribution	1,750	382	3,000	3,000	3,000	0.0%
9999	Other - Audit Adjustments	132	-	-	-	-	0.0%
Subtotal		1,882	382	3,000	3,000	3,000	0.0%
Total Dare Program		1,882	382	3,000	3,000	3,000	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Volunteer Fire Department (32020)							
Contractual Services:							
3009	Purchase of services	-	-	-	-	-	0.0%
Other Charges:							
5604	Contributions to fire departments						
	- Lebanon	26,600	26,600	26,600	40,000	40,000	0.0%
	- Cleveland	26,600	26,600	26,600	40,000	40,000	0.0%
	- Dante	26,600	26,600	26,600	40,000	40,000	0.0%
	- Honaker	26,600	26,600	26,600	40,000	40,000	0.0%
	- St. Paul	3,700	3,700	3,700	5,550	5,550	0.0%
	- Belfast/Rosedale	26,600	26,600	26,600	40,000	40,000	0.0%
	- Copper Creek/Moccasin * 1.5	39,900	39,900	39,900	59,850	59,850	0.0%
	- Castlewood	26,600	26,600	26,600	40,000	40,000	0.0%
	Subtotal	203,200	203,200	203,200	305,400	305,400	0.0%
Capital Outlay:							
8002	Annual Lease Payment	3,900	3,900	3,900	3,900	3,900	0.0%
9000	Fire Program Grant	90,786	96,219	96,000	96,000	96,000	0.0%
	Subtotal	94,686	100,119	99,900	99,900	99,900	0.0%
Total Volunteer Fire Department		297,886	303,319	303,100	405,300	405,300	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Rescue Squads / 911 Calls (32030)							
Other Charges:							
5413	Other expenses	-	-	-	-	-	0.0%
5604	Contributions to Rescue Squads						0.0%
	- New Garden	31,374	31,375	31,375	47,063	47,063	0.0%
	- Lebanon	31,374	31,375	31,375	47,063	47,063	0.0%
	- Cleveland	32,874	32,875	32,875	47,063	47,063	0.0%
	- Castlewood	31,374	31,375	31,375	47,063	47,063	0.0%
	- Dante	32,874	32,875	32,875	47,063	47,063	0.0%
5606	Four for Life	30,606	37,396	30,000	30,000	30,000	0.0%
5607	911 Calls	-	-	-	-	-	0.0%
5608	EMS Council	-	-	-	-	-	0.0%
	Subtotal	190,476	197,271	189,875	265,315	265,315	0.0%
Total Rescue Squad/911 Calls		190,476	197,271	189,875	265,315	265,315	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Forestry Service (32040)							
Other Charges:							
5605	Contribution to Forest Fire Ext.	12,239	-	12,239	12,240	12,240	0.0%
	Subtotal	12,239	-	12,239	12,240	12,240	0.0%
Total Forestry Service		12,239	-	12,239	12,240	12,240	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Sheriff - Regional Jail (33010)							
Contractual Services:							
3009	Purchase of services	1,846,766	1,845,835	1,845,835	1,750,873	1,736,018	-0.8%
	Subtotal	1,846,766	1,845,835	1,845,835	1,750,873	1,736,018	-0.8%
Other Charges							
5413	Other expenses - Jail Grant						
	Subtotal	-	-	-	-	-	0.0%
Debt service							
1006	Debt appropriation	573,955	478,550	478,550	372,307	374,468	0.6%
Total Sheriff - Regional Jail		2,420,721	2,324,385	2,324,385	2,123,180	2,110,486	-0.6%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Building Inspector (34010)						
Personnel Services						
1001 Salaries & wages	85,423	89,694	94,179	100,771	103,794	3.0%
2001 FICA	6,215	6,557	7,205	7,709	7,940	3.0%
2002 VRS	11,138	11,804	14,183	15,176	15,631	3.0%
2005 Health care	4,600	6,148	12,245	12,245	14,800	20.9%
2006 Group life insurance	460	484	387	387	387	0.0%
2007 Health insurance credit	219	233	229	229	229	0.0%
2008 Dental Insurance	591	636	591	591	591	0.0%
2010 Vision Insurance	44	44	44	44	44	0.0%
2011 Workmen's compensation	-	-	-	-	-	0.0%
Subtotal	108,690	115,600	129,063	137,152	143,417	4.6%
Other Charges:						
5201 Postal services	125	68	200	200	200	0.0%
5203 Telecommunications	1,696	1,838	1,900	1,900	1,900	0.0%
5401 Office supplies	7,084	3,599	2,700	2,700	2,700	0.0%
5408 Vehicle/Equipment Supplies	1,889	1,427	800	800	800	0.0%
5411 Books & subscriptions	-	-	100	100	100	0.0%
5413 Program Service Fee	-	-	3,995	3,995	3,995	0.0%
5504 Travel (conferences and education)	-	-	-	-	-	0.0%
5801 Dues & Association Memberships	-	-	75	75	75	0.0%
Subtotal	10,794	6,932	9,770	9,770	9,770	0.0%
Total Building Inspector	119,484	122,532	138,833	146,922	153,187	4.3%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Sheriff - Enhanced 911 (32050)						
Personnel Services						
1001 Salaries & wages	215,837	193,226	202,887	375,000	386,250	3.0%
1003 Part-time wages	16,959	-	-	35,000	35,000	0.0%
2001 FICA	16,853	14,030	15,521	36,000	37,075	3.0%
2002 VRS	25,140	21,881	30,555	56,475	58,169	3.0%
2005 Health care	22,785	30,464	46,264	46,264	46,264	0.0%
2006 Group life insurance	1,161	1,013	1,937	1,937	1,937	0.0%
2007 Health insurance credit	-	-	-	-	-	0.0%
2008 Dental Insurance	1,652	1,819	1,868	1,868	2,200	17.8%
2010 Vision Insurance	117	126	178	178	195	9.6%
2210 VRS Hybrid Plan	2,968	2,805	3,563	14,785	15,600	5.5%
2011 Workmen's compensation	187	177	219	660	680	3.0%
Subtotal	303,659	265,541	302,992	568,167	583,370	2.7%
Contractual Services:						
3002 Professional services (MSAG)	288	1,951	8,500	8,500	8,500	0.0%
3005 Maintenance service contracts	62,416	122,942	35,000	35,000	42,000	20.0%
Subtotal	62,704	124,893	43,500	43,500	50,500	16.1%
Other Charges:						
5101 Electrical services	-	-	-	-	-	0.0%
5203 Telecommunications	22,482	17,580	22,000	22,000	22,000	0.0%
5401 Office supplies	3,840	3,740	2,000	2,000	2,000	0.0%
5408 Vehicle equipment supplies	-	166	400	400	400	0.0%
5413 Other expenses (install signage)	2,450	1,182	7,500	7,500	7,500	0.0%
7006 Grant Funds	-	-	-	30,000	-	0.0%
7007 E911 Center Insurance Claim	-	-	-	-	-	0.0%
Subtotal	28,772	22,668	31,900	61,900	31,900	-48.5%
Capital Outlay:						
7002 Furniture/Fixtures	532	522	-	-	-	0.0%
Subtotal	532	523	-	-	-	0.0%
Total Enhanced 911	395,667	413,625	378,392	673,567	665,770	-1.2%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Medical Examiner (35030)							
Contractual Services:							
3001	Professional health services	560	-	400	400	400	0.0%
Total Medical Examiner		560	-	400	400	400	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Emergency Management (35050)							
Personnel Services							
1001	Salaries & wages	39,825	56,151	58,959	63,086	64,978	3.0%
1003	Part-time wages	2,448	324	15,000	15,000	15,450	3.0%
2001	FICA	3,166	4,202	5,658	5,974	6,153	3.0%
2002	VRS	3,385	7,109	8,879	9,501	9,786	3.0%
2005	Health care	2,300	6,148	6,200	6,200	6,200	0.0%
2006	Group life insurance	139	292	300	300	300	0.0%
2007	Health insurance credit	67	140	140	140	140	0.0%
2008	Dental Insurance	157	329	330	330	330	0.0%
2010	Vision Insurance	18	36	36	36	36	0.0%
2011	Workmen's Compensation	-	-	-	-	-	0.0%
	Subtotal	51,505	74,731	95,502	100,566	103,373	2.8%
Contractual Services:							
3005	Maintenance service contracts	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
Other Charges:							
5201	Postal services	-	113	150	150	150	0.0%
5203	Telecommunications	1,660	2,158	2,200	2,200	2,200	0.0%
5401	Office supplies	3,530	1,752	1,500	1,500	1,500	0.0%
5408	Vehicle repairs supplies	478	181	1,500	1,500	1,500	0.0%
5413	Other expenses	1,689	1,912	2,000	2,000	2,000	0.0%
5501	Travel (mileage)	-	-	-	-	-	0.0%
5504	Travel (conferences and education)	118	-	-	-	-	0.0%
5801	Dues & Association Memberships	-	-	-	-	-	0.0%
5906	Emergency Operations Ctr (Grant)	18,757	2,500	10,000	10,000	10,000	0.0%
5909	LEMP (Grant)	783	9,083	7,500	7,500	7,500	0.0%
7000	Emergency supplies	7,139	40	2,500	2,500	2,500	0.0%
9999	Grants	-	-	-	-	-	0.0%
	Subtotal	34,154	17,739	27,350	27,350	27,350	0.0%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
7006	Grant Funds	8,735	-	5,000	5,000	5,000	0.0%
	Subtotal	8,735	-	5,000	5,000	5,000	0.0%
	Total Emergency Management	94,394	92,470	127,852	132,916	135,723	2.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Solid Waste, Landfill, & Transfer Station (42400)						
Personnel Services						
1003 Salaries & wages Part Time	199,144	473,199	526,800	598,300	616,249	3.0%
2001 FICA	14,547	34,433	40,300	45,770	47,143	3.0%
2002 VRS	3,456	9,309	9,961	10,658	10,978	3.0%
2005 Health care	16,671	54,549	55,000	55,000	55,000	0.0%
2006 Group life insurance	482	1,144	1,200	1,200	1,200	0.0%
2007 Health insurance credit	232	551	580	580	580	0.0%
2008 Dental Insurance	610	1,384	1,385	1,385	1,385	0.0%
2010 Vision Insurance	58	161	161	161	161	0.0%
2210 VRS Hybrid Plan	8,822	18,583	18,600	18,600	18,600	0.0%
2500 Disability Program	-	1,194	-	1,500	1,500	0.0%
Subtotal	244,022	594,507	653,987	733,154	752,796	2.7%
Contractual Services:						
3003 Recycling center	-	-	30,000	30,000	30,000	0.0%
3004 Repair & maintenance services	5,579	23,992	15,000	15,000	15,000	0.0%
3005 Maintenance service contracts	2,203	-	-	-	-	0.0%
3008 Uniform rental	-	-	-	-	-	0.0%
3009 Purchase of services	-	-	26,000	26,000	26,000	0.0%
Subtotal	7,782	23,992	71,000	71,000	71,000	0.0%
Other Charges:						
5203 Telecommunications	1,160	1,285	2,500	2,500	2,500	0.0%
5401 Office supplies	1,804	1,698	3,000	3,000	3,000	0.0%
5407 Repair & maintenance supplies	12,169	30,718	15,000	15,000	15,000	0.0%
5408 Vehicle repair & Fuel Supplies	197,062	565,100	195,000	195,000	195,000	0.0%
5413 Gravel & Supplies for SW Sites	25,650	3,931	5,000	5,000	5,000	0.0%
5414 Litter Grant - Supplies	9,022	16,562	9,000	9,000	11,000	22.2%
5504 Travel (conferences and education)	-	-	-	-	-	0.0%
5801 Dues & Association Memberships	-	-	-	-	-	0.0%
Subtotal	246,867	619,294	229,500	229,500	231,500	0.9%
Capital Outlay:						
7002 Furniture/Fixtures	-	-	-	-	-	0.0%
8002 Rent/Lease	-	-	5,000	5,000	5,000	0.0%
Subtotal	-	-	5,000	5,000	5,000	0.0%
Total Solid Waste, Landfill, & Transfer Station Services	498,671	1,237,793	959,487	1,038,654	1,060,296	2.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Transfer Station Contract Services (42010)							
Contractual Services:							
3002	Professional services - CPWMA	935,248	915,450	1,058,761	1,346,560	1,425,560	5.9%
3090	Professional services - Engrs, Permits, Insp.	149,934	135,000	125,000	125,000	125,000	0.0%
3140	Stormwater - Leachate	-	-	-	35,000	35,000	0.0%
8002	Rent/Lease	14,000	14,000	14,000	14,000	14,000	0.0%
	Subtotal	1,099,182	1,064,450	1,197,761	1,520,560	1,599,560	5.2%
Total Transfer Station Contract		1,099,182	1,064,450	1,197,761	1,520,560	1,599,560	5.2%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Animal Control & Sheltering Services (35010)						
Personnel Services						
1001 Salaries & wages	13,530	26,376	27,695	29,633	30,522	3.0%
2001 FICA	1,035	2,016	2,119	2,267	2,335	3.0%
2002 VRS	-	-	4,171	4,463	4,597	3.0%
2005 Health care	-	-	3,800	3,800	3,800	0.0%
2006 Group life insurance	-	11	65	65	65	0.0%
2007 Health insurance credit	-	5	44	44	44	0.0%
2008 Dental Insurance	-	55	132	132	132	0.0%
2010 Vision Insurance	-	6	126	126	126	0.0%
2210 VRS Hybrid	-	274	274	274	274	0.0%
2500 Hybrid VLDP	-	17	17	17	17	0.0%
Subtotal	14,565	28,760	38,442	40,821	41,912	2.7%
Contractual Services:						
3002 Professional services	16	-	-	-	-	0.0%
Other Charges:						
5203 Telecommunications - Radio Maintenance	2,769	168	2,750	2,750	2,750	0.0%
5401 Office Supplies	2,300	2,764	2,500	2,500	2,500	0.0%
5402 Food supplies	305	8,145	1,000	1,000	1,000	0.0%
5404 Medical supplies	59,636	62,238	50,000	65,000	65,000	0.0%
5405 Janitorial supplies	3,593	2,585	3,500	3,500	3,500	0.0%
5408 Vehicle equipment supplies	1,829	3,627	5,000	5,000	5,000	0.0%
5410 Uniforms	-	-	-	-	-	0.0%
5501 Travel (mileage)	-	-	-	-	-	0.0%
5504 Travel (conferences and education)	-	-	-	-	-	0.0%
5802 Livestock claims	-	-	-	-	-	0.0%
5804 Rabies clinics	-	223	500	500	500	0.0%
7000 Supplies	-	-	-	-	-	0.0%
Subtotal	70,432	79,750	65,250	80,250	80,250	0.0%
Capital Outlay:						
7002 Furniture/Fixtures	703	-	500	500	500	0.0%
Subtotal	703	-	500	500	500	0.0%
Total Animal Control & Sheltering Services	85,716	108,510	104,192	121,571	122,662	0.9%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
General Properties (43020)							
Personnel Services							
1001	Salaries & wages	197,035	253,678	266,362	285,007	293,557	3.0%
2001	FICA	14,420	18,640	20,377	21,803	22,457	3.0%
2002	VRS	9,758	12,121	15,500	16,580	16,580	0.0%
2005	Health care	11,500	18,444	18,500	18,500	18,500	0.0%
2006	Group life insurance	905	1,092	1,092	1,092	1,092	0.0%
2007	Health insurance credit	431	526	516	516	516	0.0%
2008	Dental Insurance	1,535	1,951	2,000	2,000	2,000	0.0%
2010	Vision Insurance	156	197	200	200	200	0.0%
2210	VRS Hybrid Plan	12,168	14,484	15,500	15,500	15,500	0.0%
2500	Virginia Local Disability Program	766	914	611	611	611	0.0%
	Subtotal	248,674	322,047	340,658	361,809	371,014	2.5%
Contractual Services:							
3002	Professional services	216	-	-	-	-	
3004	Repair & maintenance services	33,531	25,491	63,000	63,000	63,000	0.0%
3008	Laundry/Aratex rental	43,271	29,218	30,000	30,000	30,000	0.0%
3009	Purchase of services	1,315	2,155	25,000	25,000	25,000	0.0%
	Subtotal	78,333	56,864	118,000	118,000	118,000	0.0%
Other Charges:							
5101	Electricity (all buildings)	219,718	236,950	255,000	265,000	298,600	12.7%
5102	Heating	24,058	19,719	18,000	18,000	18,000	0.0%
5103	Water/Sewer	57,668	51,920	72,000	72,000	77,200	7.2%
5203	Telecommunications	65	-	500	500	500	0.0%
5208	Insurance recoveries (liability)	-	-	-	-	-	0.0%
5301	Boiler insurance	-	-	2,142	2,142	2,142	0.0%
5303	Flood insurance	2,129	5,146	2,200	2,200	2,200	0.0%
5305	Motor vehicle insurance	49,082	46,238	55,370	55,370	51,292	-7.4%
5308	General liability insurance	53,832	51,659	75,900	75,900	82,250	8.4%
5405	Janitorial supplies	9,457	8,717	20,000	20,000	20,000	0.0%
5407	Repair/maintenance supplies	32,128	34,972	32,000	32,000	35,000	9.4%
5408	Vehicle repair supplies	44,534	51,478	25,000	25,000	25,000	0.0%
5413	Miscellaneous	3,545	286	-	-	-	0.0%
5504	Travel (conferences & education)	1,829	-	-	-	-	0.0%
	Subtotal	498,045	507,085	558,112	568,112	612,184	7.8%
Capital Outlay:							
7002	Furniture/Fixtures	-	-	-	-	-	0.0%
8002	Rent/lease	546	2,387	1,600	1,600	1,600	0.0%
	Subtotal	546	2,387	1,600	1,600	1,600	0.0%
	Total General Properties	825,598	888,383	1,018,370	1,049,521	1,102,798	5.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Local Health Department (51020)							
Other Charges:							
5601	Local contribution to Health Department	340,000	369,395	369,395	369,395	369,395	0.0%
Total Local Health Department		340,000	369,395	369,395	369,395	369,395	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Cumberland Mountain Community Services Board (52050)							
Other Charges:							
5602	County contribution	39,996	39,996	40,000	40,000	40,000	0.0%
9999	Other - Audit Adjustments - Grant Match	-	-	-	-	-	0.0%
Subtotal		39,996	39,996	40,000	40,000	40,000	0.0%
Total Cumberland Mountain CSB		39,996	39,996	40,000	40,000	40,000	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Social Services (53010)							
5605	Local contribution to Social Services	525,000	556,000	589,918	616,649	637,293	3.3%
5609	Local contribution to CSA Administration	64,918	-	2,520	2,520	2,520	0.0%
5610	Local contribution to CSA Purchase of Service	263,137	265,657	263,137	263,137	381,000	44.8%
6001	Pauper Funerals	-	-	-	-	-	0.0%
Total Department of Social Services		853,055	821,657	855,575	882,306	1,020,813	15.7%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Appalachian Agency for Senior Citizens (53050)							
Other Charges:							
5203	Telecommunications	2,194	3,009	2,500	2,500	2,500	0.0%
5408	Local Match - AASC/Public Transit.	-	5,000	5,000	5,000	5,000	0.0%
5413	Other expenses - Four County Transit	46,200	46,200	46,200	46,200	46,200	0.0%
5604	Appropriation - Local clubs/Memberships	32,275	32,275	32,275	32,275	32,275	0.0%
Total App. Agency for Senior Citizens		80,669	86,484	85,975	85,975	85,975	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
County School Board Contributions (94020)						
Other Charges:						
6000-01 Other - Contribution - Operations	8,024,781	8,024,781	8,024,781	8,024,781	9,034,172	12.6%
6000-02 Other - Contribution - Debt Service	1,076,536	1,076,536	1,076,536	1,076,536	899,529	-16.4%
6001 Contributions to Employee Insurance	-	-	-	-	-	
Total Contributions to School Board	9,101,317	9,101,317	9,101,317	9,101,317	9,933,701	9.1%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
SVCC Contribution (64010)							
1003	RACE Program Salary	-	4,125	4,331	4,634	4,773	3.0%
2001	FICA	-	261	331	355	365	3.0%
5607	Appropriation	94,348	89,690	91,949	91,949	91,949	0.0%
5608	RACE Educational Program	275,297	141,252	141,252	141,252	141,252	0.0%
Total SVCC		369,645	235,328	233,201	238,190	238,340	0.1%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Recreation Parks (71040)							
Other Charges:							
5101	Electrical	36,903	39,676	50,000	50,000	50,000	0.0%
5103	Water & Sewer	7,131	7,360	2,000	2,000	2,000	0.0%
5407	Repair/maintenance supplies	2,559	3,523	7,500	7,500	7,500	0.0%
5600	Finney Community Center	515	341	1,500	1,500	1,500	0.0%
5601	Lebanon Park	2,504	2,385	4,000	4,000	4,000	0.0%
5602	Honaker Park	2,826	8,510	4,000	4,000	4,000	0.0%
5603	Castlewood Park	8,375	105	4,000	4,000	4,000	0.0%
5604	Dante Park	4,233	427	4,000	4,000	4,000	0.0%
5605	Cleveland Park	3,320	3,079	4,000	4,000	4,000	0.0%
5606	Drill Community Center	584	1,158	1,500	1,500	1,500	0.0%
5607	Oak Grove Community Center	16,759	1,131	1,500	1,500	1,500	0.0%
5608	Castlewood Community Center	-	219	1,500	1,500	1,500	0.0%
5609	Dante Community Center	1,870	4,086	1,500	1,500	1,500	0.0%
5610	Swordscreek Community Center	-	-	-	1,500	1,500	0.0%
5611	Elk Garden Community Center	-	-	1,500	1,500	1,500	0.0%
Subtotal		87,579	72,000	88,500	90,000	90,000	0.0%
Total Recreation Park Centers		87,579	72,000	88,500	90,000	90,000	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Conference Center (72010)						
1001 Salaries & wages	28,555	29,983	31,482	33,686	34,696	3.0%
2001 FICA	1,902	2,006	2,408	2,577	2,654	3.0%
2002 VRS	3,723	3,946	4,741	5,073	5,225	3.0%
2005 Health care	4,600	6,148	4,600	4,600	4,600	0.0%
2006 Group life insurance	154	162	148	148	148	0.0%
2007 Health insurance credit	73	78	60	60	60	0.0%
2008 Dental Insurance	314	329	314	314	314	0.0%
2010 Vision Insurance	36	36	36	36	36	0.0%
Subtotal	39,357	42,688	43,790	46,494	47,734	2.7%
3001 Contractual Services	-	413	2,000	2,000	2,000	0.0%
3004 Repair & maintenance services	453	338	500	500	500	0.0%
3007 Advertising	571	-	1,000	1,000	1,000	0.0%
3008 Laundry/Aratex rental	1,844	3,999	3,000	3,000	3,000	0.0%
3009 Purchase of services	1,463	825	2,000	2,000	2,000	0.0%
Subtotal	4,331	5,575	8,500	8,500	8,500	0.0%
Other Charges:						
5101 Electricity	-	-	-	-	-	0.0%
5102 Heating	-	-	-	-	-	0.0%
5103 Water/Sewer	-	-	-	-	-	0.0%
5203 Telecommunications	1,353	749	1,000	1,000	1,000	0.0%
5405 Janitorial supplies	1,111	1,130	500	500	500	0.0%
5407 Repair/maintenance supplies	537	2,728	2,500	2,500	2,500	0.0%
5413 Miscellaneous	-	-	-	-	-	0.0%
5504 Travel (conferences & education)	-	-	-	-	-	0.0%
Subtotal	3,001	4,607	4,000	4,000	4,000	0.0%
7002 Furniture/Fixtures	1,619	-	-	-	-	0.0%
Total Conference Center	48,308	52,870	56,290	58,994	60,234	2.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Cultural - Old Courthouse (72020)							
Personnel Services							
1001	Salaries & wages	5,994	8,892	9,337	9,990	10,290	3.0%
2001	FICA	459	680	714	764	787	3.0%
	Subtotal	6,453	9,572	10,051	10,754	11,077	3.0%
Contractual Services:							
3002	Professional services (caretaker)	-	-	900	900	900	0.0%
Other Charges:							
5203	Telecommunications	887	970	570	570	570	0.0%
5407	Repair & maintenance supplies	2,203	506	3,500	3,500	3,500	0.0%
	Subtotal	3,090	1,476	4,070	4,070	4,070	0.0%
Total Cultural - Old Courthouse		9,543	11,048	15,021	15,724	16,047	2.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Library (73010)						
Personnel Services						
1001 Salaries & Wages	137,446	145,843	153,135	163,855	168,770	3.0%
1003 Salaries & wages - part-time	63,641	74,555	78,283	83,763	86,275	3.0%
2001 FICA	14,523	15,837	17,703	18,943	19,511	3.0%
2002 VRS	12,141	12,867	15,662	17,277	18,017	4.3%
2005 Health care	20,537	31,625	31,625	31,625	31,625	0.0%
2006 Group life insurance	734	788	800	800	800	0.0%
2007 Health insurance credit	349	379	349	349	349	0.0%
2008 Dental Insurance	1,428	1,662	1,165	1,165	1,165	0.0%
2010 Vision Insurance	148	156	156	156	156	0.0%
2210 VRS Hybrid Plan	5,636	6,325	6,325	6,325	6,325	0.0%
2500 Local Disability Plan	355	399	399	399	399	0.0%
Subtotal	256,938	290,436	305,603	324,655	333,392	2.7%
Contractual Services						
3002 Professional Services	13,552	19,479	17,425	17,425	17,425	0.0%
Other Charges						
5201 Postal services	267	226	300	300	300	0.0%
5203 Telecommunications	6,130	6,080	6,000	6,000	6,000	0.0%
5401 Office Supplies	6,724	4,996	6,500	6,500	6,500	0.0%
5407 Supplies	137	-	200	200	200	0.0%
5411 Books and subscriptions	40,314	39,056	33,000	33,000	33,000	0.0%
5413 Miscellaneous	2,797	4,791	1,500	1,500	1,500	0.0%
5414 Other grants	33,397	12,269	5,500	5,500	5,500	0.0%
5500 Professional Development	670	-	-	-	-	0.0%
5501 Travel (mileage)	-	-	-	-	-	0.0%
5504 Travel (Conferences & education)	-	-	-	-	-	0.0%
5413 Library Donations - Miscellaneous	-	2,407	1,500	1,500	1,500	0.0%
7004 Library Donations - Town of Lebanon & Honaker	-	2,079	11,500	11,500	11,500	0.0%
Subtotal	103,988	91,383	83,425	83,425	83,425	0.0%
Total Library	360,926	381,819	389,028	408,080	416,817	2.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Planning Commission (81010)							
Contractual Services:							
3002	Board Member Stipends	15,700	11,600	17,000	17,000	13,000	-23.5%
	Subtotal	15,700	11,600	17,000	17,000	13,000	-23.5%
Other Charges:							
5401	Office supplies	-	-	-	-	-	0.0%
5413	Other expenses	-	-	-	-	-	0.0%
5503	Travel (subsistence & lodging)	-	-	-	-	-	0.0%
	Subtotal	-	-	-	-	-	0.0%
Total Planning Commission		15,700	11,600	17,000	17,000	13,000	-23.5%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Industrial Development Authority (81050)							
Other Charges:							
5610	Chamber of Commerce	7,500	7,500	7,500	7,500	7,500	0.0%
9999	Other - Audit Adjustments	-	-	-	-	-	0.0%
Subtotal		7,500	7,500	7,500	7,500	7,500	0.0%
Total Industrial Development Authority		7,500	7,500	7,500	7,500	7,500	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
PSA Contributions (RC PSA & CWSA)						
Contributions to operations -						
RC - PSA	-	-	-	-	-	0.0%
Dante Sewer	112,262	45,596	130,000	130,000	130,000	0.0%
Total PSA Contributions	112,262	45,596	130,000	130,000	130,000	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Cumberland Plateau PDC (81060)							
Other Charges							
6002	Appropriation CP-PDC	35,000	35,000	35,000	35,000	35,000	0.0%
Total Cumberland Plateau PDC		35,000	35,000	35,000	35,000	35,000	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Cumberland Plateau Reg Housing Auth (81090)							
Other Charges							
5608	Appropriation	-	-	1,800	1,800	1,800	0.0%
Total Cumberland Plateau RHA		-	-	1,800	1,800	1,800	0.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Highway Safety Commission (81080)							
Other Charges							
3002	Committee Stipends	4,600	4,650	4,650	4,650	-	-100.0%
Total Highway Safety Commission		4,600	4,650	4,650	4,650	-	-100.0%

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FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Contributions (91000)							
5000	Expenditure Refunds	-	-	-	-	-	0.0%
5084	RC Search & Rescue	2,000	2,000	2,000	2,000	2,000	0.0%
5085	SWCC Festival	500	500	500	500	500	0.0%
5086	Dolly Parton Imagination Library	-	-	500	500	500	0.0%
5088	Second Harvest aka Feeding America SW VA	2,500	5,000	2,500	2,500	2,500	0.0%
5091	Russell County Fair Association	7,500	7,500	7,500	7,500	7,500	0.0%
5096	Honaker Red Bud Festival	-	-	500	-	-	0.0%
5099	Town's Annual Fire Works Donation	-	-	2,000	2,000	2,000	0.0%
5102	Health Wagon	-	-	2,500	2,500	2,500	0.0%
5108	Russell County Diabetes	-	-	250	250	250	0.0%
8026	VFW - Contributions for Veterans' Funerals	-	923	2,500	2,500	2,500	0.0%
8027	Clinch River Valley Initiative	-	-	1,000	1,000	1,000	0.0%
8028	Clinch River Days Festival	500	1,500	500	500	500	0.0%
8030	Heart of Appalachia Tourism	2,500	5,000	2,500	2,500	2,500	0.0%
8031	SWVA EMS Council	-	2,000	1,000	1,000	1,000	0.0%
8032	Fallen Warrior Donation	-	5,000	-	-	-	0.0%
	Subtotal	15,500	29,423	26,250	25,750	25,750	0.0%
Total Contributions		15,500	29,423	26,250	25,750	25,750	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Tourism (81040)							
Personnel Services							
1001	Salaries & wages	-	-	-	37,740	38,872	3.0%
1003	Part-time wages	-	3,272	18,000	-	-	0.0%
2001	FICA	-	250	250	2,887	2,974	3.0%
2005	Health care	-	-	-	6,147	6,147	0.0%
2006	Group life insurance	-	-	-	-	-	0.0%
2007	Health insurance credit	-	-	-	17	17	0.0%
2008	Dental Insurance	-	-	-	329	329	0.0%
2010	Vision Insurance	-	-	-	36	36	0.0%
2210	VRS Hybrid Plan	-	-	-	6,325	6,515	3.0%
2500	Local Disability Plan	-	-	-	35	35	0.0%
2011	Workmen's compensation	-	-	-	32	32	0.0%
	Subtotal	-	3,522	18,250	53,548	54,957	2.6%
Contractual Services:							
3002	Professional services	-	-	-	-	-	-
3005	Maintenance service contracts	4,618	-	-	-	-	-
3006	Printing & binding	1,605	85	3,000	3,000	3,000	0.0%
3007	Advertising	13,958	4,356	3,000	3,000	3,000	0.0%
3008	Tourism Donations	-	500	500	500	500	0.0%
	Subtotal	20,181	4,941	6,000	6,500	6,500	0.0%
Total Tourism							
		20,181	8,463	24,250	60,048	61,457	2.3%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Clinch Valley Soil/Water Conservation (82030)							
Other Charges:							
5607	Appropriation	7,500	7,500	10,500	10,500	10,500	0.0%
5801	Dues & Association Memberships - Black Diamond	-	-	-	-	-	0.0%
	Subtotal	7,500	7,500	10,500	10,500	10,500	0.0%
Total Clinch Valley Soil/Water Conservation District		7,500	7,500	10,500	10,500	10,500	0.0%

DRAFT

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
VPI Extension Service (83050)							
Personnel Services							
1003	Wages - Part-time (Grant)	43,072	68,803	72,243	56,808	58,512	3.0%
2003	Fringe Benefits Paid - VPI	14,466	18,052	18,955	21,382	22,023	3.0%
	Subtotal	57,538	86,855	91,198	78,190	80,536	3.0%
Other Charges:							
5203	Telecommunications - Local/Long Distance/Internet	3,077	2,740	3,000	4,800	4,800	0.0%
5401	Office Supplies	-	-	-	-	-	0.0%
5504	Travel (Conferences & Education)	-	-	-	-	-	0.0%
	Subtotal	3,077	2,740	3,000	4,800	4,800	0.0%
Total VPI Extension Service Office		60,615	89,595	94,198	82,990	85,336	2.8%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

		Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Nondepartmental (99000)							
Nondepartmental							
1012	Line of Duty Act Premium	155,892	64,669	65,000	75,000	75,000	0.0%
1013	Workers' compensation	164,200	174,731	175,000	185,000	158,583	-14.3%
1014	Bank Fees	-	12,712	13,000	15,000	15,000	0.0%
5000	Expenditure refunds	319,290	157,497	-	-	-	0.0%
5200	CIFA Director Fees	-	35,000	15,000	-	-	0.0%
5203	Telecommunications Mobile	864	5,873	1,000	1,000	1,000	0.0%
5414	Retirement supplement	-	-	-	-	-	0.0%
5700	CWSA Recovery	-	-	-	-	-	0.0%
9912	DSS Retirement	-	-	-	-	-	0.0%
9913	Misc. Refund of Taxes and Interest	9,750	-	-	-	-	0.0%
9999	Appropriated Reserve	-	-	-	-	-	0.0%
Total Nondepartmental		649,996	450,482	269,000	276,000	249,583	-9.6%

DRAFT

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Capital Outlay and Fund Transfers						
Capital Outlay (94010)						
5413 Capital Equipment	-	-	-	-	-	0.0%
7054 Fairground Project	17,930	33,300	-	-	-	0.0%
7056 Maintenance Building	55,121	17,081	84,637	105,091	25,000	-76.2%
8004 Vehicle Replacement	-	-	-	-	-	0.0%
8020 Belfast Water Project Phase II DHCD	36,734	57,995	-	-	-	0.0%
8023 Landfill Projects	-	-	-	41,900	25,000	-40.3%
8024 Laurel Bed Lake Project - VECDA Grant	-	-	-	25,000	-	-100.0%
8025 Spearhead Trails - Ranger & Trail Maintenance	-	-	-	35,000	35,000	0.0%
8026 RC Recovery	-	17,775	-	-	-	0.0%
8027 Other Capital Projects	623,798	(3,734)	63,639	110,000	-	-100.0%
8029 Courthouse Project	539,698	3,641,111	-	265,000	-	0.0%
8030 Dante Depot Revitalization Project	2,781	-	-	-	-	0.0%
8031 Capital (Roofing)	15,662	34,968	-	-	-	0.0%
8032 Sun Disposal Site	-	102,188	-	-	-	0.0%
8033 Destination Center	-	56,811	-	-	-	0.0%
8034 Ary Lee Campground	-	79,243	-	-	-	0.0%
9000 Insurance Repairs	3,932	-	-	-	-	0.0%
Total Capital Outlay	1,296,125	4,036,738	148,276	581,991	85,000	-85.4%
Transfers to Other Funds (98600)						
1100 Sales Tax Transfer to Town of Lebanon	130,825	140,069	135,000	135,000	135,000	0.0%
1101 Sales Tax Transfer to Town of Honaker	59,321	63,290	65,000	65,000	65,000	0.0%
1102 Sales Tax Transfer to Town of Cleveland	8,426	9,147	10,000	10,000	10,000	0.0%
1103 Sales Tax Transfer to Town of St. Paul	7,401	7,873	8,000	8,000	8,000	0.0%
	205,973	220,379	218,000	218,000	218,000	0.0%
Total Capital Outlay & Fund Transfers	1,502,098	4,257,117	366,276	799,991	303,000	-62.1%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Debt Service (95010)						
County - Dante Sewer Pumps						
9120 Principal & Interest	-	-	-	-	-	0.0%
RC-IDA						
9125 Principal & Interest	470,351	469,456	471,310	471,310	471,310	0.0%
RC-PSA						
9130 Principal & Interest	342,990	510,133	510,133	510,133	510,133	0.0%
Total Debt Service	813,341	979,589	981,443	981,443	981,443	0.0%
Total General Fund	27,670,927	31,840,518	27,889,656	29,981,538	30,731,909	2.5%
Surplus (Deficit) in General Fund	944,704	718,250	0	(0)	(186,755)	

DRAFT

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

Special Revenue Funds:

	Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
Virginia Public Assistance Fund (FUND 201)	5,210,980	5,979,288	5,494,856	5,494,856	5,494,856	0.0%
SWVA ASAP Fund (FUND 202)	189,799	206,301	203,032	203,032	203,032	0.0%
Coal Road Fund (FUND 203)						
Expenditures:						
Maintenance of Highways, Streets, Bridges and Sidewalks	125,000	-	260,000	285,000	285,000	0.0%
Contribution to VCEDA	25,000	209,159	65,000	65,000	65,000	0.0%
Total Coal Road Fund	150,000	209,159	325,000	350,000	350,000	0.0%
Comprehensive Services Act Fund (FUND 204)	1,360,074	1,368,553	1,400,000	1,400,000	1,400,000	0.0%
Total Special Revenue Funds	6,910,853	7,763,301	7,422,888	7,447,888	7,447,888	0.0%

FY 2024/2025 BUDGETED EXPENDITURES

County of Russell
Budget Expenditures
FYE 6/30/2025

Enterprise Funds:

Russell County Canneries (83990)
Total Expenditures

Dante Sewer Fund:

Personnel Services:

1001 Salaries and Wages

Contractual Services:

3002 Dante Sewer Loan

Other Charges:

5101 Utilities

5405 Materials and supplies

5401 Office expenses

5407 Repairs & maintenance

Total Expenditures

Total Primary Government

Actual Expenditures FYE 6/30/21	Actual Expenditures FYE 6/30/22	Actual Expenditures FYE 6/30/23	Budgeted Expenditures FYE 6/30/24	Proposed Expenditures FYE 6/30/25	
43,448	35,006	25,000	25,000	25,000	0.0%
-	-	-	-	-	0.0%
49,572	49,572	49,572	49,572	49,572	0.0%
-	-	-	-	-	0.0%
-	-	-	-	-	0.0%
-	-	-	-	-	0.0%
93,020	84,578	74,572	74,572	74,572	0.0%
34,674,800	39,688,397	35,387,116	37,503,998	38,254,369	2.0%



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-1
Presenter: Chairperson

Meeting: 5/13/24 6:00 PM

Approval of Minutes

Request approval of the minutes from the following meeting:

- **Unapproved minutes of April 8, 2024**
- **Unapproved minutes of April 17, 2024**

STAFF RECOMMENDATION(s):

Board discretion

SUGGESTED MOTION(s):

Motion to approve Board Minutes.

ATTACHMENTS:

- Board Minutes

DRAFT

April 8, 2024

A regular monthly meeting of the Russell County Board of Supervisors was held on Monday, April 8, 2024 at 6:00 PM at the Russell County Government Center in Lebanon, Virginia.

CALL TO ORDER & ROLL CALL

The Clerk called the meeting to order.

Roll Call by the Clerk:

Present -

Andrew Hensley
Nate Kiser
Tara Dye
David Eaton
Lou Ann Wallace
Rebecca Dye
Steve Breeding

Lonzo Lester, Clerk
Rhonda Lester, Deputy Clerk
Terry Kilgore, County Attorney

Absent - None

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation performed by Caleb Johnson followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by Lou Ann Wallace, second Nate Kiser and duly approved by the Board of Supervisors to approve the agenda.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

PUBLIC HEARING

1. Russell County Park Ordinance
 - a. Public Hearing was opened by Chairman, Steve Breeding
 - b. Public Comments
 1. Sandy Hess, Swords Creek asked for clarification on Provisions 29 & 30
 - c. Public Hearing was closed by Chairman, Steve Breeding

PRESENTATIONS

1. Dr. Hooker – Russell County School Board (FY 2023/2024 School Board Budget)
2. Acacia Nunley – Isaiah 117 House Russell County VA
3. Matt Boyd – CPPDC (DHCD/RCPSA's Tiller Trailer Part Water Project)
 - a. Motion made by David Eaton, second Tara Dye and duly approved by the Board of Supervisors to approve 1) RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION, 2) Business and Employment Plan, 3) FAIR HOUSING CERTIFICATION, 4) NON-DISCRIMINATION POLICY, 5) County of Russell, Virginia Section 504 Grievance Procedure, 6) Interagency Agreement, 7) ADMINISTRATIVE AGREEMENT, and 8) Prior Authorization of Costs

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

4. American Red Cross – Sharon Dixon

NEW BUSINESS

1. Approval of Minutes:
 - a.) Motion made by David Eaton, second Tara Dye and duly approved by the Board of Supervisors to approve the March 2, 2024 and March 8, 2024 minutes with changes to March 8, 2024 minutes to add Lou Ann Wallace's abstention vote to the Citizen Advisory Committee.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

2. Approval of Expenditures:

Motion made by David Eaton, second Nate Kiser and duly approved by the Board of Supervisors to approve the expenditures presented for payment.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

3. Committee Appointments:

Committee and Board Appointment Applications are currently being accepted and reviewed by the Board.

CITIZENS' COMMENTS

The Chair opened the citizens' comment period.

1. The following citizens voiced their opposition to the proposed landfill at Moss III:

Jim Lyttle, Copper Ridge Road
Josh Burgess, Cleveland
Amy Branson, Castlewood
Dr. Jess Jones, Biologist - Virginia Tech
Oris Christian, Big Cedar Creek
Betty Dickenson, Castlewood
Tammy Garrett, Lebanon
Jarred Ring, Castlewood
Kim Fife, Cleveland
Jessica Albertavicz, Cleveland
RD Snead, Lebanon
Jackie Hackney, Cleveland
Jerry Hughes, Swords Creek
David Dingus, Gravel Lick
Jennifer Chumbley, Cleveland

CONSTITUTIONAL OFFICER REPORTS AND REQUESTS

None

COUNTY ATTORNEY REPORTS AND REQUESTS

None

COUNTY ADMINISTRATOR REPORTS AND REQUESTS

1. Reports

- a. Russell County By-Laws Update
- b. Russell County Road Reporting System
- c. VDOT Monthly Road System Report

2. Requests

- a. Russell County CY 2024 Tax Rate and Public Hearing Notice

Motion made by David Eaton, second Rebecca Dye and duly approved by the Board of Supervisors to approve Russell County CY 2024 Tax Rate and Public Hearing Notice.

The vote was:

Aye: Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: Andrew Hensley

Abstain: None

Absent: None

- b. Pure Salmon Project – VDOT Resolution

Motion made by David Eaton, second Nate Kiser to approve the Pure Salmon Project – VDOT Resolution.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: Rebecca Dye

Absent: None

- c. CPRWMA Solid Waste User Agreement

Motion made by Lou Ann Wallace, second David Eaton and duly approved by the Board of Supervisors to approve the CPRWMA Solid Waste User Agreement.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

- d. Russell County Park Ordinance

Motion made by Lou Ann Wallace, second David Eaton and duly approved by the Board of Supervisors to approve the Russell County Park Ordinance with corrections to Provision 30 to include events.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

e. 2024 March Primary Election Results

Motion made by Lou Ann Wallace, second Nate Kiser and duly approved by the Board of Supervisors to approve the 2024 March Primary Election Results.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

f. Russell County Electoral Board ICE Scanner Tabulator

Motion made by Rebecca Dye, second Lou Ann Wallace and duly approved by the Board of Supervisors to approve the Russell County Electoral Board ICE Scanner Tabulator \$8,020.00.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

g. Honaker Little League Fence Repairs

Motion made by David Eaton, second Lou Ann Wallace and duly approved by the Board of Supervisors to approve the Honaker Little League Fence Repairs.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

h. Russell County Kids Fishing Day Donation (3)

Motion made by David Eaton, second Rebecca Dye and duly approved by the Board of Supervisors to approve the Russell County Kids Fishing Day Donation (3) \$500.00

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

i. Russell County Planning Commission Plats

Motion made by Andrew Hensley second Nate Kiser and duly approved by the Board of Supervisors to approve the Russell County Planning Commission Plats.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

BOARD DISCUSSIONS AND REMINDERS

Andrew Hensley – encouraged anyone that was interested in serving on a board or committee to submit an application for review.

Nate Kiser - None

Tara Dye – Advised citizens to look at taxes and come to the Supervisors with concerns; thanked everyone that came out to support Isaiah House on 4/7/24; reminded everyone about fundraiser for Henson at Lebanon Wendy's on 4/11/24 at 5:00 PM.

David Eaton - Thanked everyone that came out to support the kickoff for the Isaiah House on 4/7/24 and commented on its success; asked everyone to work together on the county's issues without threats and violence; reminded the board of the importance of thinking vigilantly about the things that can and cannot be cut at the upcoming budget workshops.

Lou Ann Wallace - None

Rebecca Dye – apologized for her vote to remove three members from the Planning Commission last month based on misinformation;

Motion to reinstate Charlie Edmonds and Jack Compton to the Planning Commission made by Rebecca Dye, second Lou Ann Wallace.

The vote was:

Aye: Rebecca Dye, Lou Ann Wallace, and Steve Breeding

Nay: Andrew Hensley, Tara Dye, David Eaton, and Nate Kiser

Abstain: None

Absent: None

Motion Fails

ADJOURNMENT

Motion made by Nate Kiser, second David Eaton and duly approved by the Board of Supervisors to adjourn to reconvene for budget workshop on April 17, 2024 at 6:00 PM.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Abstain: None

Absent: None

Clerk of the Board

Chairperson

April 17, 2024

A reconvened meeting of the Russell County Board of Supervisors was held on Wednesday, April 17, 2024 at 6:00 PM at the Russell County Government Center in Lebanon, Virginia.

CALL TO ORDER & ROLL CALL

The Clerk called the meeting to order.

Roll Call by the Clerk:

Present -

Andrew Hensley
Tara Dye
David Eaton
Steve Breeding
Rebecca Dye
Lou Ann Wallace
Nate Kiser

Lono Lester, Clerk
Rhonda Lester, Deputy Clerk

Absent - None

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation performed by Steve Breeding, followed by the Pledge of Allegiance to the Flag.

APPROVAL OF THE AGENDA

Motion made by David Eaton, second Andrew Hensley and duly approved by the Board of Supervisors to approve the agenda as presented:

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

NEW BUSINESS

1. Lonzo Lester – County Administrator presented to the meeting FY 2024/2025 County-Wide Budget Workshop

BOARD DISCUSSION & REMINDERS

1. Andrew Hensley
2. Nate Kiser
3. Tara Dye – Have Treasurer and Commissioner of Revenue at future workshops.
4. David Eaton – Possibly look at Abandonment Building (Special Assessment Tax)
5. Rebecca Dye
6. Lou Ann Wallace
7. Steve Breeding

Motion made by David Eaton, second Lou Ann Wallace and duly approved by the Board of Supervisors to schedule the next board meeting for Monday May 13, 2024 at 6:00 PM.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

ADJOURNMENT

Motion made by David Eaton, second Tara Dye and duly approved by the Board of Supervisors to adjourn.

The vote was:

Aye: Andrew Hensley, Tara Dye, David Eaton, Steve Breeding, Rebecca Dye, Lou Ann Wallace, and Nate Kiser

Nay: None

Absent: None

Clerk of the Board

Chairperson



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item B-2
Presenter: Chairperson

Meeting: 5/13/24 6:00 PM

Approval of Expenditures

Request approval of the County's March 2024 Monthly Expenditures:

STAFF RECOMMENDATION(s):

County's April 2024 Monthly Expenditures are in compliance with budget and operational services.

SUGGESTED MOTION(s):

Motion to approve County's April 2024 Monthly Expenditures.

ATTACHMENTS:

- April 2024 Monthly Expenditures

DUE DATE	INV. DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
5/13/2024	4/17/2024	002615 A&A ENTERPRISES	80167		465.00	465.00	4100-031020-5410-	-
5/13/2024	4/17/2024	002615 A&A ENTERPRISES	80168		139.35	139.35	4100-031020-5410-	-
5/13/2024	4/17/2024	002615 A&A ENTERPRISES	80176		7,828.00	7,828.00	4100-031020-5410-	-
					8,432.35	8,432.35 *		-
5/13/2024	5/06/2024	003845 ALSCO	LROA1124627		327.72	327.72	4100-072010-3008-	-
					327.72	327.72 *		-
5/13/2024	3/26/2024	004982 AMAZON CAPITAL	03-26 04-13 24	10	128.80	128.80	4100-073010-5401-	-
5/13/2024	3/26/2024	004982 AMAZON CAPITAL	03-26 04-13 24	10	443.68	443.68	4100-073010-5411-	-
					572.48	572.48 *		-
5/13/2024	3/01/2024	005141 ASCENTEC HOLDIN	2528		514.50	514.50	4100-022010-5415-	-
5/13/2024	4/01/2024	005141 ASCENTEC HOLDIN	2733		528.00	528.00	4100-022010-5415-	-
					1,042.50	1,042.50 *		-
5/13/2024	5/02/2024	004466 BAILEY ENGINEER	24117		602.00	602.00	4100-042010-3140-	-
					602.00	602.00 *		-
5/13/2024	3/20/2024	000007 BAKER & TAYLOR	03-20 04-03 24	10	262.28	262.28	4100-073010-5411-	-
					262.28	262.28 *		-
5/13/2024	3/13/2024	004494 BENTLEY DISTRIB	413345		33.10	33.10	4100-012010-5401-	-
5/13/2024	3/13/2024	004494 BENTLEY DISTRIB	413345		33.10	33.10	4100-012090-5401-	-
5/13/2024	3/13/2024	004494 BENTLEY DISTRIB	413345		33.10	33.10	4100-035050-5401-	-
5/13/2024	3/13/2024	004494 BENTLEY DISTRIB	413345		33.10	33.10	4100-034010-5401-	-
5/13/2024	3/13/2024	004494 BENTLEY DISTRIB	413345		33.10	33.10	4100-012130-5401-	-
					165.50	165.50 *		-
5/13/2024	4/17/2024	000101 BRISTOL HERALD	RENEW 24		360.59	360.59	4100-012010-5411-	-
					360.59	360.59 *		-
5/13/2024	4/22/2024	000669 BURSARS OFFICE	202403		15,391.74	15,391.74	4100-083050-1003-	-
5/13/2024	4/22/2024	000669 BURSARS OFFICE	202403		5,045.41	5,045.41	4100-083050-2003-	-
					20,437.15	20,437.15 *		-
5/13/2024	9/26/2023	005224 BUSH SYLVIA	171224		100.00	100.00	4100-081040-3007-	-
					100.00	100.00 *		-
5/13/2024	3/13/2024	000760 C W WARTHEN	55958		224.05	224.05	4100-012130-5401-	-
5/13/2024	4/23/2024	000760 C W WARTHEN	56017		782.75	782.75	4100-012010-5401-	-
					1,006.80	1,006.80 *		-
5/13/2024	4/23/2024	002756 COMPUTER PROJEC	24-04-138ME		990.00	990.00	4100-032050-3005-	-
					990.00	990.00 *		-
5/13/2024	5/02/2024	004452 CRYSTAL SPRINGS	16981298 050224		73.38	73.38	4100-013010-5401-	-
					73.38	73.38 *		-
5/13/2024	4/17/2024	000171 CUMBERLAND PLAT	327		87,358.42	87,358.42	4100-042010-3002-	-
					87,358.42	87,358.42 *		-
5/13/2024	4/16/2024	001871 DELPH KELLY MCB	04162024	10	123.48	123.48	4100-073010-5413-	-
5/13/2024	4/16/2024	001871 DELPH KELLY MCB	04162024	10	50.00	50.00	4100-073010-5500-	-
					173.48	173.48 *		-
5/13/2024	4/09/2024	000184 DEMCO	7465844	10	110.07	110.07	4100-073010-5414-	-
					110.07	110.07 *		-
5/13/2024	5/06/2024	004934 DIALOGUE AND DE	05B		250.00	250.00	4100-094010-8035-	-
5/13/2024	5/06/2024	004934 DIALOGUE AND DE	06B		250.00	250.00	4100-094010-8035-	-
5/13/2024	5/06/2024	004934 DIALOGUE AND DE	07B		8,331.70	8,331.70	4100-094010-8035-	-
					8,831.70	8,831.70 *		-
5/13/2024	4/09/2024	000193 DISCOUNT TIRE C	4827		608.00	608.00	4100-031020-5408-	-
					608.00	608.00 *		-
5/13/2024	5/16/2024	000091 DOLI/BOILER SAF	954173420		40.00	40.00	4100-043020-5407-	-
					40.00	40.00 *		-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	160107.1		4.49	4.49	4100-012010-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	160407.1		22.45	22.45	4100-012010-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	160783.1		114.99	114.99	4100-043020-5405-	-
5/13/2024	3/06/2024	000198 DOMINION OFFICE	161038		99.98	99.98	4100-031020-5401-	-

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
5/13/2024	3/15/2024	000198 DOMINION OFFICE	161039		173.99	173.99	4100-031020-5401-	-
5/13/2024	3/08/2024	000198 DOMINION OFFICE	161206		9.90	9.90	4100-031020-5401-	-
5/13/2024	3/12/2024	000198 DOMINION OFFICE	161287		56.99	56.99	4100-032050-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161369		56.99	56.99	4100-012010-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161378.1		7.98	7.98	4100-021060-5401-	-
5/13/2024	4/11/2024	000198 DOMINION OFFICE	161462.1		115.98	115.98	4100-043020-5405-	-
5/13/2024	3/25/2024	000198 DOMINION OFFICE	161514.1		227.76	227.76	4100-035050-5401-	-
5/13/2024	3/22/2024	000198 DOMINION OFFICE	161519		9.02	9.02	4100-032050-5401-	-
5/13/2024	3/22/2024	000198 DOMINION OFFICE	161545		56.99	56.99	4100-032050-5401-	-
5/13/2024	3/29/2024	000198 DOMINION OFFICE	161608		56.99	56.99	4100-031020-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161614		129.99	129.99	4100-034010-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161617		149.99	149.99	4100-012010-5401-	-
5/13/2024	4/04/2024	000198 DOMINION OFFICE	161751		731.92	731.92	4100-022010-5415-	-
5/13/2024	4/10/2024	000198 DOMINION OFFICE	161796		139.98	139.98	4100-072010-5405-	-
5/13/2024	4/11/2024	000198 DOMINION OFFICE	161796.1		115.98	115.98	4100-072010-5405-	-
5/13/2024	4/11/2024	000198 DOMINION OFFICE	161898		115.98	115.98	4100-043020-5405-	-
5/13/2024	4/09/2024	000198 DOMINION OFFICE	161901		65.56	65.56	4100-021060-5401-	-
5/13/2024	4/09/2024	000198 DOMINION OFFICE	161917		79.99	79.99	4100-021060-5401-	-
5/13/2024	4/10/2024	000198 DOMINION OFFICE	161938		107.98	107.98	4100-043020-5405-	-
5/13/2024	4/11/2024	000198 DOMINION OFFICE	161938.1		159.98	159.98	4100-043020-5405-	-
5/13/2024	4/11/2023	000198 DOMINION OFFICE	161963		409.97	409.97	4100-042400-5401-	-
5/13/2024	4/12/2024	000198 DOMINION OFFICE	162034		56.99	56.99	4100-012010-5401-	-
5/13/2024	4/16/2024	000198 DOMINION OFFICE	162035		116.50	116.50	4100-042400-5401-	-
5/13/2024	4/17/2024	000198 DOMINION OFFICE	162054		268.48	268.48	4100-042400-5401-	-
5/13/2024	4/18/2024	000198 DOMINION OFFICE	162122		15.99	15.99	4100-012010-5401-	-
5/13/2024	4/22/2024	000198 DOMINION OFFICE	162200		93.54	93.54	4100-012010-5401-	-
5/13/2024	4/22/2024	000198 DOMINION OFFICE	162226		329.00	329.00	4100-012010-5401-	-
5/13/2024	4/04/2024	000198 DOMINION OFFICE	161794	10	54.62	54.62	4100-073010-5407-	-
5/13/2024	4/04/2024	000198 DOMINION OFFICE	161798	10	222.99	222.99	4100-073010-5407-	-
5/13/2024	4/09/2024	000198 DOMINION OFFICE	161899	10	56.99	56.99	4100-073010-5407-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	160776.1		268.50	268.50	4100-012130-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161512		552.98	552.98	4100-013010-5401-	-
5/13/2024	4/02/2024	000198 DOMINION OFFICE	161633		123.60	123.60	4100-012130-5401-	-
5/13/2024	4/16/2024	000198 DOMINION OFFICE	162039		21.99	21.99	4100-012130-5401-	-
5/13/2024	4/30/2024	000198 DOMINION OFFICE	162346		56.99	56.99	4100-012010-5401-	-
5/13/2024	4/30/2024	000198 DOMINION OFFICE	162347		88.99	88.99	4100-021010-5401-	-
					5,549.97	5,549.97	*	
5/13/2024	5/10/2024	004959 DOWNSTREAM STRA	4537		660.00	660.00	4100-094010-8033-	-
					660.00	660.00	*	
5/13/2024	4/09/2024	004821 DYNAMIC ADVERTI	119603		195.00	195.00	4100-081040-3007-	-
					195.00	195.00	*	
5/13/2024	4/19/2024	004007 EVIDENT INC	240725A		608.02	608.02	4100-031020-5409-	-
					608.02	608.02	*	
5/13/2024	1/20/2024	005223 FARMER MINOR &	01202024	10	400.00	400.00	4100-073010-5413-	-
					400.00	400.00	*	
5/13/2024	4/08/2024	001445 FISHER AUTO PAR	397-300758		58.30	58.30	4100-031020-5408-	-
5/13/2024	4/24/2024	001445 FISHER AUTO PAR	397-301374		42.40	42.40	4100-042400-5413-	-
5/13/2024	5/03/2024	001445 FISHER AUTO PAR	397-301738		10.05	10.05	4100-042400-5408-	-
					110.75	110.75	*	
5/13/2024	3/08/2024	000239 FOOD CITY	280393		286.82	286.82	4100-031020-5409-	-
5/13/2024	3/06/2024	000239 FOOD CITY	350511		28.93	28.93	4100-031020-5409-	-
5/13/2024	4/11/2024	000239 FOOD CITY	04112024		30.25	30.25	4100-011010-5413-	-
					346.00	346.00	*	
5/13/2024	5/01/2024	004822 FRIENDLY TIRE &	725684		1,068.78	1,068.78	4100-042400-5408-	-
					1,068.78	1,068.78	*	

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
5/13/2024	3/05/2024	000854 GALL'S, LLC	27279305		23.70	23.70	4100-031020-5409-	-
5/13/2024	3/07/2024	000854 GALL'S, LLC	27301784		113.74	113.74	4100-031020-5409-	-
5/13/2024	3/08/2024	000854 GALL'S, LLC	27314847		192.42	192.42	4100-031020-5409-	-
5/13/2024	3/16/2024	000854 GALL'S, LLC	27388573		144.99	144.99	4100-031020-5409-	-
5/13/2024	3/19/2024	000854 GALL'S, LLC	27411025		161.00	161.00	4100-031020-5409-	-
5/13/2024	3/19/2024	000854 GALL'S, LLC	27412288		513.12	513.12	4100-031020-5409-	-
5/13/2024	3/29/2024	000854 GALL'S, LLC	27513096		37.25	37.25	4100-031020-5409-	-
					1,186.22	1,186.22 *		
5/13/2024	4/09/2024	002871 GIBSON ENTERPRI	11545		650.00	650.00	4100-042400-5413-	-
					650.00	650.00 *		
5/13/2024	4/29/2024	001862 GREAT AMERICA L	36448455		140.00	140.00	4100-031020-5401-	-
					140.00	140.00 *		
5/13/2024	4/10/2024	005173 GULLETT TWILIA	04102024		10.00	10.00	4100-012010-5401-	-
					10.00	10.00 *		
5/13/2024	4/12/2024	003237 HIGHLANDS GLASS	33927		882.00	882.00	4100-043020-5407-	-
					882.00	882.00 *		
5/13/2024	4/19/2024	004664 HOME TOWN HARDW	37671		16.49	16.49	4100-094010-8034-	-
					16.49	16.49 *		
5/13/2024	4/16/2024	000308 HONAKER TIRE SE	302537		703.40	703.40	4100-042400-5408-	-
5/13/2024	4/05/2024	000308 HONAKER TIRE SE	302412		30.00	30.00	4100-042400-5408-	-
					733.40	733.40 *		
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4118		3,262.50	3,262.50	4100-012300-3002-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4118		50.00	50.00	4100-012300-7002-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4119		225.00	225.00	4100-012300-3002-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4119		25.75	25.75	4100-012300-7002-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4121		75.00	75.00	4100-022010-5415-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4122		150.00	150.00	4100-071040-5600-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4125		112.50	112.50	4100-012300-3002-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4126		187.50	187.50	4100-032050-3005-	-
					4,088.25	4,088.25 *		
5/13/2024	3/01/2024	000331 J A STREET & AS	34		166,796.53	166,796.53	4100-094010-8029-	-
					166,796.53	166,796.53 *		
5/13/2024	4/08/2024	003776 JAMES RIVER EQU	P30224		4,215.08	4,215.08	4100-043020-5408-	-
5/13/2024	4/15/2024	003776 JAMES RIVER EQU	P30349		587.42	587.42	4100-043020-5407-	-
5/13/2024	4/15/2024	003776 JAMES RIVER EQU	P30350		34.20	34.20	4100-043020-5407-	-
					4,836.70	4,836.70 *		
5/13/2024	4/26/2024	003355 JONES MICHELLE	04262024		68.45	68.45	4100-035010-5905-	-
					68.45	68.45 *		
5/13/2024	2/07/2024	001235 KIDS REFERENCE	KRC02-12939	10	77.94	77.94	4100-073010-5411-	-
					77.94	77.94 *		
5/13/2024	4/09/2024	005072 KILGORE LAW OFF	56910		1,015.00	1,015.00	4100-011010-3002-	-
					1,015.00	1,015.00 *		
5/13/2024	4/09/2024	000359 KWIK KAFE	3510:735956		39.00	39.00	4100-012010-5401-	-
5/13/2024	4/08/2024	000359 KWIK KAFE	3510:739385		85.00	85.00	4100-012010-5401-	-
					124.00	124.00 *		
5/13/2024	4/17/2024	004988 LAW AND ORDER T	24121		206.64	206.64	4100-031020-5409-	-
					206.64	206.64 *		
5/13/2024	4/17/2024	004546 LEAF	16268795	10	95.52	95.52	4100-073010-3002-	-
					95.52	95.52 *		
5/13/2024	11/20/2023	004051 LEONARD AUTOMOT RO	4875		500.00	500.00	4100-031020-5408-	-
5/13/2024	11/20/2023	004051 LEONARD AUTOMOT RO	4875		8,080.31	8,080.31	4100-099000-5000-	-
5/13/2024	1/09/2024	004051 LEONARD AUTOMOT RO	4950		500.00	500.00	4100-031020-5408-	-
5/13/2024	1/09/2024	004051 LEONARD AUTOMOT RO	4950		987.10	987.10	4100-099000-5000-	-
5/13/2024	12/12/2023	004051 LEONARD AUTOMOT RO	4981		500.00	500.00	4100-031020-5408-	-
5/13/2024	12/12/2023	004051 LEONARD AUTOMOT RO	4981		1,806.99	1,806.99	4100-099000-5000-	-
					12,374.40	12,374.40 *		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
5/13/2024	4/10/2024	003501 LIBRARICA	204124-107R	10	745.50	745.50	4100-073010-5411-	-
					745.50	745.50 *		
5/13/2024	4/25/2024	003051 LIGHTHOUSE SUPP	04254633		598.50	598.50	4100-071040-5101-	-
					598.50	598.50 *		
5/13/2024	4/17/2024	000393 LOWES	901726		398.05	398.05	4100-043020-5407-	-
5/13/2024	4/16/2024	000393 LOWES	984529		45.58	45.58	4100-094010-8034-	-
					443.63	443.63 *		
5/13/2024	4/10/2024	003481 MEADE TRACTOR	11914185		12.18	12.18	4100-022010-5415-	-
					12.18	12.18 *		
5/13/2024	3/13/2024	001591 MIDWEST TAPE	5186330	10	4,000.00	4,000.00	4100-073010-5411-	-
					4,000.00	4,000.00 *		
5/13/2024	5/01/2024	003387 MOBILE COMMUNIC	80130337		3,418.45	3,418.45	4100-032050-5408-	-
5/13/2024	5/01/2024	003387 MOBILE COMMUNIC	80130338		695.00	695.00	4100-031020-7003-	-
					4,113.45	4,113.45 *		
5/13/2024	4/10/2024	005070 NEWBERRY PEST S	5444		325.00	325.00	4100-043020-3004-	-
					325.00	325.00 *		
5/13/2024	3/14/2024	004971 NEWSBANK INC	RTRN1140207	10	584.35	584.35	4100-073010-5411-	-
					584.35	584.35 *		
5/13/2024	4/11/2024	003123 O'REILLY AUTO P	1943-141758		56.93	56.93	4100-022010-5415-	-
5/13/2024	5/24/2023	003123 O'REILLY AUTO P	OPCM-61971		199.28-	199.28-	4100-031020-5408-	-
5/13/2024	5/23/2024	003123 O'REILLY AUTO P	1943-105217		49.83-	49.83-	4100-031020-5408-	-
5/13/2024	2/29/2024	003123 O'REILLY AUTO P	1943-136667		29.99	29.99	4100-031020-5408-	-
5/13/2024	3/06/2024	003123 O'REILLY AUTO P	1943-137392		150.47	150.47	4100-031020-5408-	-
5/13/2024	3/18/2024	003123 O'REILLY AUTO P	1943-138977		149.88	149.88	4100-031020-5408-	-
5/13/2024	3/19/2024	003123 O'REILLY AUTO P	1943-139016		16.99	16.99	4100-031020-5408-	-
					155.15	155.15 *		
5/13/2024	2/27/2024	003041 OVERDRIVE INC	02-27 03-26	10	2,318.95	2,318.95	4100-073010-5411-	-
					2,318.95	2,318.95 *		
5/13/2024	4/18/2024	000511 POWERPHONE INC	4922		6,412.50	6,412.50	4100-032050-3005-	-
					6,412.50	6,412.50 *		
5/13/2024	4/21/2024	003367 QUADIENT FINANC	04212024		108.64	108.64	4100-031020-5201-	-
					108.64	108.64 *		
5/13/2024	5/06/2024	004571 R.E. MICHEL COM	31072770		11.79	11.79	4100-043020-5407-	-
					11.79	11.79 *		
5/13/2024	4/30/2024	004886 RICOH USA INC (108239403		215.04	215.04	4100-012090-5401-	-
					215.04	215.04 *		
5/13/2024	5/31/2024	002812 RICOH USA, INC	5069423511		2.54	2.54	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069423919		40.69	40.69	4100-021060-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424044		18.65	18.65	4100-021020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424190		29.77	29.77	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424300		11.57	11.57	4100-032050-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424309		6.50	6.50	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424404		16.72	16.72	4100-032050-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424544		110.02	110.02	4100-012090-5401-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424730		7.76	7.76	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424873		90.64	90.64	4100-012090-5401-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069424988		10.19	10.19	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425020		9.87	9.87	4100-012130-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425057		319.96	319.96	4100-022010-5401-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425140		77.36	77.36	4100-031020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425160		279.85	279.85	4100-012010-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425187		4.53	4.53	4100-021020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5069425215		12.04	12.04	4100-021020-3005-	-
5/13/2024	5/01/2024	002812 RICOH USA, INC	5089424959		15.47	15.47	4100-034010-5401-	-
					1,064.13	1,064.13 *		

DUE DATE	INV DATE	VENDOR	INVOICE	CLASS	GROSS AMT.	NET AMOUNT	G/L ACCOUNT	P.O.#
5/13/2024	4/30/2024	000663 RUSSELL COUNTY	APR-24	1	7,740.00	7,740.00	4100-095010-9130-	-
5/13/2024	4/30/2024	000663 RUSSELL COUNTY	APR-24 WWTP	1	11,138.29	11,138.29	4100-082010-8025-	-
5/13/2024	4/30/2024	000663 RUSSELL COUNTY	1005	2	426.68	426.68	4100-094010-8034-	-
					19,304.97	19,304.97	*	
5/13/2024	4/22/2024	002999 SAFELITE FULFIL	01184-396482		341.30	341.30	4100-031020-5408-	-
					341.30	341.30	*	
5/13/2024	4/08/2024	001299 SIGN SHOP OF SO	1027		60.00	60.00	4100-071040-5600-	-
					60.00	60.00	*	
5/13/2024	3/29/2024	004710 SKANSKA USA BUI	2220802-46		9,667.00	9,667.00	4100-094010-8029-	-
					9,667.00	9,667.00	*	
5/13/2024	4/17/2024	001700 SOUTHWEST VA VE	159109		24,966.85	24,966.85	4100-035010-5404-	-
					24,966.85	24,966.85	*	
5/13/2024	4/18/2024	002562 STERICYCLE INC	8006874191		92.50	92.50	4100-021060-5401-	-
5/13/2024	4/18/2024	002562 STERICYCLE INC	8006874191		31.32	31.32	4100-012010-5401-	-
5/13/2024	4/18/2024	002562 STERICYCLE INC	8006874191		31.31	31.31	4100-012090-5401-	-
5/13/2024	4/18/2024	002562 STERICYCLE INC	8006874191		31.31	31.31	4100-012130-5401-	-
					186.44	186.44	*	
5/13/2024	4/19/2024	005071 STONEWALL TOOL	I-000056		273.78	273.78	4100-043020-5407-	-
					273.78	273.78	*	
5/13/2024	4/30/2024	003144 SUMMIT BUSINESS	2024168		78.75	78.75	4100-012300-7002-	-
					78.75	78.75	*	
5/13/2024	4/17/2024	000660 SVCC	RUSSELLSPRING24		70,321.52	70,321.52	4100-064010-5608-	-
					70,321.52	70,321.52	*	
5/13/2024	12/19/2023	004942 T. HUGHES	12192023	10	775.00	775.00	4100-073010-5413-	-
					775.00	775.00	*	
5/13/2024	3/29/2024	003924 TACS	9292		88.00	88.00	4100-011010-3002-	-
5/13/2024	4/05/2024	003924 TACS	9328		500.00	500.00	4100-011010-3002-	-
5/13/2024	4/12/2024	003924 TACS	9345		2,000.00	2,000.00	4100-011010-3002-	-
5/13/2024	4/19/2024	003924 TACS	9377		1,405.00	1,405.00	4100-011010-3002-	-
5/13/2024	4/26/2024	003924 TACS	9394		500.00	500.00	4100-011010-3002-	-
					4,493.00	4,493.00	*	
5/13/2024	4/15/2024	005055 TAMPA TAIKO LLC	04152024	10	600.00	600.00	4100-073010-5413-	-
					600.00	600.00	*	
5/13/2024	3/15/2024	000384 THE LIBRARY COR	11001509	10	2,000.00	2,000.00	4100-073010-3002-	-
					2,000.00	2,000.00	*	
5/13/2024	4/25/2024	000675 THOMPSON & LITT	04252024		1,302.00	1,302.00	4100-094010-8037-	-
					1,302.00	1,302.00	*	
5/13/2024	4/06/2023	000376 TOWN OF LEBANON	FEB16-MAR16		5,400.00	5,400.00	4100-042010-3140-	-
5/13/2024	4/15/2024	000376 TOWN OF LEBANON	MARCH16-APR1524		450.00	450.00	4100-042010-3140-	-
					5,850.00	5,850.00	*	
5/13/2024	5/03/2024	004956 TRC LOCKBOX	123558		3,139.50	3,139.50	4100-042010-3140-	-
					3,139.50	3,139.50	*	
5/13/2024	3/28/2024	002133 TREASURER OF VI	03282024		20.00	20.00	4100-035030-3001-	-
5/13/2024	4/03/2024	002133 TREASURER OF VI	04032024		40.00	40.00	4100-035030-3001-	-
5/13/2024	4/18/2024	002133 TREASURER OF VI	04182024		40.00	40.00	4100-035030-3001-	-
					100.00	100.00	*	
5/13/2024	4/08/2024	000684 TREASURER'S ASS	2024 DUES		450.00	450.00	4100-012130-5801-	-
					450.00	450.00	*	
5/13/2024	3/26/2024	003965 UNIFIRST CORPOR	1730116914		38.41	38.41	4100-031020-3005-	-
5/13/2024	4/09/2024	003965 UNIFIRST CORPOR	1730119165		38.41	38.41	4100-031020-3005-	-
5/13/2024	4/23/2024	003965 UNIFIRST CORPOR	1730121449		20.50	20.50	4100-043020-3008-	-
5/13/2024	4/23/2024	003965 UNIFIRST CORPOR	1730121451		81.06	81.06	4100-043020-3008-	-
5/13/2024	4/30/2024	003965 UNIFIRST CORPOR	1730122630		20.50	20.50	4100-043020-3008-	-
5/13/2024	4/30/2024	003965 UNIFIRST CORPOR	1730122632		81.06	81.06	4100-043020-3008-	-
5/13/2024	4/30/2024	003965 UNIFIRST CORPOR	1730113249		22.21	22.21	4100-043020-3008-	-

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>		<u>P.O. #</u>
5/13/2024	4/30/2024	003965 UNIFIRST CORPOR	1730121454		22.21	22.21	4100-043020-3008-	-	-
5/13/2024	4/30/2024	003965 UNIFIRST CORPOR	1730122635		22.21	22.21	4100-043020-3008-	-	-
					346.57	346.57 *			
5/13/2024	4/01/2024	000739 VIRGINIA ASSOCI	9242		350.00	350.00	4100-022010-5401-	-	-
					350.00	350.00 *			
5/13/2024	5/13/2024	001469 VRAV	211		830.00	830.00	4100-013020-5801-	-	-
					830.00	830.00 *			
5/13/2024	4/04/2024	000758 WALLACE FURNITU	134465		3.98	3.98	4100-043020-5407-	-	-
5/13/2024	4/12/2024	000758 WALLACE FURNITU	134508		22.87	22.87	4100-043020-5407-	-	-
					26.85	26.85 *			
5/13/2024	5/01/2024	002375 WINDSTREAM	05012024		114.20	114.20	4100-031020-5203-	-	-
					114.20	114.20 *			
5/13/2024	3/05/2024	005174 YATES ALICIA	03052024		40.45	40.45	4100-022010-5415-	-	-
					40.45	40.45 *			
		TOTAL FOR DUE DATE 5/13/2024			500,461.47	500,461.47			
		TOTAL DUE FOR FUND- 4100			500,461.47	500,461.47			

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>		<u>P.O. #</u>
5/13/2024	4/15/2024	003676 GENTRY LOCKE AT	400159		12,152.95	12,152.95	4211-011010-5415-	-	-
					12,152.95	12,152.95 *			
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4116		375.00	375.00	4211-094010-8029-	-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4116		150.00	150.00	4211-094010-8029-	-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4117		524.66	524.66	4211-094010-8029-	-	-
5/13/2024	4/29/2024	003866 INNOVATIVE TECH	4134		2,164.45	2,164.45	4211-094010-8029-	-	-
					3,214.11	3,214.11 *			
5/13/2024	3/01/2024	000331 J A STREET & AS	34		427,450.60	427,450.60	4211-094010-8029-	-	-
					427,450.60	427,450.60 *			
5/13/2024	4/15/2024	005027 POTESA AND ASS	168322		9,466.50	9,466.50	4211-011010-5415-	-	-
5/13/2024	4/30/2024	005027 POTESA AND ASS	168405		5,860.00	5,860.00	4211-011010-5415-	-	-
					15,326.50	15,326.50 *			
		TOTAL FOR DUE DATE	5/13/2024		458,144.16	458,144.16			
		TOTAL DUE FOR FUND-	4211		458,144.16	458,144.16			

DRAFT

<u>DUE DATE</u>	<u>INV. DATE</u>	<u>VENDOR</u>	<u>INVOICE</u>	<u>CLASS</u>	<u>GROSS AMT.</u>	<u>NET AMOUNT</u>	<u>G/L ACCOUNT</u>	<u>P.O.#</u>
5/13/2024	4/12/2024	003374	MCMASTER-CARR S 25372638		91.96	91.96	4839-083990-5407-	- -
					91.96	91.96 *		
					91.96	91.96		
					91.96	91.96		
			TOTAL FOR DUE DATE 5/13/2024		958,697.59	958,697.59		
			TOTAL DUE FOR FUND- 4839		.00	.00		
			NON-DIRECT DEPOSIT		.00	.00		
			DIRECT DEPOSIT		.00	.00		
			E-Payable Total		958,697.59	958,697.59		
			FINAL DUE		.00			

DRAFT



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item: B-3
Presenter: Chairperson

Meeting: 5/13/24 6:00 PM

Board Appointments

****** Committee and Board Appointments Applications
are currently being accepted. ******

DRAFT

Board Appointments 2024			
Name	District	Term	Term Ending
<u>Finney Community Center</u>			
David Compton		Two Years	January 3, 2024
Edward Tiller		Two Years	January 3, 2024
<u>Spearhead Trails-Trailblazers</u>			
Kelsey King	1	Four Years	January 4, 2024
Name	District	Term	Term Ending
<u>Cumberland Plateau Regional Waste Management Authority</u>			
Tim Lovelace	1	Four Years	March 2, 2024
Name	District	Term	Term Ending
<u>Cumberland Industrial Facilities Authority</u>			
Rebecca Dye		Four Years	June 17, 2024
Nelson "Tony" Dodi		Four Years	June 17, 2024
<u>Russell County PSA</u>			
Cuba Porter	At Large	Four Years	June 24, 2024
David Edmonds, Jr.	2	Four Years	June 24, 2024
Name	District	Term	Term Ending
<u>Community Policy Management Team</u>			
Jennifer Nunley		Three Years	October 12, 2024
<u>Cumberland Plateau Economic Development</u>			
Frank Horton	5	One Year	October 12, 2024
Tony Lambert	6	One Year	October 12, 2024
Ron Blankenship	3	One Year	October 12, 2024
<u>Russell County Library Board</u>			
Kim Fife	3	Four Years	October 12, 2024
Ann Monk	5	Four Years	October 12, 2024

Name	District	Term	Term Ending
<u>Coal Handling Road Commission</u>			
Tim Lovelace	1	Four Year	November 7, 2024
<u>Community Policy Management Team</u>			
Lori Gates-Addison		Three Year	November 1, 2024
Alice Meade	5	Three Year	November 1, 2024
Name	District	Term	Term Ending
<u>Cumberland Mountain Community Service Board</u>			
James Mounts	6	Three Years	December 31, 2024
David Eaton	4	Three Years	December 31, 2024
<u>Drill Community Center</u>			
Charlene Blankenship		Two Years	December 31, 2024
Rachel Helton		Two Years	December 31, 2024
Doug Lester		Two Years	December 31, 2024
Harold Dean Thomas		Two Years	December 31, 2024
Betty Sue Hess		Two Years	December 31, 2024
Michelle Tharp		Two Years	December 31, 2024
<u>Heart of Appalachia Tourism Development Authority</u>			
Shiloh Lyttle		Two Years	December 31, 2024
Maddie Gordon		Two Years	December 31, 2024
<u>People, Inc. Development Financing Board</u>			
Alicia McGlothlin		Three Years	December 31, 2024
<u>Upper Tennessee River Roundtable</u>			
Maddie Gordon		Two Years	December 31, 2024

COMMITTEE & BOARD APPLICATIONS

APPALACHIAN AGENCY FOR SENIOR CITIZENS

Chafin-Hobert Helen "Audra"

APPALACHIAN JUVENILE COMMISSION

Meade, Alice D.

COMMUNITY CENTER

Dye, Cynthia - Swords Creek Community Center

Hess, Tommy - Swords Creek Community Center

COMMUNITY POLICY MANAGEMENT TEAM

Chafin-Hobert, Helen "Audra"

Meade, Alice D.

CUMBERLAND PLATEAU ECONOMIC DEVELOPMENT COMMISSION

Blankenship, Ron

CUMBERLAND MOUNTAIN COMMUNITY SERVICE BOARD

Chafin-Hobert, Helen "Audra"

DEPARTMENT OF SOCIAL SERVICES

Burke, Wanda

Chafin-Hobert, Helen "Audra"

HEART OF APPALACHIA

Gordon, Mary "Maddie"

INDUSTRIAL DEVELOPMENT AUTHORITY

Branson, Amy

Cheek, Dave

Harris, Ty

Yates, Joshua

RUSSELL COUNTY PLANNING COMMISSION

Addington, Phillip

Edmonds, Charles

McFadden Jr., Luther Ernest

Ray, Brian Keith

Rhea, Danny

Stoots, Gregory B.

COMMITTEE & BOARD APPLICATIONS

RUSSELL COUNTY PSA

Dishman, Shannon

Hess, Clifford

Porter, Cuba

RUSSELL COUNTY PUBLIC LIBRARY

Fife, Kimberly

RUSSELL COUNTY TOURISM ADVISORY COMMITTEE

Blackson, Dustin

Bradshaw, Carri

Chumbley, Jennifer Carter

Halsey, Janice

Harris, Ty

McClanahan, Timothy

McGlothlin, Karen

Meade, Alice D

Vance, Michelle L

SOUTHWEST COMMUNITY COLLEGE ADVISORY BOARD

Cassady, Matthew

Halsey, Janice



Board of Supervisors
137 Highland Drive
Lebanon, VA 24266

Action Item C-1 – C-13
Presenter: Administrator

Meeting: 5/13/24 6:00 PM

County Administrator Reports & Requests

The County Administrator Reports & Request for May 2024:

REPORTS

1. **Russell County By-Laws Update.....C-1**
2. **Russell County Road Reporting System.....C-2**
3. **VDOT Monthly Road System Report.....C-3**
4. **Commonwealth's Development Opportunity Fund – Tate Inc. - \$700,000.....C-4**
5. **RC Planning Commission By-Laws and Resolution.....C-5**

REQUESTS

6. **RC Building Safety Month Proclamation.....C-6**
7. **AASC Older Americans Month 2024 Proclamation.....C-7**
8. **VDOT Secondary Highway Six-Year Plan (2024/25 To 2029/30).....C-8**
9. **Verizon Utility Relocation Agreement – Three Rivers Destination Center.....C-9**
10. **RC DSS/CSA Supplemental Allocation Request - \$45,966.61.....C-10**
11. **RC Opioid Program Grant – Secor LLC - \$100,000.....C-11**
12. **Travel Request – RC Tourism & RC Library.....C-12**
13. **RC Planning Commission Plats.....C-13**

By Laws

Russell County

- Adopted May 5, 2014

Article I

Russell County Board of Supervisors, Officers & Their Selection

A. There shall be seven (7) members of the Board of Supervisors, six (6) elected for four-year terms by citizen vote of each of the six (6) Districts of Russell County and one (1) member elected at-large by the entire County for four years.

B. The Officers of the Board of Supervisors shall consist of a Chairman and Vice Chairman, each of whom shall serve for a term of one (1) calendar year.

C. Nomination of Officers shall be made from the Board at the first meeting of each calendar year. Election of Officers shall follow immediately.

D. A standing Budget/Finance Committee shall be appointed by the newly elected Board Chairman. This committee shall consist of two (2) Board members and two (2) staff members.

Article II

Duties of Officers

A. The Chairman shall:

- (1) Preside at all meetings;
- (2) Work closely with the County Administrator on day to day matters, approve appropriate financial documents, and approve the agenda for all meetings;
- (3) Carry out such other duties as assigned by the Board.

B. The Vice-Chairman shall act in the absence or inability of the Chairman to act.

C. The Budget/Finance Committee shall be responsible for preparation of the annual County budget and for presentation during a regular or special Board meeting before a vote is taken on the Budget each year. Other financial matters shall be considered by this committee before presentation to the full Board.

Article III

Agenda Preparation Policy

A. The County Administrator shall prepare an agenda for each regular meeting of the Board of Supervisors. Supervisors, staff, and others may submit to the County Administrator items for the agenda at any time prior to Noon Wednesday of the week preceding the regular meeting to which such item relates. Emergency items will be added as an amendment to the agenda.

B. Copies of the agenda shall be made available electronically for each Supervisor by close of business on Tuesday prior to the Board meeting and an agenda complete with a packet of materials for the Board members and News Media serving the County and the public not later than close of business on Thursday preceding the meeting to which it relates.

Article IV

Meetings

A. The time and place of Board Meetings shall be set from time to time by resolution of the Board in conformance with State Law. The regular meeting schedule shall be set at the organizational meeting held in January each year.

B. Minutes from the previous meeting shall be delivered to the Board members with the agenda prior to the next meeting. Unless requested by a Board member, the minutes will not be read and will be approved upon motion and vote of the Board.

C. Order of Business

(1) Commencement of Meetings:

At the time established in accordance with Article IV (A) of these By-Laws for the commencement of regular meetings or at the hour specified for continued or special meetings, the Chairman shall call the meeting to order and shall direct the clerk to note the absence of any Board members by roll call. A quorum shall be required for commencement of any meeting.

(2) Agenda:

An agenda shall be prepared by the County Administrator in accordance with Article III under these By-laws. The proposed agenda shall be adopted by the Board at each meeting. The agenda will include under New Business "Reports from Designated Standing Committees". Should the chairman or any member of the Board have a matter which he or she feels needs to be brought to the attention of the Board but which is not on the agenda, or if there is an amendment to the order of the agenda, he or she may make a motion that an addition or amendment be made to the agenda. Such amended agenda must be approved by a majority of the Board members present.

D. Presentations:

Matters to be presented to the Board may be arranged by persons prior to the meetings and placed on the Agenda. The County Administrator must be notified by Wednesday of the week prior to the Board meeting. Any materials to be used for the presentation must be provided and included in agenda packet. Additional materials presented at the Board meeting must be approved by the Chairman prior to dissemination. These presentations are strongly encouraged to be limited to five (5) minutes and when four (4) minutes has elapsed, the Chairman may instruct the speaker that one (1) minute is remaining.

E. Quorum & Method of Voting

A majority of the members of the Board of Supervisors shall constitute a quorum of the Board. All questions submitted to the Board for decision shall be determined by voice vote of a majority of the supervisors voting on any such questions, unless otherwise provided by law. The name of each member voting and how he or she voted must be recorded. Roll Call votes may be requested by any Board member.

F. Procedure for Roll Call of Board Members

(1) The Members of the Board of Supervisors shall cast votes in district order on a rotating basis per meeting.

(2) The Chairman of the Board of Supervisors shall cast the last vote.

(3) The Chairman/Clerk shall restate all motions before a vote is taken and the result of the

vote shall be announced following each vote.

G. General Rules of Procedure

The Board's Parliamentary Procedures shall be Robert's Rules of Order, Newly Revised, 11th edition, specifically to include Section 49, Conduct of Business in Boards, pages 486 – 488, in all matters not covered by the Board's bylaws, to the extent compatible with law and the historical practices of the Board. The County Attorney, or his or her designee, shall act as Parliamentarian to the Board. Any questions involving the interpretation or application of Robert's Rules shall be addressed to the County Attorney. The Board may amend, by Resolution, the rules as it deems appropriate. The following rules shall apply:

(1) Members are not required to obtain the floor before making motions or speaking, which they can do while seated.

(2) All motions require a second except for nominations for appointments to other boards, authorities or commissions.

(3) There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.

(4) Informal discussion of a subject is permitted while no motion is pending.

(5) The Chairman can speak in discussion without leaving the chair, can vote on all questions, but cannot make motions unless by consent of a majority of Board members present.

(6) No Board member is required to vote on any issue. If any Board member determines, prior to the calling of any issue before the Board, that he, because of conflict or otherwise, will abstain from voting on such issue, he shall announce such intention at the time the issue comes before the Board and shall not participate in the discussion on such issue or question. An abstention shall be counted for the purpose of determining a quorum. An abstention defeats a motion requiring a unanimous vote.

(7) In the incidence of a tie vote, the issue voted upon by the Board is dead and therefore voted down.

(8) If a primary or substitute motion is made at a Board meeting where at least six (6) members are present and the motion is voted on and fails, the same or a substantively similar motion cannot be reconsidered by the Board within the following twelve (12) months except by a primary or substitute motion made by a member of the Board who voted on the prevailing side where there are no less than six (6) Board members present, and only if two-thirds (2/3) of the Board members present vote to reconsider the action previously decided.

(9) Only Board members and the Parliamentarian shall have standing to raise noncompliance with these General Rules of Procedure, and only during the current meeting at the time of violation. Failure of the Board to comply with these General Rules of Procedure shall not invalidate any action taken by the Board.

H. Member Absenting Himself from Meeting Prior to Adjournment

After the name of any member of the Board has been recorded as present at any meeting of the Board, he shall not absent himself from the remainder of the meeting prior to adjournment unless by consent of the Board.

I. Board to Sit with Open Doors

The Board of Supervisors shall sit with open doors and all persons conducting themselves in an orderly manner may attend the meetings; however, the Board may hold closed sessions as permitted by law and when deemed necessary by a majority vote of the Board.

A consent agenda shall be introduced by a motion "to approve" by any Board member, and shall be considered by the Board as a single item. There shall be no debate or discussion by any member of the Board regarding any item on the consent agenda. The Clerk or his/her designee shall provide a brief written summary or memo on each item included in the consent agenda. Upon request of any Board member who wishes to question or discuss an item, that item shall be removed from the Consent Agenda. This item shall be transferred onto the agenda for consideration.

J. Citizens Comment Period

Rules for Citizen Comment Period

To ensure that the affairs of the Board and its committees may be conducted in an orderly manner, to ensure that all persons desiring to address the Board on matters pertinent to it are afforded an opportunity to do so, to permit persons in attendance to observe and hear the proceedings of the Board without distraction, and to permit to the fullest extent the Board to conduct County business with minimal disruption, the following rules are established.

(1) Each person desiring to speak during the Citizens' Comment period on the agenda must provide name and address prior to their comments.

(2) Each speaker is strongly encouraged to limit remarks to a period of three (3) minutes per comment period; when two (2) minutes have passed the speaker may be reminded that there is one (1) minute remaining.

(3) Speakers may not donate their time to other speakers.

(4) Speakers will not be permitted to use audiovisual materials or other visual displays, but may present written and photographic materials to the Board members.

(5) Comments must be confined to matters germane to the business of the Board of Supervisors and shall not be cumulative or repetitive.

(6) Speakers should address the Board with decorum – loud, boisterous, and disruptive behavior, obscenity, and vulgarity should be avoided as well as other words or acts tending to evoke violence or deemed to be a breach of the peace.

(7) The Citizens' Comment period is not intended to be a question and answer period or time for dialogue with County officials. Questions which are raised during a comment period may at the discretion of the Board be responded to by County officials after sufficient time for appropriate investigation.

(8) Speakers shall remain at the podium while addressing the Board.

(9) Speakers shall not be interrupted by audience comments, calls/whistles, laughter, or other gestures. Individuals in the audience who do not abide by this policy after a warning will be asked to leave the meeting.

(10) Expressive activities including, but not limited to, petitioning, picketing, displaying signs and posters, solicitation, demonstrating, pamphlet distribution, and conducting polls shall not be permitted within the Governmental Center Building or in any other building that the Board is meeting.

These rules do not preclude persons from delivering to the Board or its Clerk written materials including reports, statements, exhibits, letters, or signed petitions or to prohibit persons from presenting oral or written comments on any subject germane to the business of the Board to individual Board members or to the Board through its Clerk outside the context of the public meeting.

K. Agenda Item Procedure

The following guidelines shall be followed for comment addressed to specific agenda items:

(1) In order to prevent obvious questions from consuming Board Meeting time, the Chairman and/or designated person(s) will advise the speaker if a matter is to be considered during some other time during the meeting.

Article V

Procedure for Dealing with Items Not on the Agenda

A. All matters not on the agenda must be raised during citizens comment period. Any matter not on the agenda shall not be considered unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

B. For any special meeting, the business to be discussed shall be stated in the call for such meeting. The Chairman or Administrator shall prepare a written agenda listing all items to be considered for every special meeting. No other business shall be discussed or acted upon unless approved for consideration by the majority of the Board present in accordance with Article IV, C (2).

Article VI

Public Hearings

A. All public hearings will be advertised in accordance with the Virginia Code. Public hearings may be postponed, continued or canceled at the discretion of the Board.

B. In addition to those required by law, the Board at its discretion may hold public hearings when it decides that a hearing will be in the public interest.

C. The case before the Board shall be summarized by the Chairman or designated person(s). If there is expected to be many speakers on the issue, interested parties wishing to speak must sign the register at the rear of the room prior to the start of the hearing. Each person wishing to speak will be called to the podium by the Chairman or designated person(s) in the order such person signed the register and must state his or her name and address for the record. Generally, each citizen should be provided an opportunity to speak. Each speaker shall be limited to three (3) minutes, unless waived by the Board.

D. Board Members shall limit their comments in public hearings to insure participation by the public without Board interference.

Article VII

Appointment of Committees

Appointments to committees of the Board may be made by the Chairman. Appointments to other authorities, boards, and commissions, shall be made only by member motion adopted by a majority of the full Board. Prior to consideration of the nomination, the nominee shall be notified to determine his or her willingness to serve and to determine if he or she meets the qualifications for such appointment.

Article VIII

Duties of the County Administrator

The County Administrator shall:

- A. Prepare the agenda for each meeting for approval in conformance with the agenda preparation procedure outlined in these bylaws.
- B. Keep a written record of all business transacted by the Board.
- C. Administer the financial control procedures of the County.
- D. Advise and inform the Board on all matters affecting County government.
- E. Execute all formal documents authorized by the Board of Supervisors.
- F. Provide and supervise all staff services directly under the control of the Board of Supervisors.
- G. The County Administrator shall be responsible for all personnel management of the County. Department Directors, Coordinators, Supervisors or Managers will be hired and dismissed with the consent of a majority of the Board of Supervisors.
- H. Prepare an annual operating budget for the County government in accordance with guidelines established by the State auditor's office for approval by the Board of Supervisors. He shall be responsible for maintaining adequate financial and accounting records on all County business under his control.
- I. Serve as the Board's representative in all circumstances where the Chairman, Vice Chairman, or a majority of the Board Members are not available.
- J. Perform all other duties delegated by the Board as required by law.

Article IX

Amendments

- A. The Bylaws may be amended by a recorded majority vote of the entire membership of the Board provided that written notice has been given to all members of the Board and a copy of the proposed amendment is sent with the notice, prior to said meeting.

B. The Bylaws may be suspended in whole or in part only upon the unanimous vote of Board members present, relating to any matter before it.

DRAFT

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Tue, May 7, 2024 at 8:17 AM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable) Lebanon

Route or Street Name Route 645

Closest Intersection Route 1010

I need a road repaired. Repair paved road

Please describe the
repair requested Huge potholes everywhere

First Name Donna

Last Name Fernandez

Address 352 Mill Creek Acres

City Lebanon

State VA

Zip Code 24266

Phone Number 276-676-6842

Email Address dmfernandez613@aol.com

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Tue, May 7, 2024 at 7:21 AM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable)	LEBANON
Route or Street Name	River Mountain Road
Closest Intersection	Northwood Dr.
I need a road repaired.	Missing Highway signs.
Please describe the repair requested	Drainage Ditch caution sign, top bolt missing allowing sign to tilt out into the roadway. This is a narrow point in the road anyway.
First Name	Dave
Last Name	Cheek
Address	5637 River Mountain Road
City	LEBANON
State	VA
Zip Code	24266
Phone Number	2767919103
Email Address	dlcheek@hotmail.com

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Mon, May 6, 2024 at 11:45 AM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable) Castlewood

Route or Street Name Miners drive

Closest Intersection Banner corner

I need a road repaired. Repair paved road

Please describe the repair requested The road on miners drive is in horrible condition, there are pot holes that are very wide and very deep and several of them. It has been cold patched but it just squashes out. It doesn't work. It needs to be done the right way. Milled and repaved.

First Name Justin

Last Name Reynolds

Address 172 Chiggersville Circle

City Castlewood

State Va

Zip Code 24224

Phone Number 276-971-1750

Email Address Jreynolds2712@gmail.com

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Tue, Apr 30, 2024 at 3:28 PM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable) Lebanon

Route or Street Name 29584 Us Highway 58

Closest Intersection 19

I need a road repaired. Fix a drainage problem.

Please describe the repair requested

Hello I just have a question my driveway and my neighbors driveway are close and about 10 feet in between and it needs new drainage all the way through both are stopped up and the water just ponds up and runs down the highway could someone come out and look at it or call me I wasn't sure how to get this fixed

First Name Jackie

Last Name Boger

Address 29584 Us Highway 58

City Lebanon

State VA

Zip Code 24266

Phone Number 2762542649

Email Address jackiewboger@gmail.com

Russell County BOS
VDOT Update
May 13, 2024

Board Action Requests

The Residency has several requests for the Board this month:

1. Adding Route 814 (Graybranch Road) as a no cost rural addition to the VDOT secondary system. No County funds are required.
2. Abandonment of Route 791 (Deep Forest Drive) per property owner request. Requesting party owns the property on both sides of the segment of road requested to be abandoned.
3. Resolution approving the Secondary Six Year Improvement Plan and associated construction priority list.
4. Resolution approving the designation of Route 728 (Davis Memorial Drive) as a 'Rural Rustic Route.' The designation is required to authorize the use of Rural Rustic Road design standards and the adoption of a 35 MPH speed zone as stipulated for Rural Rustic Roads in §46.2-873.2 of the Code of VA. Without the designation, the Department cannot use the Rural Rustic Road design standards, & the road would remain unposted with a 55mph speed limit.

Maintenance Activities - Completed

Maintenance activities in April included the following:

- Spot ditching and pipe cleaning was conducted on segments of Routes 657 and 1069.
- Maintenance activities (grading / spreading gravel) was completed on segments of Routes 612, 621, 669, 684 and 712.
- Pothole patching was conducted on Routes 19, 632, and 1009
- Down trees / debris was removed from segments of Routes. 19, 615, 616, 624, 635, 645, 652, 657, 664, 712.
- Boom ax (brush cutting) operations were conducted on segments of Routes. 633, 645, 652, and 657
- Shoulder repairs were completed on Route 19.
- Pipe replaced on Route 632

Maintenance Activities - Planned

- Boom ax work on various routes throughout the County.
- Machine pavement patching in advance of the season's pavement overlay work.
- Roadside mowing, the initial mowing effort will focus on the primary routes and then move to the high-volume secondary routes.
- Pavement Repairs (machine patching) on Route 615

- Debris removal on various routes (down trees and rocks/slides).
- Removal of dead trees on Routes 80 (Hayter's Gap), 71 and 65.
- Ditching at various locations through the County.
- Drainage / slope stabilization in the median of Route 19 (Bypass) near Coal Tipple Hollow.
- Pothole patching as workload and weather allow.

Rural Rustic / 6 Year Plan Projects

The residency is beginning plan sketch preparation and initiating the environmental review process for projects planned (Route 671 and 824) for the coming construction season.

Non — VDOT Projects

Pure Salmon Project

The access road design into the project from Route 19 has been approved by the Residency.

Three Rivers Destination Center

No new activity this month on this project.

COMMONWEALTH'S DEVELOPMENT OPPORTUNITY FUND

PERFORMANCE AGREEMENT

This **PERFORMANCE AGREEMENT** (the "Agreement") made and entered this 2nd day of January, 2024, by and among the **COUNTY OF RUSSELL, VIRGINIA** (the "Locality"), a political subdivision of the Commonwealth of Virginia (the "Commonwealth"), **TATE ACCESS FLOORS INC.**, a Maryland Corporation authorized to transact business in the Commonwealth (the "Company"), the **VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY ("VEDP")**, a political subdivision of the Commonwealth, and the **INDUSTRIAL DEVELOPMENT AUTHORITY OF RUSSELL, VIRGINIA** (the "Authority"), a political subdivision of the Commonwealth.

WITNESSETH:

WHEREAS, the Locality has been awarded a grant of and expects to receive \$700,000 (the "COF Grant") from the Commonwealth's Development Opportunity Fund (the "Fund") through VEDP for the purpose of inducing the Company to expand, equip, improve, and operate an existing facility in the Locality (the "Facility"), thereby making a significant Capital Investment, and creating and Maintaining a significant number of New Jobs, as such capitalized terms are hereinafter defined;

WHEREAS, the Locality is willing to provide the funds to the Authority with the expectation that the Authority will provide the funds to or for the use of the Company, provided that the Company meets certain criteria relating to Capital Investment and New Jobs;

WHEREAS, the Locality, the Authority, the Company, and VEDP desire to set forth their understanding and agreement as to the payout of the COF Grant, the use of the COF Grant proceeds, and the obligations of the Company regarding Capital Investment and New Jobs;

WHEREAS, the construction, expansion, equipping, improvement, and operation of the Facility will entail a capital expenditure by or on behalf of the Company of approximately \$14,850,000, of which approximately \$14,150,000 will be invested in machinery and tools, and approximately \$ 700,000 will be invested in furniture, fixtures and business personal property;

WHEREAS, the construction, expansion, equipping, improvement, and operation of the Facility will further entail the creation and Maintenance of 170 New Jobs at the Facility; and

WHEREAS, the stimulation of the additional tax revenue and economic activity to be generated by the Capital Investment and New Jobs constitutes a valid public purpose for the expenditure of public funds and is the animating purpose for the COF Grant:

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement,¹ and other good and valuable consideration, the

receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree as follows.

Section 1. Definitions.

For the purposes of this Agreement, the following terms shall have the following definitions:

“Capital Investment” means a capital expenditure by or on behalf of the Company in taxable real property, taxable tangible personal property, or both, at the Facility. The purchase or lease of machinery and tools or furniture, fixtures, and business personal property, including under an operating lease, and expected building construction, expansion, improvement and up-fit by or on behalf of the Company will qualify as Capital Investment. The Capital Investment must be in addition to the capital improvements at the Facility as of September 1, 2023.

“Capital Investment Target” means that the Company has made or caused to be made and retained Capital Investments of at least \$14,850,000.

“Fund” means the Commonwealth’s Development Opportunity Fund.

“Maintain” means that the New Jobs will continue without interruption from the date of creation through the date that the level of achievement of the New Jobs Target is being tested, including the Performance Date. Positions for the New Jobs will be treated as Maintained during periods in which such positions are not filled due to (i) temporary reductions in the Company’s employment levels (so long as there is active recruitment for open positions), (ii) strikes, and (iii) other temporary work stoppages.

“New Job” means new permanent full-time employment of an indefinite duration at the Facility for which the standard fringe benefits are provided by the Company for the employee, and for which the Company pays an average annual wage of at least \$52,020. Average annual wage means the average annual salary of full-time positions at the Facility determined by dividing total payroll (of a type included in W-2 compensation) provided to full-time positions at the Facility by the number of full-time positions at the Facility. Each New Job must require a minimum of either (i) 35 hours of an employee’s time per week for the entire normal year of the Company’s operations, which “normal year” must consist of at least 48 weeks, or (ii) 1,680 hours per year. Seasonal or temporary positions, positions created when a job function is shifted from an existing location in the Commonwealth, and positions with construction contractors, vendors, suppliers and similar multiplier or spin-off jobs shall not qualify as New Jobs.

“New Jobs Target” means that the Company has created and Maintained at least 170 New Jobs.

“Performance Date” means December 31, 2027. If the Locality, in consultation with VEDP, deems that good faith and reasonable efforts have been made and are being made by the Company to achieve the Targets, on or before the Performance Date, the Locality may request an extension of the Performance Date by up to 15 months. Any extension of the Performance Date

shall require the prior approval of the Company and the Board of Directors of VEDP (the "Board"). If the Performance Date is extended, the Locality shall send written notice of the extension to the Authority, the Company and VEDP and the date to which the Performance Date has been extended shall be the "Performance Date" for the purposes of this Agreement.

"Performance Report" means a report to be filed by the Company in accordance with Section 5. The "Final Performance Report" is to be filed within 90 days after the Performance Date. As noted in Section 5, the Locality, the Authority and VEDP may each request a Performance Report at other dates prior to the Performance Date.

"Targets" means the Capital Investment Target and the New Jobs Target, all to be achieved as of the Performance Date.

"VCEDA" means the Virginia Coalified Economic Development Authority.

"Virginia Code" means the Code of Virginia of 1950, as amended.

Section 2. Targets; Statutory Criteria.

(a) *Targets:* The Company will construct, expand, equip, improve, and operate the Facility, and achieve the Targets.

(b) *Encouragement to Offer New Jobs to Residents of the Commonwealth:* The Locality, the Authority, and VEDP hereby strongly encourage the Company to ensure that at least 30% of the New Jobs are offered to "Residents" of the Commonwealth, as defined in Virginia Code Section 58.1-302. In pertinent part, that definition includes natural persons domiciled in Virginia or natural persons who, for an aggregate of more than 183 days of the year, maintained a place of abode within the Commonwealth, whether domiciled in the Commonwealth or not.

(c) *Prevailing Wage; Unemployment and Poverty Rates:* The average annual wage of the New Jobs of at least \$52,020 is more than the prevailing average annual wage in the Locality of \$45,303. The Locality is a high-unemployment locality, with an unemployment rate for 2022, which is the last year for which such data is available, of 3.6% as compared to the 2022 statewide unemployment rate of 2.9%. The Locality is a high-poverty locality, with a poverty rate for 2021, which is the last year for which such data is available, of 18.4% as compared to the 2021 statewide poverty rate of 10.3%.

(d) *Disclosure of Political Contributions:* The Company acknowledges that the name of the Company will be shared by VEDP with the Governor of Virginia, and any campaign committee or political action committee associated with the Governor. The Company acknowledges that within 18 months of the date of this Agreement, the Governor, his campaign committee, and his political action committee will submit to the Virginia Conflict of Interest and Ethics Advisory Council a report listing any contribution, gift, or other item with a value greater than \$100 provided by the Company to the Governor, his campaign committee, or his political action committee, respectively, during the period from the date of the Company's application for the COF Grant through the one-year period immediately after the date of this Agreement.

(e) *Support for Virginia's and Locality's Economic Development Efforts:* Recognizing that it is in the best interest of all parties for the Commonwealth and the Locality to achieve sustained economic growth, the parties will periodically engage with one another to advise on economic development strategies and initiatives for the Commonwealth and the Locality, such as promoting the attributes of the Commonwealth and the Locality as places to do business, or highlighting important industry trends and/or business development opportunities that the Commonwealth or the Locality may wish to pursue. Such engagement would include the Company's participation in occasional business retention and expansion visits from VEDP personnel, as deemed appropriate based on the project parameters and nature of the incentives provided to the Company.

(f) *Compliance with Environmental Laws:* The Company covenants to (i) comply in all material respects with any and all applicable federal, state and local laws and regulations relating to the protection of human health and safety, the environment or hazardous or toxic substances or wastes, pollutants or contaminants ("Environmental Laws") with respect to its operations at the Facility, (ii) receive all material permits, licenses or other approvals required of the Company under applicable Environmental Laws to conduct its business at the Facility, and (iii) remain in compliance with all material terms and conditions of any such permit, license or approval. If the Company fails to comply with this covenant and fails to rectify the noncompliance within 30 days of notice from VEDP, VEDP shall have the option to terminate this Agreement in accordance with Section 7.

Section 3. Disbursement of COF Grant.

(a) *General Provisions:* The disbursement of the COF Grant proceeds to the Company will serve as an inducement to the Company to achieve the Targets.

The COF Grant is to be allocated as 10% (\$70,000) for the Company's Capital Investment Target, and 90% (\$630,000) for the Company's New Jobs Target.

The statutory minimum requirements for a COF Grant in the Locality require that the Company (1) make or cause to be made and retained a Capital Investment of at least \$1,500,000 and (2) create and Maintain at least 15 New Jobs (the "Statutory Minimum Requirements").

The COF Grant proceeds shall be retained in the Fund until needed for disbursement or the COF Grant is withdrawn in accordance with the terms of this Agreement.

(b) *Disbursement of the COF Grant:* Within 90 days after the Performance Date, the Company will deliver the Final Performance Report. Through this report, the Company will provide notice and evidence satisfactory to the Locality, the Authority and VEDP of the amount of Capital Investments made or caused to be made and retained, and the number of New Jobs created and Maintained, by the Company as of the Performance Date. The Final Performance Report will be subject to verification by the Locality and VEDP.

Upon such verification, the amount of the COF Grant proceeds to be disbursed to the Company, if any, shall be determined as follows:

(i) *If Statutory Minimum Requirements Not Met:* If, as of the Performance Date, the Company has not achieved both of the Statutory Minimum Requirements, the Company will not receive any of the proceeds of the COF Grant.

(ii) *If Targets Met:* If, as of the Performance Date, the Company has achieved the Capital Investment Target and the New Jobs Target, the Company will receive all \$700,000 of the proceeds of the COF Grant.

(iii) *If Statutory Minimum Requirements Met, but Targets Not Met:* If, as of the Performance Date, the Company has achieved both of the Statutory Minimum Requirements, but has not achieved the full Capital Investment Target and the full New Jobs Target, the Company will qualify for a reduced disbursement of the COF Grant, reflecting a proportional amount of the Target or Targets for which there is a shortfall. For example, if as of the Performance Date, only \$13,365,000 of the Capital Investment has been retained (reflecting achievement of 90% of the Capital Investment Target), and only 128 New Jobs have been created and Maintained (reflecting achievement of 75% of the New Jobs Target), the Company will receive \$63,000 (reflecting 90% of the \$70,000 of the COF Grant allocated to the Capital Investment Target), plus \$472,500 (reflecting 75% of the \$630,000 of the COF Grant allocated to the New Jobs Target), for a total of \$535,500. These amounts reflect the percentages of the shortfall from the Capital Investment Target and the New Jobs Target, each such shortfall multiplied by the portion of the COF Grant proceeds available to the Company allocated to that Target.

Within 30 days after verification of the Final Performance Report, if any amount of COF Grant proceeds is available for disbursement to the Company, as determined in accordance with the foregoing calculations, VEDP will disburse that amount to the Locality. Within 30 days after receipt of such amount, the Locality will disburse such COF Grant proceeds to the Authority. Within 30 days after receipt of such amount, the Authority will disburse such COF Grant proceeds to the Company.

If any amount of COF Grant proceeds has not been earned by the Company, the amount not disbursed will be retained in the Fund and will be available for other economic development projects.

(c) *Use of the COF Grant Proceeds:* The Company will use the COF Grant proceeds to pay or reimburse the cost of construction or build-out of privately owned buildings for the Facility, as permitted by Section 2.2-115(D) of the Virginia Code.

Section 4. Break-Even Point; State and Local Incentives.

(a) *State-Level Incentives:* VEDP has estimated that the Commonwealth will reach its “break-even point” by the Performance Date. The break-even point compares new revenues realized as a result of the Capital Investment and New Jobs at the Facility with the Commonwealth’s expenditures on discretionary incentives, including but not limited to the COF Grant. With regard to the Facility, the Commonwealth expects to provide discretionary incentives in the following amounts:

<u>Category of Incentive:</u>	<u>Total Amount</u>
COF Grant	\$700,000
Virginia Talent Accelerator Program (“Virginia Talent Accelerator”) (Approximate Value)	488,000

The proceeds of the COF Grant shall be used for the purposes described in Section 3(c). The Virginia Talent Accelerator represents the value to the Company of workforce development services expected to be provided by VEDP to the Company for recruitment and training.

(b) *Local-Level Incentives:* The Locality, the Authority, and the VCEDA expect to provide the following incentives, as matching grants or otherwise, for the Facility by the Performance Date:

<u>Category of Incentive:</u>	<u>Total Amount</u>
Machinery and Tool, Real Estate, and Property Tax Rebates	\$811,593*
Accrued Building Interest Forgiveness	110,050

* Tax Rebates will be provided over a period of ten years; amount shown reflects amount rebated over five years.

If, by the Performance Date, the total value of all Local-Level Incentives disbursed or provided, or committed to be disbursed or provided, by the Locality to the Company is less than the \$700,000 COF Grant local match requirement, the Locality, subject to appropriation, shall make an additional grant to the Company of the difference promptly after Performance Date, so long as the Company has met its Targets.

The tax rebates and accrued building interest forgiveness will reflect cost savings to the Company.

(c) *Other Incentives:* This Agreement relates solely to the COF Grant. The qualification for, and payment of all State-Level Incentives and Local-Level Incentives, except for the COF Grant, will be governed by separate arrangements between the Company and the entities offering the other incentives.

Section 5. Company Reporting.

(a) *Performance Reporting:* The Company shall provide, at the Company’s expense, in the form attached hereto as Exhibit A, detailed Performance Reports satisfactory to the

Locality, the Authority and VEDP of the Company's progress on the Targets. The Performance Reports are due by each April 1, commencing April 1, 2025, reflecting the Company's progress toward the Targets as of the prior December 31. Further, the Company shall provide such Performance Reports at such other times as the Locality, the Authority or VEDP may require.

(b) *Final Performance Report:* The Company shall provide, at the Company's expense, in the form attached hereto as Exhibit B, a detailed Final Performance Report satisfactory to the Locality, the Authority and VEDP of the Company's achievement of the Targets as of the Performance Date. This Final Performance Report shall be filed within 90 days after the Performance Date.

Should the Company be unable to file the Final Performance Report within the 90-day timeframe, the Company may request a 60-day delay in filing the Final Performance Report. VEDP will require a \$3,000 fee, payable to VEDP, to process the request for the filing delay. Should the Company not file the Final Performance Report within the 90-day window nor request a filing delay (including payment of the required fee), or if the Company requests a filing delay but does not file the Final Performance Report prior to the new filing deadline, VEDP will withhold any COF Grant payment that might otherwise be due, and all rights of the Company under this Agreement will automatically terminate.

Section 6. Verification of Targets.

(a) *Verification of Capital Investment:* The Company hereby authorizes the Locality, including the Locality's Commissioner of the Revenue and Treasurer, to release to VEDP the Company's real estate tax, business personal property tax and machinery and tools tax information. Such information shall be marked and considered confidential and proprietary and shall be used by VEDP solely for verifying satisfaction of the Capital Investment Target. If the Locality, the Office of the Commissioner of the Revenue or the Office of the Treasurer should require additional documentation or consents from the Company to access such information, the Company shall promptly provide, at the Company's expense, such additional documentation or consents as the Locality or VEDP may request. In accordance with Virginia Code Section 58.1-3122.3, VEDP is entitled to receive the Company's real estate tax, business personal property tax and machinery and tools tax information from the Locality's Commissioner of the Revenue.

(b) *Verification of New Jobs and Wages:* The Company must submit a copy of its four most recent Employer's Quarterly Tax Reports (Form FC-20) with the Virginia Employment Commission with the Final Performance Report. The forms shall be marked and considered confidential and proprietary and shall be used by VEDP solely for verifying satisfaction of the New Jobs Target. In accordance with Virginia Code Section 60.2-114, VEDP is entitled to receive the Company's employment level and wage information from the Virginia Employment Commission.

The Company agrees that it will report to the Virginia Employment Commission with respect to its employees at a facility-level, rather than at the company-level.

(c) *Additional Documentation:* In addition to the verification data described above, in the sole discretion of the Locality, the Authority or VEDP, the Locality, the Authority or VEDP, may each require such other documentation or audits as may be required to properly verify the Capital Investment or New Jobs.

Section 7. Possible Termination of this Agreement and Redeployment of COF Grant Proceeds. If the Locality, the Authority or VEDP shall determine at any time prior to the Performance Date that the Company is unable or unwilling to meet and Maintain its Targets by and through the Performance Date, and if the Locality, the Authority or VEDP shall have promptly notified the Company of such determination, this Agreement will be terminated, no further disbursements of the COF Grant proceeds will be made to the Company, and the amount not disbursed will be retained in the Fund and made available for other economic development projects. Such a determination will be based on such circumstances as a filing by or on behalf of the Company under Chapter 7 of the U.S. Bankruptcy Code, the liquidation of the Company, an abandonment of the Facility by the Company, a failure to comply with the covenant provided in Section 2(f), or other similar significant event that demonstrates that the Company will be unable or is unwilling to satisfy the Targets for the COF Grant.

Section 8. Notices. Formal notices and communications between the parties shall be given either by (i) personal service, (ii) delivery by a reputable document delivery service that provides a receipt showing date and time of delivery, (iii) mailing utilizing a certified or first class mail postage prepaid service of the United States Postal Service that provides a receipt showing date and time of delivery, or (iv) delivery by electronic mail (email) with transmittal confirmation and confirmation of delivery, addressed as noted below. Notices and communications personally delivered or delivered by document delivery service shall be deemed effective upon receipt. Notices and communications mailed shall be deemed effective on the second business day following deposit in the United States mail. Notices and communications delivered by email shall be deemed effective the next business day, not less than 24 hours, following the date of transmittal and confirmation of delivery to the intended recipient. Such written notices and communications shall be addressed to:

if to the Company, to:

Tate Access Floors, Inc.
7510 Montevideo Rd.
Jessup, MD 20794
Email: dkennedy@tateinc.com
Attention: Daniel Kennedy, President

with a copy to:

_____, _____
Email: _____
Attention: _____

if to the Locality, to:

County of Russell, Virginia
137 Highland Dr, Suite A
Lebanon, VA 24266
Email: lonzo.lester@russellcountyva.us
Attention: Lonzo Lester, County
Administrator

with a copy to:

_____, _____
Email: _____
Attention: _____

if to the Authority, to:

Industrial Development Authority of Russell,
Virginia
c/o County of Russell, Virginia
133 Highland Dr, Suite B
Lebanon, VA 24266
Email: ernie@russellcountyida.org
Attention: Ernie McFaddin, Executive
Director _____

with a copy to:

County of Russell, Virginia

_____, _____
Email: _____
Attention: _____

if to VEDP, to:

Virginia Economic Development Partnership
One James Center, Suite 900
901 East Cary Street
Richmond, Virginia 23219
Email: ceo@vedp.org
Attention: President and CEO

with a copy to:

Virginia Economic Development Partnership
One James Center, Suite 900
901 East Cary Street
Richmond, Virginia 23219
Email: generalcounsel@vedp.org
Attention: General Counsel

Each party may change the address for service of notice upon it by a notice in writing to the other parties hereto.

Section 9. Miscellaneous.

(a) *Entire Agreement; Amendments:* This Agreement constitutes the entire agreement among the parties hereto as to the COF Grant and may not be amended or modified, except in writing, signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Company may not assign its rights and obligations under this Agreement without the prior written consent of the Locality, the Authority and VEDP.

(b) *Governing Law; Venue:* This Agreement is made, and is intended to be performed, in the Commonwealth and shall be construed and enforced by the laws of the Commonwealth. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court of the City of Richmond, and such litigation shall be brought only in such court.

(c) *Counterparts*: This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.

(d) *Severability*: If any provision of this Agreement is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

(e) *Attorney's Fees*: Attorney's fees shall be paid by the party incurring such fees.

(f) *Force Majeure*: Notwithstanding the foregoing provisions of this Agreement, if the Company does not achieve a Target or take any action required under this Agreement because of an "Event of Force Majeure" (as defined below), the time for achieving the applicable Target or taking such action will be extended day-for-day by the delay in meeting the applicable Target or taking such action caused by the Event of Force Majeure. "Event of Force Majeure" means without limitation, any of the following: acts of God; strikes, lockouts or other industrial disturbances; act of public enemies; orders of any kind of the government of the United States of America or of the Commonwealth or any of their respective departments, agencies, political subdivisions or officials, or any civil or military authority; insurrections; riots; epidemics; pandemics; landslides; lightning; earthquakes; fires; hurricanes; tornadoes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions; breakage or accident to machinery, transmission pipes or canals not caused by the Company; partial or entire failure of utilities; or any other cause or event not reasonably within the control of the Company.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have executed this Performance Agreement as of the date first written above.

COUNTY OF RUSSELL, VIRGINIA

By [Signature]
Name: James Lester
Title: County Administrator
Date: 1/2/24

**INDUSTRIAL DEVELOPMENT
AUTHORITY OF RUSSELL, VIRGINIA**

By [Signature]
Name: Ernest McFadden
Title: Executive Director
Date: 1/4/2024

TATE ACCESS FLOORS, INC.

By [Signature]
Name: Daniel Kennedy
Title: President
Date: 1/4/2024

**VIRGINIA ECONOMIC
DEVELOPMENT PARTNERSHIP
AUTHORITY**

DocuSigned by:
By [Signature]
Name: Jason El Koubi
Title: President & CEO
Date: 4/13/2024

Exhibit A: Performance Report Form
Exhibit B: Final Performance Report Form

Exhibit A

PERFORMANCE REPORT COMMONWEALTH'S DEVELOPMENT OPPORTUNITY FUND

PROJECT SUMMARY:

Project	
Location	
Amount of Grant	
Performance Reporting Period	
Performance Date	

PROJECT PERFORMANCE:

Performance Measurement	Target	As of _____	% Complete
New Jobs (over _____ baseline)			
Confidence level target will be reached by Performance Date shown above (check one)	High <input type="checkbox"/>	Moderate <input type="checkbox"/>	Low <input type="checkbox"/>
Capital Investment (provide breakdown below) ¹			
Confidence level target will be reached by Performance Date shown above (check one)	High <input type="checkbox"/>	Moderate <input type="checkbox"/>	Low <input type="checkbox"/>
Average Annual Wage			N/A
Confidence level target will be reached by Performance Date shown above (check one)	High <input type="checkbox"/>	Moderate <input type="checkbox"/>	Low <input type="checkbox"/>
Standard Fringe Benefits (check one)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A

¹ Data will be verified with locality records.

Capital Investment Breakdown	Amount
Land	\$
Land Improvements	
New Construction or Expansion	
Renovation or Building Up-fit	
Production Machinery and Tools	
Furniture, Fixtures and Equipment	
Other	
Total	\$

COMMENTS:

Discuss project status, including the current level of new jobs and capital investment, progress on targets, changes or likely changes in project's nature that may impact achievement of targets, and other information relevant to project performance. If the project is not on track to meet targets, please provide an explanation.

TO BE CERTIFIED BY AN OFFICER OF THE COMPANY:

I certify that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Company: _____

Submitted By: _____
Signature of Official

Name: _____
Print Name

Title: _____

Date: _____

Please return to:

Kim Ellett, Director of Compliance, Virginia Economic Development Partnership,
804.545.5618, kellett@vedp.org

Exhibit B

FINAL PERFORMANCE REPORT COMMONWEALTH'S DEVELOPMENT OPPORTUNITY FUND

PROJECT SUMMARY:

Project	
Location	
Amount of Grant	
Performance Date	

PROJECT PERFORMANCE:¹

Performance Measurement	Target	As of _____, 20__	% Complete
New Jobs (over ___ baseline) ²			
Capital Investment (provide breakdown below) ³			
Average Annual Wage			N/A
Standard Fringe Benefits			

¹Final, actual performance will be reported on VEDP's public reporting website.

² Attach the company's four most recent Quarterly Tax Reports (Form FC-20) filed with the Virginia Employment Commission.

³ Data will be verified using records from the Commissioner of the Revenue and invoices.

Capital Investment Breakdown	Amount
Land	\$
Land Improvements	
New Construction or Expansion	
Renovation or Building Up-fit	
Production Machinery and Tools	
Furniture, Fixtures and Equipment	
Other	
Total	\$

LOCAL MATCH:

Goal	
Actual	

COMMENTS:

Discuss Project status or the importance of the Project to the locality and region.

TO BE CERTIFIED BY AN OFFICER OF THE COMPANY:

I certify that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Company: _____

Submitted By: _____
Signature of Official

Name: _____
Print Name

Title: _____

Date: _____

Please return to:

Kim Ellett, Director of Compliance, Virginia Economic Development Partnership,
804.545.5618, kellyett@vedp.org

Russell County **Planning Commission** **By-Laws**

Contents

Article 1 – Authorization
Article 2 – Purpose
Article 3 – Membership
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Article 5 – Duties of Officers
Article 6 – Committees
Article 7 – Meetings
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Article 9 – Order of Business
Article 10 – Public Hearings
Article 11 – Amendments

Article 1 – Authorization

1-1 This planning commission is established in conformance with a resolution adopted by the Russell County Board of Supervisors, on _____; and in accord with the provision Section 15.1-427.1, Code of Virginia (1950), as amended.

1-2 The official title of this planning commission shall be “Russell County Planning Commission,” hereinafter referred to as the “Commission.”

Article 2 – Purpose

2-1 The purpose of the commission is to assist the Board of Supervisors in anticipating and guiding future development and change by preparing plans, ordinances, capital improvement programs, studies, reports, and other documents for consideration by the board.

Article 3 – Membership

3-1 The commission shall consist of (5) or seven (7), members appointed by the Board of Supervisors. All members shall be residents of Russell County and qualified by knowledge and experience to make decisions on questions of growth and development. At least one-half of the members shall be freeholders.

(a) One member shall be a member of the Board of Supervisors.

(b) An administrative official of the County may serve in a non-voting advisory capacity.

3-2 The term of office for the representative of the County shall be coextensive with his/her term of office, unless the County appoints another in his/her stead. The terms of the other original members shall be for one (1), two (2), three (3) and four (4) years. Subsequent members shall be appointed for terms of four (4) years.

3-3 Resignations must be submitted in writing to the Chairman. Any vacancy in membership shall be fulfilled by appointment of the County and shall be for the un-expired portion of the term only. The Commission may recommend candidates to the County for appointment to fill any vacancy.

3-4 Any member of the commission shall be eligible for reappointment.

3-5 Any member of the Commission may be removed by the Board of Supervisors for inefficiency, neglect of duty, or malfeasance in office. Three consecutive unexcused absences constitute neglect of duty.

3-6 The term of a Commission member shall expire immediately on the expiration date of their respective term.

3-7 The County may provide for the payment of expenses incurred by Commission members in the performance of their official duties and compensation for services.

Article 4 - Selection of Officers

4-1 Officers of the Commission shall consist of a chairman, vice-chairman, and secretary who shall be elected by the membership.

4-2 Nomination of officers shall be made from the floor at the regular July meeting each year. Election of officers shall follow immediately. A candidate receiving a majority vote of the entire membership shall be declared elected.

4-3 The term of office shall be for one (1) years or until a successor takes office.

4-4 Any vacancies in office shall be filled for the un-expired portion of the term by a majority vote of the entire membership.

Article 5 – Duties of Officers

5-1 The chairman shall be a member of the Commission and shall:

(a) Preside at all meetings.

(b) Appoint all committees.

- (c) Rule on all procedural questions (subject to reversal by a two-thirds (2/3) majority vote by the members present).
- (d) Report all official communications at the next regular Commission Meeting.
- (e) Certify all official documents involving the authority of the Commission.
- (f) Certify all minutes as true and correct copies.
- (g) Carry out other duties as assigned by the commission.

5-2 The vice chairman shall be a member of the Commission and shall act in the absence or inability of the Chairman to act, with the full powers of the chairman.

5-3 The secretary shall:

- (a) Record attendance at all meetings.
- (b) Record the minutes of the Commission meetings.
- (c) Notify all members of all meetings.
- (d) Maintain a file of all official Commission records and reports.
- (e) Certify all maps, records and reports of the Commission.
- (f) Give notice and be responsible for publishing public notices of all Commission public hearings and public meetings.
- (g) Attend to the correspondence necessary for the execution of the duties and functions of the Commission.
- (h) Have the authority to conduct meetings in the absence of both the Chairman and Vice-Chairman, when the requirements for a quorum are met.

Article 6 – Committees

6-1 The following committees may be appointed by the chairman to serve as needed.

- (a) Comprehensive Plan Committee: shall develop, update and revise the Comprehensive Plan and coordinate the work of other committees which relates to the overall plan development.

- (b) Land Use Committee: shall prepare and maintain an inventory of land uses within the County and be responsible for the preparation of land use maps.
- (c) Subdivision Committee: shall draft subdivision regulations and subsequent amendments, examine all subdivision applications, receive staff comment on them, and make recommendations on them to the Commission.

6-2 Special committees may be appointed by the chairman for purposes and terms approved by the Commission.

6-2 The chairman shall be an ex officio member of every committee.

Article 7 – Meetings

7-1 Regular meetings of the Commission shall be held on the third Monday of the month. Special meetings shall be called as needed. When a meeting date falls on a legal holiday observed by the County, the meeting shall be held on the day following unless otherwise designated by the Commission.

7-2 Special meeting may be called by the chairman or by two (2) members upon written request to the secretary. The secretary shall cause to be mailed to all members, at least five (5) days before a special meeting, a written notice giving the time, place and purpose of the meeting.

7-3 All meetings of the Commission shall be open to the public.

Article 8 – Voting

8-1 A majority of the Commission shall constitute a quorum.

8-2 No action of the Commission shall be valid unless authorized by a majority vote of those present.

Article 9—Order of Business

9-1 The order of business for a regular meeting shall be:

- (a) Call to order by the Chairman.
- (b) Roll Call.
- (c) Invocation.
- (d) Pledge of Allegiance.
- (e) Approval of Agenda.
- (f) Review and approval of Meeting minutes.
- (g) New Business.
- (h) Review of Plats.
- (i) Other Business.
- (j) Adjournment.

9-2 Parliamentary procedure in commission meetings shall be governed by Robert's Rules of Order.

9-3 The Commission shall keep a set of minutes of each meeting and these minutes shall become a public record. The secretary and chairman shall sign all minutes and at the end of the year, shall certify the minutes of the preceding year are a true and correct copy.

Article 10 – Public Hearings

10-1 In addition to those required by law, the Commission may hold public hearings on any matter which it deems to be in the public interest.

10-2 Unless otherwise prescribed by law, notice of a public hearing shall be published once a week for two (2) successive weeks, in a newspaper of general circulation in the area, at least ten (10) days before the day of the public hearing.

10-3 The chairman shall summarize the matter before the Commission, allow interested parties to address the Commission and accept written statements and other documentation pertinent to the matter before the Commission.

10-4 An accurate, written record shall be made of the proceedings of a public hearing and maintained as part of the Commission's files.

Article 11–Amendments

11-1 These by-laws may be amended by a majority vote of the entire membership not less than seven (7) days after the proposed amendment was presented and approved at a Commission meeting.

DRAFT

February 6, 1967

RUSSELL COUNTY PLANNING COMMISSION

WHEREAS, the Russell County Board of Supervisors desires to make a careful study of the resources, possibilities, and needs of the County and to make plans for the development of the County; and

WHEREAS, the Board of Supervisors is vested with the authority and power granted by Title 15.1, Chapter II, Articles 1 and 3, Code of Virginia 1950, as amended, to create a local planning commission to conduct the study and preparation of proposed comprehensive area plans, therefore, it is

RESOLVED, that the Russell County Board of Supervisors does hereby create the Russell County Planning Commission consisting of seven members and authorize the said Russell County Planning Commission to function as empowered in said section, Code of Virginia.

RESOLVED, that the following freeholders residing in Russell County are appointed to the Russell County Planning Commission for terms as indicated,

George W. Cozzolino ----- one year
E. D. Hilton ----- one year
A. B. Chafin ----- two years
Kenneth Mutter ----- three years
John S. Dorton ----- four years
Billy Ed Sample -----four years

Roy Smith, a member of the Russell County Board of Supervisors and whose term on the Planning Commission shall be co-extensive with his term of office on the Board of Supervisors.

(X) This motion offered by Mr. William Tate, and passed this
the 6th day of February 1967

, 1967

RESOLUTION OF RUSSELL COUNTY BOARD OF
SUPERVISORS

RUSSELL COUNTY PLANNING COMMISSION

WHEREAS, the Russell County Board of Supervisors by resolution dated February 6, 1967, recorded in Minute Book 10, page 122, created a Planning Commission for Russell County of Virginia, which is vested with the authorities and powers granted by Title 15.1, Chapter II, Code of Virginia, 1950; and

WHEREAS, the Russell County Planning Commission by resolution dated February 6, 1967, has determined the official comprehensive plans for the future development of water and sewer systems in Russell County, Virginia, should be prepared and desired to contract with the firm of Thompson and Litton for the preparation of such a plan; and

WHEREAS, there are no county funds available for use by the Planning Commission or the Board of Supervisors for the cost of the preparation of such a plan and the Board of Supervisors has been negotiating with the Farmers Home Administration, U. S. Department of Agriculture, for a grant of funds to be used for this purpose.

NOW, THEREFORE, BE IT RESOLVED:

1. That the County of Russell requests the Farmers Home Administration to make a grant of \$5,000.00 dollars to the county to be used to pay the cost of the comprehensive water and sewer plans.

2. That the County of Russell enter into a Grant Agreement with the Farmers Home Administration on the form required by that Agency and that the Chairman of the Board of Supervisors is hereby authorized and directed to execute such Agreement for and on behalf

3. That the Chairman of the Board of Supervisors is authorized to execute Forms FHA 400-1, 400-4 and any other forms Farmers Home Administration required in connection with the Grant Agreement.

DRAFT

Article 2. Local Planning Commissions.

§ 15.2-2210. Creation of local planning commissions; participation in planning district commissions or joint local commissions.

Every locality shall by resolution or ordinance create a local planning commission in order to promote the orderly development of the locality and its environs. In accomplishing the objectives of § 15.2-2200 the local planning commissions shall serve primarily in an advisory capacity to the governing bodies.

Any locality may participate in a planning district commission in accordance with Chapter 42 (§ 15.2-4200 et seq.) of this title or a joint local commission in accordance with § 15.2-2219.

1975, c. 641, § 15.1-427.1; 1997, c. 587.

§ 15.2-2211. Cooperation of local planning commissions and other agencies.

The planning commission of any locality may cooperate with local planning commissions or legislative and administrative bodies and officials of other localities so as to coordinate planning and development among the localities. The planning commission of any locality shall consult with the installation commander of any military installation that will be affected by potential development within the locality so as to reasonably protect the military installation against any adverse effects that might be caused by the development. Planning commissions may appoint committees and may adopt rules as needed to effect such cooperation. Planning commissions may also cooperate with state and federal officials, departments and agencies. Planning commissions may request from such departments and agencies, and such departments and agencies of the Commonwealth shall furnish, such reasonable information which may affect the planning and development of the locality.

Code 1950, § 15-961.1; 1962, c. 407, § 15.1-428; 1975, c. 641; 1997, c. 587; 2013, cc. 149, 213.

§ 15.2-2212. Qualifications, appointment, removal, terms and compensation of members of local planning commissions.

A local planning commission shall consist of not less than five nor more than fifteen members, appointed by the governing body, all of whom shall be residents of the locality, qualified by knowledge and experience to make decisions on questions of community growth and development; provided, that at least one-half of the members so appointed shall be owners of real property. The local governing body may require each member of the commission to take an oath of office.

One member of the commission may be a member of the governing body of the locality, and one member may be a member of the administrative branch of government of the locality. The term of each of these two members shall be coextensive with the term of office to which he has been elected or appointed, unless the governing body, at the first regular meeting each year, appoints others to serve as their representatives. The remaining members of the commission first appointed shall serve respectively for terms of one year, two years, three years, and four years, divided equally or as nearly equal as possible between the membership.

Subsequent appointments shall be for terms of four years each. The local governing bodies may establish different terms of office for initial and subsequent appointments including terms of office that are concurrent with those of the appointing governing body. Vacancies shall be filled by appointment for the unexpired term only.

Members may be removed for malfeasance in office. Notwithstanding the foregoing provision, a member of a local planning commission may be removed from office by the local governing body without limitation in the event that the commission member is absent from any three consecutive meetings of the commission, or is absent from any four meetings of the commission within any 12-month period. In either such event, a successor shall be appointed by the governing body for the unexpired portion of the term of the member who has been removed.

The local governing body may provide for compensation to commission members for their services, reimbursement for actual expenses incurred, or both.

Code 1950, §§ 15-901, 15-916, 15-963; 1956, cc. 282, 497; 1960, c. 309; 1962, c. 407, § 15.1-437; 1973, c. 160; 1974, c. 521; 1986, c. 208; 1988, c. 256; 1997, c. 587; 2006, c. 687.

§ 15.2-2213. Advisory members.

A member of a local planning commission may, with the consent of both governing bodies, serve as an advisory member of the local planning commission of a contiguous locality.

Code 1950, § 15-963.1; 1962, c. 407, § 15.1-438; 1997, c. 587.

§ 15.2-2214. Meetings.

The local planning commission shall fix the time for holding regular meetings. The commission, by resolution adopted at a regular meeting, may also fix the day or days to which any 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 members to attend the meeting. Such finding shall be communicated to the members and the press as promptly as possible. All hearings and other matters previously advertised for such meeting shall be conducted at the continued meeting and no further advertisement is required. The commission shall cause a copy of such resolution to be inserted in a newspaper having general circulation in the locality at least seven days prior to the first meeting held pursuant to the adopted schedule.

Commissions shall meet at least every two months. However, in any locality with a population of not more than 7,500, the commission shall be required to meet at least once each year.

Special meetings of the commission may be called by the chairman or by two members upon written request to the secretary. The secretary shall mail to all members, at least five days in advance of a special meeting, a written notice fixing the time and place of the meeting and the purpose thereof.

Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting, or if all members are present at the special meeting or file a written waiver of notice.

Code 1950, § 15-963.2; 1962, c. 407, § 15.1-439; 1990, c. 664; 1997, c. 587; 2003, c. 403.

§ 15.2-2215. Quorum majority vote.

A majority of the members shall constitute a quorum and no action of the local planning commission shall be valid unless authorized by a majority vote of those present and voting.

Code 1950, § 15-963.3; 1962, c. 407, § 15.1-440; 1974, c. 99; 1975, c. 641; 1997, c. 587.

§ 15.2-2216. Facilities for holding of meetings and preservation of documents; appropriations for expenses.

The governing body may provide the local planning commission with facilities for the holding of meetings and the preservation of plans, maps, documents and accounts, and may appropriate funds needed to defray the expenses of the commission.

Code 1950, § 15-963.4; 1962, c. 407, § 15.1-441; 1997, c. 587.

§ 15.2-2217. Officers, employees and consultants; expenditures; rules and records; special surveys.

The local planning commission shall elect from the appointed members a chairman and a vice-chairman, whose terms shall be for one year. If authorized by the governing body the commission may (i) create and fill such other offices as it deems necessary; (ii) appoint such employees and staff as it deems necessary for its work; and (iii) contract with consultants for such services as it requires. The expenditures of the commission, exclusive of gifts or grants, shall be within the amounts appropriated for such purpose by the governing body.

The commission shall adopt rules for the transaction of business and shall keep a record of its transactions which shall be a public record. Upon request of the commission, the governing body or other public officials may, from time to time, for the purpose of special surveys under the direction of the commission, assign or detail to it any members of the staffs of county or municipal administrative departments, or such governing body or other public official may direct any such department employee to make for the commission special surveys or studies requested by the local commission.

Code 1950, § 15-963.5; 1962, c. 407, § 15.1-442; 1997, c. 587.

§ 15.2-2218. County planning commission serving as commission of town.

The governing body of any town may designate, with the consent of the governing body of a contiguous county, by ordinance, the county planning commission as the local planning commission of the town.

A county commission designated as a town commission shall have all the powers and duties granted under this chapter to a local planning commission.

Any town designating a county commission as its local planning commission may contract annually to pay the county a proportionate part of the expenses properly chargeable for the planning service rendered the town, and any such payments may be appropriated to the county planning commission in addition to any funds budgeted for planning purposes.

Code 1950, §§ 15-900, 15-903, 15-963.6; 1950, p. 487; 1962, c. 407, § 15.1-443; 1997, c. 587.

§ 15.2-2219. Joint local planning commissions.

Any one or more adjoining or adjacent counties or municipalities including any municipality within any such county may by agreement provide for a joint local planning commission for any two or more of such counties and municipalities. The agreement shall provide for the number of members of the commission and how they shall be appointed, in what proportion the expenses of the commission shall be borne by the participating localities, and any other matters pertinent to the operation of the commission as the joint local planning commission for the localities. Any commission so created shall have, as to each participating locality, the powers and duties granted to and imposed upon local planning commissions under this chapter.

Code 1950, §§ 15-900, 15-903, 15-963.6; 1950, p. 487; 1962, c. 407, § 15.1-443; 1997, c. 587.

§ 15.2-2220. Duplicate planning commission authorized for certain local governments.

The Cities of Chesapeake and Hampton may by ordinance establish a duplicate planning commission solely for the purpose of considering matters arising from the provisions of the Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.). Sections 15.2-2210 through 15.2-2222 shall apply to the commission, mutatis mutandis.

The procedure, timing requirements and appeal to the circuit court set forth in §§ 15.2-2258 through 15.2-2261 shall apply to the considerations of this commission, mutatis mutandis.

To distinguish the planning commission authorized by this section from planning commissions required by § 15.2-2210, the commission established hereunder shall have the words "Chesapeake Bay Preservation" in its title.

The governing body of a city that establishes a commission pursuant to this section, in its sole discretion by ordinance, may abolish the duplicate planning commission.

1993, c. 738, § 15.1-502.1; 1997, c. 587; 2007, c. 813.

§ 15.2-2221. Duties of commissions.

To effectuate this chapter, the local planning commission shall:

1. Exercise general supervision of, and make regulations for, the administration of its affairs;
2. Prescribe rules pertaining to its investigations and hearings;
3. Supervise its fiscal affairs and responsibilities, under rules and regulations as prescribed by the governing body;
4. Keep a complete record of its proceedings; and be responsible for the custody and preservation of its papers and documents;
5. Make recommendations and an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction;
6. Prepare, publish and distribute reports, ordinances and other material relating to its activities;
7. Prepare and submit an annual budget in the manner prescribed by the governing body of the county or municipality; and
8. If deemed advisable, establish an advisory committee or committees.

Code 1950, § 15-963.7; 1962, c. 407, § 15.1-444; 1997, c. 587.

§ 15.2-2222. Expenditures; gifts and donations.

The local planning commission may expend, under regular local procedure as provided by law, sums appropriated to it for its purposes and activities.

A locality may accept gifts and donations for commission purposes. Any moneys so accepted shall be deposited with the appropriate governing body in a special nonreverting commission fund to be available for expenditure by the commission for the purpose designated by the donor. The disbursing officer of the locality may issue warrants against such special fund only upon vouchers signed by the chairman and the secretary of the commission.

Code 1950, §§ 15-905, 15-917, 15-963.8; 1962, c. 407, § 15.1-445; 1997, c. 587.

§ 15.2-2222.1. Coordination of state and local transportation planning.

A. 1. Prior to adoption of any comprehensive plan pursuant to § 15.2-2223, any part of a comprehensive plan pursuant to § 15.2-2228, or any amendment to any comprehensive plan as described in § 15.2-2229, the locality shall submit such plan or amendment to the Department of Transportation for review and comment if the plan or amendment will substantially affect transportation on state-controlled highways as defined by regulations promulgated by the Department. The Department's comments on the proposed plan or amendment shall relate to plans and capacities for construction of transportation facilities affected by the proposal.

2. If the submitting locality is located within Planning District 8, the Department of Transportation shall also determine the extent to which the proposed plan or amendment will increase traffic congestion or, to the extent feasible, reduce the mobility of citizens in the event of a homeland security emergency and shall include such information as part of its comments on the proposed plan or amendment. In making such determination, the Department shall specify by name and location any transportation facility within the scope of the review specified in subdivision 1 having a functional classification of minor arterial or higher for which an increase in traffic volume is expected to exceed the capacity of the facility as a result of the proposed plan or amendment. Such information shall be provided concurrently to the submitting locality and the Northern Virginia Transportation Authority. Further to the extent that such information is readily available, the Department shall also include in its comments an assessment of the measures and estimate of the costs necessary to mitigate or ameliorate the congestion or reduction in mobility attributable to the proposed plan or amendment.

3. Within 30 days of receipt of such proposed plan or amendment, the Department may request, and the locality shall agree to, a meeting between the Department and the local planning commission or other agent to discuss the plan or amendment, which discussions shall continue as long as the participants may deem them useful. The Department shall make written comments within 90 days after receipt of the plan or amendment, or by such later deadline as may be agreed to by the parties in the discussions.

B. Upon submission to, or initiation by, a locality of a proposed rezoning under § 15.2-2286, 15.2-2297, 15.2-2298, or 15.2-2303, the locality shall submit the proposal to the Department of Transportation within 10 business days of receipt thereof if the proposal will substantially affect transportation on state-controlled highways. Such application shall include a traffic impact statement if required by local ordinance or pursuant to regulations promulgated by the Department. Within 45 days of its receipt of such traffic impact statement, the Department shall either (i) provide written comment on the proposed rezoning to the locality or (ii) schedule a meeting, to be held within 60 days of its receipt of the proposal, with the local planning commission or other agent and the rezoning applicant to discuss potential modifications to the proposal to address any concerns or deficiencies. The Department's comments on the proposed rezoning shall be based upon the comprehensive plan, regulations and guidelines of the Department, engineering and design considerations, any adopted regional or statewide plans, and short-term and long-term traffic impacts on and off site. If the locality is in Planning District 8, the Department's review shall specify by name and location any transportation facility within the scope of the review specified in subdivision A 1 having a functional classification of minor arterial or higher for which an increase in traffic volume is expected to exceed the capacity of the facility as a result of the proposed plan or amendment. The Department shall complete its initial review of the rezoning proposal within 45 days, and its final review within 120 days, after it receives the rezoning proposal from the locality. Notwithstanding the foregoing provisions of this subsection, such review by the Department shall be of a more limited nature and scope in cases of rezoning a property consistent with a local comprehensive plan that has already been reviewed by the Department as provided in this section.

C. If a locality has not received written comments within the timeframes specified in subsection B, the locality may assume that the Department has no comments.

D. The review requirements set forth in this section shall be supplemental to, and shall not affect, any requirement for review by the Department of Transportation or the locality under any other provision of law. Nothing in this section shall be deemed to prohibit any additional consultations concerning land development or transportation facilities that may occur between the Department and localities as a result of existing or future administrative practice or procedure, or by mutual agreement.

E. The Department shall impose fees and charges for the review of applications, plans and plats pursuant to subsections A and B, and such fees and charges shall not exceed \$1,000 for each review. However, no fee shall be charged to a locality or other public agency. Furthermore, no fee shall be charged by the Department to a citizens' organization or neighborhood association that proposes comprehensive plan amendments through its local planning commission or local governing body.

2006, cc. 527, 563; 2007, c. 792; 2010, c. 121; 2011, cc. 647, 888; 2012, c. 770; 2014, c. 766; 2016, c. 370; 2017, c. 536.

5/8/202



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Proclamation

Building Safety Month — May 2024

Whereas our County is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

Whereas these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas "Mission Possible," the theme for Building Safety Month 2024, encourages us all to raise awareness about building safety on a personal, local and global scale, and;

Whereas each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, _____, County Administrator of

Russell County

_____, do hereby proclaim the month of May 2024 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

Signature



Appalachian Agency
for Senior Citizens
Respect • Response • Results

April 19, 2024
Russell County Board of Supervisors
PO Box 1208, Lebanon, VA 24266

Dear Russell County Board of Supervisors,

Every May, the Administration for Community Living (ACL) leads the charge in celebrating Older Americans Month. This is a time for us to acknowledge the contributions and achievements of older adults. We understand that communities benefit when people of all ages, abilities and backgrounds have the opportunity to participate and live independently.

This year, the theme is *Powered by Connection*, which recognizes the immense influence that older adults have on every facet of American society. I humbly request that the Board of Supervisors issue the attached proclamation as a way of honoring our older citizens in Russell County. Thank you for your support of aging services.

Sincerely,

Brian Beck
CEO
Appalachian Agency for Senior Citizens, Inc. (AASC)

Older Americans Month 2024

A PROCLAMATION

Whereas, May is Older Americans Month, a time for us to recognize and honor Russell County older adults and their immense influence on every facet of American society; and

Whereas, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

Whereas, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and

Whereas, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

Whereas, Russell County must ensure that older Americans have the resources and support needed to stay involved in their communities — reflecting our commitment to inclusivity and connectedness; and

Now, therefore, the Board of Supervisors of Russell County does hereby proclaim May 2024 as Older Americans Month. This year's theme, "Powered by Connection," emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

We call upon all residents to join me in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion, and support for older adults.

Dated this _____ day of _____, 2024
Russell County Board of Supervisors
_____, Chairperson



POWERED BY CONNECTION: MAY 2024

RUSSELL COUNTY BOARD OF SUPERVISORS

Lebanon, Virginia 24266, Phone: 276-889-8000 / Fax: 276-889-8011

P u r c h a s e O r d e r

No. 5072

TO: Verizon
Attn: Jonathon Terry
Engineering Department
PO Box 2137
Lebanon, VA 24266

SHIP TO: Russell County Board of Supervisors
137 Highland Drive, Suite A
Lebanon, VA 24266

Sole Source Quote

PAYMENT BY

Check		Amt. enclosed	
Credit card		Card type	
		Card number	
On account		Account no.	
COD			
Tax exempt	x	Exemption no.	54-6001589

Order/requisition number	
Will you accept substitutions?	
Will you accept backorders?	
Ship via	
FOB destination	
Date processed	April 25, 2024

Payment Policy: Net 30 Days

ITEM NO.	DESCRIPTION	UNIT	QTY.	UNIT COST	TOTAL AMOUNT
	Reroute pole line at Frosty Rd and US Hwy 58 Alt for construction of the Heart of Appalachian Welcome Center See attachment A) CWO# 4A0Q0AF				
	Material Charges:				\$111,195.16
	Construction/Labor Charges:				\$19,063.99
	Engineering Charges:				\$7,538.80

Lonzo Lester, Jr.

Lonzo Lester, Russell County Administrator

SUBTOTAL	\$137,797.95
Shipping charges	
Handling charges	
Insurance	
TOTAL DUE	\$137,797.95



Date: February 15, 2024

To: Heart of Appalachia Tourism Authority
3028 Fourth Avenue
Market Square
Saint Paul, VA 24283
Attention: Mr. David Woodard, Executive Director

Re: 4A0Q0AF

Dear Mr. Woodard,

This is in response to your request for Verizon to perform the following work: *Reroute pole line at Frosty Rd and US Hwy 58 Alt for construction of Heart of Appalachia Welcome Center.*

We have estimated that the cost of this work effort will be \$ 137,797.95

A breakdown of this cost estimate is attached as Attachment A. A sketch of the proposed work is attached as Attachment B. This is the amount of the advance payment that you will be required to make.

If you request changes to the job after work has commenced, then you will be billed the total actual costs for the total project. If you ask, Verizon will provide an estimated cost for the changes requested.

Upon job completion, you will be issued either: (1) a refund without interest if the actual costs were less than the advance payment by more than \$50.00 and you did not request any changes to the work after it commenced or (2) an invoice, if the final actual costs exceed the advance payments received and you requested any changes after construction work commenced or (3) Not be required to pay for additional costs if the actual costs exceeded the advance payments and there were no subsequent changes requested by you.

If you agree to these terms, please sign below and forward this signed letter agreement with payment to:

Verizon
Attn: Jonathan Terry
Engineering Department
P.O. Box 2137
Lebanon, VA 24266

If you are signing for a company or other entity, then by signing below, you warrant that you are authorized to bind the company or entity to the terms of this letter agreement.

Upon receipt of your signed agreement the documentation will be forwarded to our billing center, which will send detailed instructions for making the advance payment. Your work order will be released for scheduling with our Construction Department once the advance payment is received.

Verizon shall not be responsible to the extent its performance is delayed or prevented due to causes beyond its control, including but not limited to acts of God or the public enemy, terrorism, civil commotion, embargo, acts of government, any law, order, ordinance, regulation, or requirement of any government, fires, explosions, weather, quarantine, strikes, labor disputes, lockouts, and other causes beyond the reasonable control of Verizon.

Should you have any questions or concerns regarding these terms, please contact me at 276-207-0840.

Please be advised that the price estimate quoted above is only valid for ninety (90) days from the date of this letter. If this work request is cancelled after you have signed the agreement, you will be billed for any



Engineering and Construction cost incurred after the date of signature that may include the cost to place and/or remove facilities.

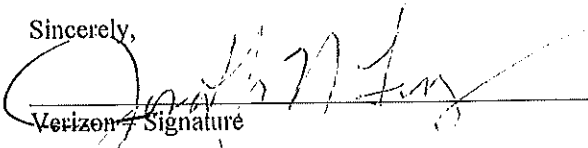
If we do not receive this signed agreement and your full advance payment within this ninety (90) day period, we will assume that you do not want the work to be undertaken and the project will be cancelled.

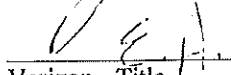
The work will be completed during Verizon's normal work week. Assuming no unforeseen changes in workload and absent unforeseen circumstances, Verizon estimates that the work to be completed by the checked scenario below.

☐ For jobs LESS than \$50k, work will completed within 90 days after receipt of the full advance payment, signed letter of intent, and notification by the customer of completion, and Verizon acceptance, of customer performed preconstruction work.

☒ For jobs MORE than \$50k, work will commence within 75 days after receipt of the full advance payment, signed letter of intent, and notification by the customer of completion, and Verizon acceptance, of customer-performed preconstruction work. The completion date for these jobs will be negotiated by Verizon with the customer.

Sincerely,


Verizon Signature


Verizon - Title

I agree to the terms of this agreement:

Accepted (Signature): _____

Print Name & Title:

Company:

Billing Address:

Telephone #:

Date:

ATTACHMENT A

CWO# 4A0Q0AF

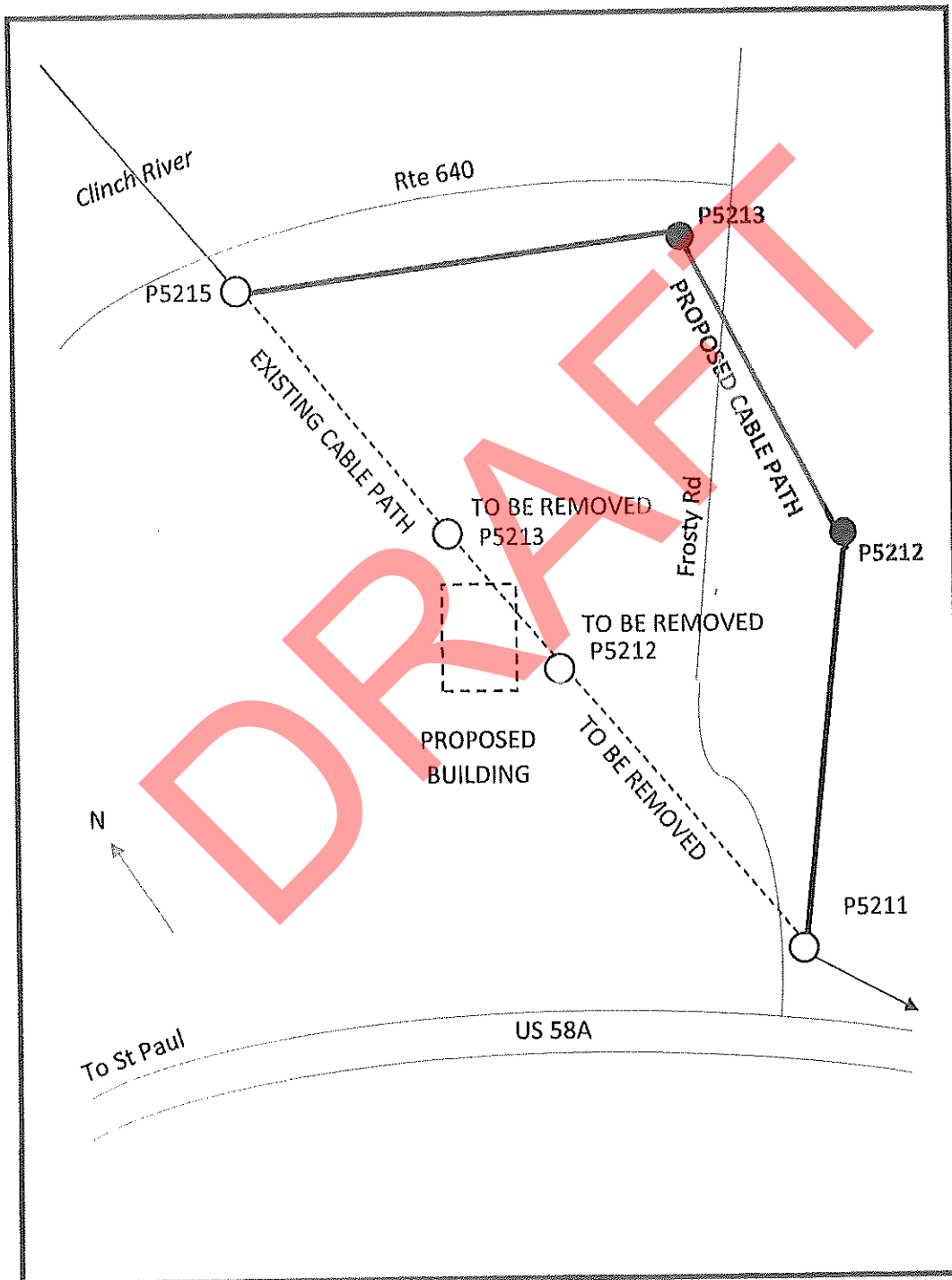
MATERIAL CHARGES:	\$111,195.16
CONSTRUCTION/LABOR CHARGES:	\$ 19,063.99
ENGINEERING CHARGES:	\$ 7,538.80
 TOTAL:	 \$ 137,797.95

DRAFT

ATTACHMENT B

CWO# 4A0Q0AF

SKETCH



ATTACHMENT B
General Terms and Conditions

- A. **VENDORS MANUAL:** This solicitation is subject to the provisions of the Commonwealth of Virginia *Vendors Manual* and any changes or revisions thereto, which are hereby incorporated into this contract in their entirety. The procedure for filing contractual claims is in section 7.19 of the *Vendors Manual*. A copy of the manual is normally available for review at the purchasing office and is accessible on the Internet at www.eva.virginia.gov under "Vendors Manual" on the vendors tab.
- B. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The agency and the contractor are encouraged to resolve any issues in controversy arising from the award of the contract or any contractual dispute using Alternative Dispute Resolution (ADR) procedures (*Code of Virginia*, § 2.2-4366). ADR procedures are described in Chapter 9 of the *Vendors Manual*. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.
- C. **ANTI-DISCRIMINATION:** By submitting their proposals, offerors certify to the Commonwealth that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).
1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any 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, will 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 these requirements.
 2. The contractor will include the provisions of #1 in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- D. **ETHICS IN PUBLIC CONTRACTING:** By submitting its proposal, offerors certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other offeror, supplier, manufacturer or subcontractor in connection with their (bid/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.

ATTACHMENT B
General Terms and Conditions

- E. **IMMIGRATION REFORM AND CONTROL ACT OF 1986:** By entering into a written contract with the Commonwealth of Virginia, the Contractor certifies that the Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- F. **DEBARMENT STATUS:** By submitting their proposals, offerors certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.
- G. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the Commonwealth of Virginia all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Commonwealth of Virginia under said contract.
- H. **MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS FOR IFBs AND RFPs**

Failure to submit a proposal on the official state form provided for that purpose may be a cause for rejection of the proposal. Modification of or additions to the General Terms and Conditions of the solicitation may be cause for rejection of the proposal; however, the Commonwealth reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a proposal.

- I. **CLARIFICATION OF TERMS:** If any prospective offeror has questions about the specifications or other solicitation documents, the prospective offeror should contact the buyer whose name appears on the face of the solicitation before the due date specified on the RFP. Any revisions to the solicitation will be made only by addendum issued by the buyer.
- J. **PAYMENT:**
1. **To Prime Contractor:**
 - a. Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).
 - b. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 30 days, however.
 - c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
 - d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
 - e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be

ATTACHMENT B
General Terms and Conditions

unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the Commonwealth shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia*, § 2.2-4363).

2. To Subcontractors:

a. A contractor awarded a contract under this solicitation is hereby obligated:

- (1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the Commonwealth for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
- (2) To notify the agency and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.

b. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the Commonwealth, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Commonwealth.

3. Each prime contractor who wins an award in which provision of a SWAM procurement plan is a condition to the award, shall deliver to the contracting agency or institution, on or before request for final payment, evidence and certification of compliance (subject only to insubstantial shortfalls and to shortfalls arising from subcontractor default) with the SWAM procurement plan. Final payment under the contract in question may be withheld until such certification is delivered and, if necessary, confirmed by the agency or institution, or other appropriate penalties may be assessed in lieu of withholding such payment.

4. The Commonwealth of Virginia encourages contractors and subcontractors to accept electronic and credit card payments.

K. **PRECEDENCE OF TERMS:** The following General Terms and Conditions *VENDORS MANUAL*, APPLICABLE LAWS AND COURTS, ANTI-DISCRIMINATION, ETHICS IN PUBLIC CONTRACTING, IMMIGRATION REFORM AND CONTROL ACT OF 1986, DEBARMENT STATUS, ANTITRUST, MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS, CLARIFICATION OF TERMS, PAYMENT shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.

L. **QUALIFICATIONS OF OFFERORS:** The Commonwealth may make such reasonable investigations as deemed proper and necessary to determine the ability of the offeror to perform the services/furnish the goods and the offeror shall furnish to the Commonwealth all such information and data for this purpose as may be requested. The Commonwealth reserves the right to inspect Offeror's physical facilities prior to award to satisfy questions regarding the Offeror's capabilities. The Commonwealth further reserves the right to reject any proposal if the evidence submitted by, or investigations of, such offeror fails to satisfy the

ATTACHMENT B
General Terms and Conditions

Commonwealth that such offeror is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.

- M. **TESTING AND INSPECTION:** The Commonwealth reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specifications.
- N. **ASSIGNMENT OF CONTRACT:** A contract shall not be assignable by the contractor in whole or in part without the written consent of the Commonwealth.
- O. **CHANGES TO THE CONTRACT:** Changes can be made to the contract in any of the following ways:
1. The parties may agree in writing to modify the terms, conditions, or scope of the contract. Any additional goods or services to be provided shall be of a sort that is ancillary to the contract goods or services, or within the same broad product or service categories as were included in the contract award. Any increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
 2. The Purchasing Agency may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt, unless the contractor intends to claim an adjustment to compensation, schedule, or other contractual impact that would be caused by complying with such notice, in which case the contractor shall, in writing, promptly notify the Purchasing Agency of the adjustment to be sought, and before proceeding to comply with the notice, shall await the Purchasing Agency's written decision affirming, modifying, or revoking the prior written notice. If the Purchasing Agency decides to issue a notice that requires an adjustment to compensation, the contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Purchasing Agency a credit for any savings. Said compensation shall be determined by one of the following methods:
 - a. By mutual agreement between the parties in writing; or
 - b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the Purchasing Agency's right to audit the contractor's records and/or to determine the correct number of units independently; or
 - c. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Purchasing Agency with all vouchers and records of expenses incurred and savings realized. The Purchasing Agency shall have the right to audit the records of the contractor as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Purchasing Agency within thirty (30) days from the date of receipt of the written order from the Purchasing Agency. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract or, if there is none, in accordance with the disputes provisions of the Commonwealth of Virginia *Vendors Manual*. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the contractor from promptly complying with the changes ordered by the Purchasing Agency or with the performance of the contract generally.

ATTACHMENT B
General Terms and Conditions

- P. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Commonwealth, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Commonwealth may have.
- Q. **TAXES:** Sales to the Commonwealth of Virginia are normally exempt from State sales tax. State sales and use tax certificates of exemption, Form ST-12, will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. The Commonwealth's excise tax exemption registration number is 54-73-0076K.
- R. **USE OF BRAND NAMES:** Unless otherwise provided in this solicitation, the name of a certain brand, make or manufacturer does not restrict offerors to the specific brand, make or manufacturer named, but conveys the general style, type, character, and quality of the article desired. Any article which the public body, in its sole discretion, determines to be the equivalent of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The offeror is responsible to clearly and specifically identify the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the Commonwealth to determine if the product offered meets the requirements of the solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding only the information furnished with the bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid nonresponsive. Unless the offeror clearly indicates in its proposal that the product offered is an equivalent product, such proposal will be considered to offer the brand name product referenced in the solicitation.
- S. **TRANSPORTATION AND PACKAGING:** By submitting their proposals, all offerors certify and warrant that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.
- T. **INSURANCE:** By signing and submitting a bid or proposal under this solicitation, the bidder or Offeror certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The bidder or Offeror further certifies that the contractor and any subcontractors will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the Commonwealth of increases in the number of employees that change their workers' compensation requirements under the *Code of Virginia* during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.
3. Commercial General Liability - \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The Commonwealth of Virginia must be named as an additional insured and so endorsed on the policy.

ATTACHMENT B
General Terms and Conditions

4. Automobile Liability - \$1,000,000 combined single limit. (Required only if a motor vehicle not owned by the Commonwealth is to be used in the contract. Contractor must assure that the required coverage is maintained by the Contractor (or third party owner of such motor vehicle.)

<u>Profession/Service</u>	<u>Limits</u>
Accounting	\$1,000,000 per occurrence, \$3,000,000 aggregate
Architecture	\$2,000,000 per occurrence, \$6,000,000 aggregate
Asbestos Design, Inspection or Abatement Contractors	\$1,000,000 per occurrence, \$3,000,000 aggregate
Health Care Practitioner (to include Dentists, Licensed Dental Hygienists, Optometrists, Registered or Licensed Practical Nurses, Pharmacists, Physicians, Podiatrists, Chiropractors, Physical Therapists, Physical Therapist Assistants, Clinical Psychologists, Clinical Social Workers, Professional Counselors, Hospitals, or Health Maintenance Organizations.)	\$2,150,000 per occurrence, \$3,000,000 aggregate
Insurance/Risk Management	\$1,000,000 per occurrence, \$3,000,000 aggregate
Landscape/Architecture	\$1,000,000 per occurrence, \$1,000,000 aggregate
Legal	\$1,000,000 per occurrence, \$5,000,000 aggregate
Professional Engineer	\$2,000,000 per occurrence, \$6,000,000 aggregate
Surveying	\$1,000,000 per occurrence, \$1,000,000 aggregate

- U. **ANNOUNCEMENT OF AWARD:** Upon the award or the announcement of the decision to award a contract as a result of this solicitation, the purchasing agency will publicly post such notice on the DGS/DPS eVA VBO (www.eva.virginia.gov) for a minimum of 10 days.
- V. **DRUG-FREE WORKPLACE:** During the performance of this contract, the 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, 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.

- W. **NONDISCRIMINATION OF CONTRACTORS:** A bidder, Offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the bidder or Offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

ATTACHMENT B
General Terms and Conditions

- X. **eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION, CONTRACTS, AND ORDERS:** The eVA Internet electronic procurement solution, website portal www.eVA.virginia.gov, streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet eprocurement solution by completing the free eVA Vendor Registration. All bidders or Offerors must register in eVA and pay the Vendor Transaction Fees specified below; failure to register will result in the bid/proposal being rejected.

Vendor transaction fees are determined by the date the original purchase order is issued and the current fees are as follows:

For orders issued January 1, 2014 and after, the Vendor Transaction Fee is:

(i) VASBSD-certified Small Businesses: 1%, capped at \$500 per order.

(ii) Businesses that are not VASBSD-certified Small Businesses: 1%, capped at \$1,500 per order.

The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.

- Y. **AVAILABILITY OF FUNDS:** It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.
- Z. **SET-ASIDES.** This solicitation is set-aside for VASBSD-certified small business participation only when designated "SET-ASIDE FOR SMALL BUSINESSES" in the solicitation. VASBSD-certified small businesses are those businesses that hold current small business certification from the Virginia Department of Minority Business Enterprise. This shall not exclude VASBSD-certified women-owned and minority-owned businesses when they have received the VASBSD small business certification. For purposes of award, bidders/Offerors shall be deemed small businesses if and only if they are certified as such by VASBSD on the due date for receipt of bids/proposals.
- AA. **BID PRICE CURRENCY:** Unless stated otherwise in the solicitation, bidders/Offerors shall state bid/offer prices in US dollars.
- BB. **AUTHORIZATION TO CONDUCT BUSINESS IN THE COMMONWEALTH:** A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the *Code of Virginia* or as otherwise required by law. Any business entity described above that enters into a contract with a public body pursuant to the *Virginia Public Procurement Act* shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract. A public body may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.
- CC. **HIPAA / BUSINESS ASSOCIATE REQUIREMENTS:** Since the performance under this Agreement involves or requires the disclosure of "Individually Identifiable Health Information" or "Electronic PHI" (as those terms are defined by the Health Insurance Portability and Accountability Act "HIPAA", any Contractor awarded a contract as a result of this RFP shall be required to enter into a HIPAA Business Associate Agreement with the Contracting Agency prior to the provision of services.

CSA Supplemental Request for Funding

1 message

Rutledge, Olivia (VDSS) <Olivia.Rutledge@dss.virginia.gov>

Thu, Apr 18, 2024 at 3:20 PM

To: "Lester, Lonzo" <lonzo.lester@russellcountyva.us>

Cc: Rhonda Lester <rhonda.lester@russellcountyva.us>

Good afternoon, Lonzo. On Tuesday, April 23rd, I will be presenting the attached Supplemental Request for Funding to CPMT for approval. I wanted to go ahead and send you a copy for your review, as well as the projections that you requested. There are currently 75 children open to CSA, with a few upcoming CMCSB referrals, and they are more frequently being placed into residential programs, for which the expenses cannot be offset by IV-E funds. Our community-based services expenditures have risen significantly, mostly due to costly assessments mandated for children and parents, as well as an Independent Living program and a potential Virtual Residential Program.

I'll bring you the request again once CPMT has approved so it can be brought to the Board of Supervisors.

Thank you,

Olivia Rutledge,

CSA Program Coordinator

Russell County Department of Social Services

p. 276-883-5243

f. 276-889-2662

PO Box 1207 Lebanon, VA 24266



2 attachments



RCCSA Supplement Request 4-18-24.pdf

905K



Supplement Request 05-24.xlsx

16K

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Page 1 - CSA Supplemental Allocation Request Form — FY24

Date Created: 4/18/2024

Locality(FIPS): Russell (167)

Base Rate: 0.1894

Date Printed: 4/18/2024

Contact Person: Olivia Rutledge (olivia.rutledge@dss.virginia.gov)

of Supplement Requested: 2

We certify that the information provided in this request for a supplemental allocation is accurate, and that the costs within the request were unanticipated and are required costs for specific mandated children pursuant to Section 2.2-5211.C of the Children's Services Act. All cases have been assessed, where required, by the Family Assessment and Planning Team and comply with the provisions of the Code of Virginia, the CSA Manual, and the Appropriations Act. The Supplement Request calculation is based on the locality's local match rate for each expenditure code at the time of the supplement request creation.

THIS REQUEST IS FOR FISCAL YEAR FY24

		Local Match Rate	Actual FY24 Mandated Net Expenditure (*Excludes Pended Pool Report) (a)	Projected FY24 Additional Expenditure (b)	Total FY24 Actual+Projected Expenditure (a + b = c)	Local Share FY FY24 Actual+Projected Expenditure (c * local match rate = d)	State Share FY FY24 Actual+Projected Expenditure (c - d = e)
1. CONGREGATE CARE / MANDATED RESIDENTIAL SERVICES							
1a.	Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	0.2367	\$0.00	0	\$0.00	\$0.00	\$0.00
1b.	Foster Care - all others in Licensed Residential Congregate Care	0.2367	\$299,229.43	209000	\$508,229.43	\$120,297.91	\$387,931.52
1c.	Residential Congregate Care - CSA Parental Agreements ; DSS Noncustodial Agreements	0.2367	\$0.00	0	\$0.00	\$0.00	\$0.00
1e.	Educational Services - Congregate Care	0.1894	\$110,084.08	71000	\$181,084.08	\$34,297.32	\$146,786.76
I	CONGREGATE CARE / MANDATED RESIDENTIAL SERVICES SUBTOTAL (Sum of lines 1a+1b+1c+1e)		\$409,313.51	\$280,000.00	\$689,313.51	\$154,595.23	\$534,718.28
2. OTHER MANDATED SERVICES							
2a.	Treatment Foster Care - IV-E	0.1894	\$550,744.88	180000	\$730,744.88	\$138,403.08	\$592,341.80
2a.1	Treatment Foster Care	0.1894	\$789,435.21	431000	\$1,220,435.21	\$231,150.43	\$989,284.78
2a.2	Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2b	Specialized Foster Care - IV-E; Community Based Services	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2b.1	Specialized Foster Care	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2c.	Family Foster Care - IV-E; Community Based Services	0.0947	\$0.00	0	\$0.00	\$0.00	\$0.00
2d.	Family Foster Care Maintenance only	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living Stipend/Arrangements	0.1894	\$16,759.32	62000	\$78,759.32	\$14,917.02	\$63,842.30
2e1.	State Kinship Guardianship	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2e2.	Federal Kinship Guardianship	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
2f.	Community - Based Services	0.0947	\$19,709.16	11000	\$30,709.16	\$2,908.16	\$27,801.00
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	0.0947	\$0.00	0	\$0.00	\$0.00	\$0.00
2g	Special Education Private Day Placement	0.1894	\$43,312.61	0	\$43,312.61	\$8,203.41	\$35,109.20
2i.	Psychiatric Hospitals/Crisis Stabilization Units	0.1894	\$0.00	0	\$0.00	\$0.00	\$0.00
II.	OTHER MANDATED SERVICES SUBTOTAL (Sum of lines 2a+2a1+2a2+2b+2b1+2c+2d+2e+2e1+2e2+2f+2f1+2g+2i)		\$1,419,961.18	\$684,000.00	\$2,103,961.18	\$395,582.10	\$1,708,379.08
III.	GRAND TOTAL (Line I + Line II)		\$1,829,274.69	\$964,000.00	\$2,793,274.69	\$550,177.33	\$2,243,097.36
IV.	The Supplemental allocation requested from OCS (Detailed calculation on Page 2, Line L = Line F - Line E):				\$210,139.78	\$45,966.61	\$164,173.17

and another expected to be placed in this program soon. We also now have a foster care child placed in an Assessment & Diagnostic residential program, with the additional cost of a single room fee, that is not Medicaid-funded. We continue placing children in TFC who are determined to not meet IV-E eligibility and we've received referrals from outside agencies for children who meet CHINS eligibility and are expected to receive assessments, specialized therapies, and possible residential placements any time now.

Page 2 - CSA Supplemental Allocation Request Form — FY24

Date Created: 4/18/2024

Date Printed: 4/18/2024

Locality(FIPS): Russell (167)

Base Rate: 0.1894

Contact Person: Olivia Rutledge (olivia.rutledge@dss.virginia.gov)

of Supplement Requested: 2

We certify that the information provided in this request for a supplemental allocation is accurate, and that the costs within the request were unanticipated and are required costs for specific mandated children pursuant to Section 2.2-5211.C of the Children's Services Act. All cases have been assessed, where required, by the Family Assessment and Planning Team and comply with the provisions of the Code of Virginia, the CSA Manual, and the Appropriations Act. The Supplement Request calculation is based on the locality's local match rate for each expenditure code at the time of the supplement request creation.

THIS REQUEST IS FOR FISCAL YEAR FY24

		Total	Local Share	State Share
A.	Current Total Pool Allocation: Total dollar amount of pool funds allocated for FY24 which includes initial-allocation and any approved supplemental allocations/adjustments. This includes mandated and non-mandated pool funds available.	\$2,586,335.17	\$504,513.79	\$2,081,821.38
B.	Current Non-Mandated Protected Amount: Total dollar amount of current non-mandated protected funds.			\$31,345.00
C.	Non-Mandated Costs : Amount of Actual Non-Mandated expenditures. (RESIDENTIAL/CONGREGATE CARE)			\$0.00
C1.	Non-Mandated Costs: Amount of Actual Non-Mandated expenditures. (COMMUNITY BASED)			\$2,897.19
D.	Unused Non-Mandated Protected Funds Available: (Line B - Line C - Line C1)			\$28,447.81
E.	Mandated Funds Available: This number represents the existing allocated funds available for the mandated population. (Line A - Line B + Line D)			\$2,078,924.19
F.	Net Projected Mandated Expenditure (without WRAP) (excluding pended reports) (From Page 1, Line III)			\$2,243,097.36
L.	Supplemental Allocation Funds/Additional Mandated Funds requested for pool reports reimbursement (without WRAP) - all the three columns should be greater than \$50: (Line F - Line E)	Total \$210,139.78	LOCAL \$45,966.61	State \$164,173.17
M.	Submitted Mandated Net Expenditure (without WRAP) (including pended reports): This is the total mandated dollar amount that your locality has submitted for FY22. This total is calculated based on the first PEND or SUBMIT of this supplement request.	\$1,829,274.69	\$358,751.69	\$1,470,523.00
N.	Projected Mandated Funds remaining for future pool reports reimbursement (without WRAP) after this supplement is fully funded - all the three columns should be greater than \$50: (Line E + Line L - Line M)	\$964,000.00	\$191,425.64	\$772,574.36

IMPORTANT!

Actual signatures on the cover page are required on local documentation. Documentation must be maintained which supports the supplemental allocation being requested is only for mandated (or "sum sufficient") children. That reasonable projections have been made to estimate the amount of Supplemental funds needed.

All three columns of line L and line N should be greater than \$50 for a successful Submit. This supplemental request does not reflect WRAP-Around Funds or WRAP-Around Expenditures. A separate funding request form specific to WRAP-Around funds must be used to request additional Wrap-Around funding.

Submit

Pend

(Please click only once. DO NOT press back button. If your system is facing latency, please wait.)

Russell County Virginia Opioid Program Grant Application for Individual Awards

1. Contact Information

- a. Name: _____
- b. Physical address: _____
- c. Mailing address: _____
(if different than physical address)
- d. Contact Person for this application
- i. Name: _____
- ii. Job Title: _____
- iii. Office Phone: _____ Cell Phone: _____
- iv. Email: _____

4. Project Proposal

Complete the information below **for each project** the program is requesting to be funded.

- a. Name: _____
- b. Project name: _____
- c. Contact Person for this application
- i. Name: _____
- ii. Job Title: _____
- iii. Office Phone: _____ Cell Phone: _____
- iv. Email: _____
- d. Is this project:
- A new effort for the program. Opioid Program Grant Amount Requested: _____
- A proposed supplement or enhancement to a project or effort that is already in place.
- How long has the project existed? _____
- A combination of enhancing an existing project/effort with new components.
- How long has the project existed? _____
- e. Provide a brief narrative description of the proposed project.

f. Describe the objectives of this project

g. How was the need determined and how does that need relate to abatement?

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- h. Briefly describe (name or organization, description of role, budget, etc.) the organization(s), including any sub-recipients or contractors (if known) that will be involved in this project. Attach any contracts and/or memoranda of understanding/agreement. If not fully executed, a draft or a narrative describing the scope of services may suffice.

- i. Who are the targeted beneficiaries, and how many persons are expected to participate per year?

- j. Is the project classified as evidence-based?

Yes

No

If yes, attach supporting information to this application.

k. Is the project classified as evidence-informed?

Yes

No

If yes, attach supporting information to this application.

l. Has this project been certified or credentialed by a state/federal government agency, or other organization/non-profit?

Yes

No

If yes, attach supporting information to this application.

m. Has this project received any awards or recognition?

Yes

No

If yes, attach supporting information to this application.

n. Does this project have components other than opioid-related treatment as defined?

No, it is 100% related to opioid treatment

Yes, there are other substances involved

If yes, what is the approximate percentage of the project that covers opioid-related abatement (i.e., 20% of the patients who seek services have opioid-related disorders)?

o. Attach a budget for FY2023 and a budget for FY2024 with line-item details for the project.

p. Complete and attach a [project timeline](#) for each project covering both FY2023 and FY2024

q. Complete and attach a [performance measurement workbook](#) for each project covering both FY2023 and FY2024

r. (Optional) Attach any letters of support, articles, or other items that may assist the Board of Supervisors in making an award decision for this program grant application.

SECOR, LLC



Business Plan



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1. EXECUTIVE SUMMARY

- **Opportunity:** SECOR, LLC, through our residential program, will rehab residents with opioid addiction and give them an opportunity to get back on their feet and become productive citizens.
- **Mission:** SECOR's goal is to become the state leader in the Community Residential Program across the region. We will accomplish this by providing excellent services through the program.
- **Solution:** Our program will provide vital services for life skills and diverting future reoccurrence of addiction.
- **Market focus:** Our market focus will be solely DOC residents who are lacking a focused program in our area.
- **Competitive advantage:** SECOR is committed to providing better services and becoming a state leader in the community residential program. We are connected to the community we service and are committed to improving the results of opioid addiction recovery services.
- **Ownership:** Jessica Smith and Douglas Rasnake will have 100% ownership in the business.
- **Expected returns:** SECOR is focused on operating an efficient and financially secure program that will allow for future growth and expansion of other local community opportunities.

2. COMPANY OVERVIEW

- **Company summary:** SECOR, LLC is a community residential program facility that specializes in the re-entry of convicted individuals of opioid abuse as well as trafficking of drugs across the Commonwealth of Virginia. SECOR believes the correct approach to the treatment of the individual should be a total treatment plan that includes drug addiction as well as being a productive citizen of the Commonwealth of Virginia.
- **Mission statement:** SECOR's main principle aims to assist in the rehabilitation of incarcerated individuals. We will set a path to success for the person. Our mission is to accept individuals into our program who have been convicted of any sort of opioid crime. We will strive to educate the individual not only about Opioid abuse but educate the person on how to manage a home, be employable, manage finances, and raise a family.
- **Company history:** SECOR, LLC is a new company to the industry. We have assembled a team with the years of experience in similar fields that we will be an asset to the industry. Our ownership team consists of a current Administrator of Assisted living facility and the other individual who owns several businesses and is familiar with the industry.
- **Markets and services:** Our target market will be individuals released from any Virginia Department of Correction facility. We will work with local Prosecutors, Judges as well as Probation officers for referrals. We will accept individuals from any local Drug court if the individual meets our criteria for acceptance. Our market will be statewide, but our facility is in the heart of Southwest Virginia to better serve our region and its needs.
- **Operational structure:** As with any successful business, the need for quality employees that can serve the individual with their experience in the industry. We employ former Department of social service case managers and fraud investigators that will be a great asset to this company. We also employ former DOC employees as case managers with over 30 years of experience. We have projected 20 new jobs to be created in the first year of operation.
- **Financial goals:** SECOR, LLC strives to be a state leader in the community residential program. For us to achieve the goals for rehabilitation of opioid abuse and addiction it will require a considerable infusion of money. Please see our attached projected revenues and expenses.

3. BUSINESS DESCRIPTION

- **Opportunity:** The opportunity for our region is now. Southwest Virginia is currently in need of a community residential program. SECOR, LLC will be under contract with the Department of Corrections for services provided. Currently, the released individuals in Southwest Virginia have no place to go upon release. The DOC will provide a stream of residents to our facility for a 90-day program for re-entry back into the community to be reintroduced into normal daily living.
 - A. **Product overview:** SECOR, LLC will provide a host of services to the individual including basics such as food, housing, resident monitoring, urinalysis, and counseling services for residents. SECOR, LLC will provide important life skill training in areas of education of basic mathematics and home economics. We will offer classes for establishing a budget and assistance on how to economically shop for food and different items in a home. The class will provide educational information about the importance of housing, transportation, and employment. The class will teach the individual how to buy goods at the grocery store and basic education of preparation of food for meals. The class will provide education about living within your means and saving money for a rainy day. We will use the 50/20/30 rule for budgeting finances. Our medical director as well as outside professionals will provide Substance abuse education. Include how to look for triggers and the best way to respond to them. We will educate the individual as to the many obstacles and challenges to overcoming addiction. Such a major step in dealing with the relapse triggers and cues, is the emotional reaction that people experience as they go about their lives. This can lead to a desire to relapse to the substance. These cues, also known as triggers, can manifest differently depending on the person. The class will educate the resident as to possible causes such as peer pressure, physical and sexual abuse, and parental guidance and the lack thereof.
 - B. The class will educate people on the different types of anger associated with addiction and how to deal with and control their actions. These triggers can lead to hostility, rage, and identify there are consequences for your anger. The class will provide the resident with coping skills and better ways to deal with issues that they experience in life and how to handle those situations as they recover.
 - C. SECOR, LLC will provide education of basic parenting skills, including how to care for newborns, infants, toddlers, preschool and school age children. The class will utilize videos and text of the importance of caring for children. The class will address the importance of nutrition, environment and how to cope and deal with issues of being a parent.

D. SECOR, LLC will provide training for Employment services including how to prepare for a job interview and proper responses for employment. These skills will include how to dress and interactions with employers and fellow employees.

- **Key participants:** The key participants in our industry will be the Department of Corrections. We also include localities, local officials, judges, and prosecutors as key participants to help in the program's success.

Pricing: The services provided will be paid for and administered by the DOC. Our current pricing guidelines will be \$90.00 per day per resident. Our facility can provide services for 75 residents at full capacity. The Bid contract with the Department of Corrections awards SECOR, LLC direct access to all eligible residents who qualify for the program.

4. MARKET ANALYSIS

- **Industry type:** Community residential program developed by the Department of Corrections, for reintroducing previously incarcerated individuals back into their community.
- **Market segmentation:** Our main target market is the Department of Corrections. The residential program across the state provides housing for an average of 275 residents per month with those numbers expected to rise over the next 10 years (according to the DOC).
- **Competition:** SECOR, LLC will have limited competition for our region, and the closest residential program is over 150 miles away from our facility. Currently, there are no residential community programs from the farthest western point in Lee County to Roanoke VA. The lack of local facilities results in 25 counties and 5 cities in southwest Virginia without a community residential program.

5. OPERATING PLAN

- **Order fulfillment:** Our number one source for referrals is the DOC. Our contract with the DOC allows SECOR, LLC to house 75 residents each month. We are obligated to follow our contract provisions to continue our working relationship with the department of corrections. We have qualified and experienced staff members in place to follow the day-to-day operations of the business.
- **Payment:** Payment to SECOR, LLC for services rendered will consist of the number of residents multiplied by the number of days each month the resident participates in the SECOR program. The method of payment will be ACH by the 5th day of the following month.
- **Technology:** SECOR, LLC will utilize DOC portals for accessing and inputting information. The portal will give us direct access to information that is vital for operations of the program. The facility will be equipped with Security cameras with 40 days back up protection for viewing of footage of the facility and grounds. The exterior doors will be monitored by electronic devices for entrance and exit for safety of residents as well as staff.
- **Key customers:** Residents from the DOC will be our main source of income for the program.
- **Key employees and organization:** Our employees will be vital to the success of the program. SECOR will have a director and assistant director that will carry our day-to-day operations and policies for the program. We will employ case managers to work directly with residents and they are required to have a place of employment while residing at SECOR. Resident supervisors will be employed to drive residents to their jobs as well as any ancillary program appointments that arise. SECOR will contract for outside services through community action boards such as Cumberland Mountain Mental Health Services as well as Highlands Community Mental Health. We will enter into contracts with drug addiction counselors that are certified in their field of expertise. Our plan is to offer home economics to assist the residents once they are released from the program.

- **Facilities:** At present time, SECOR, LLC will operate in a 14,000 sq ft. facility located on Rogers St. in downtown Lebanon, VA. We are equipped to house 75 residents at present time with a 5-year plan of an additional 25 beds to accommodate the Federal residential program for Federal inmates. The town of Lebanon offers transit service every hour from 8 am-4 pm Monday through Friday to assist with the work program. The property is under contract for purchase by the owners of SECOR, LLC.

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6. MARKETING AND SALES PLAN

- **Key messages:** To elevate the services provided by SECOR we will develop a plan and create a good working relationship with the DOC and provide all required services.
- **Marketing activities:** Our marketing will be limited to DOC as well as Judges, Prosecutors, Parol officers, and local county drug court officials who utilize this program for the services. Our marketing will consist of promoting the success of our program by keeping residents out of the judicial system and returning them to productive citizens of our Commonwealth.

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7. FINANCIAL PLAN

- **Projected start-up costs:** Our cost projections will include \$750,000 purchase cost of the facility. We are seeking an additional \$400,000 for build-out and remodel work. The transportation fleet will cost an additional estimated amount of \$150,000 for vehicles to accommodate for resident transportation. We have projected additional cost of bedroom furnishings, computers, kitchen equipment and security measures to total \$ 250,000. The company anticipates the need for operating capital of \$ 300,000 during the first full year of providing services. That will bring the total start up to be approximately 1.85 million dollars. Please see attached pages 12 – 17 containing supporting data.

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SECOR, LLC
Information and statistics

- * Total maximum capacity of residents 75
- * Anticipated fee per resident \$ 90 State & \$ 52 Home Monitoring
- * Projected occupancy end of year one , 67% and end of year two 93%
- * Total FTE's expected within 12 months from opening 20 (Not including owners)
- * Projected average annual payroll in first 2 years of operations \$680,000
- * Total capital needed for building , improvements and equipment \$ 1,550,000
(See attached summary)
- * Total capital needed for operations within year one for cash flow \$ 300,000
- * Monthly debt service with no grants and 100% financing \$ 29,000 as below
 - Building & improvements - 15 years - 7.5% \$ 11,000
 - Equipment - 5 years - 7.5 % \$ 8,500
 - Operating capital - 5 years - 8 % - \$ 9,500
- * Grants or loans convertible to grants will allow facility to look at expanding to satisfy growing demand for SECOR services to the region and provide much needed economic impact for the region

SECOR, LLC
Income Statement Projection Summary
December 31, 2024 & 25

		<u>2024</u>	<u>2025</u>		
Revenue					
	Revenue - State	1,157,040	2,054,250		
	Revenue - Home Confinement	63,388	118,768		
	Grants - LOC	-	-		
	Total Revenue, net	1,220,428	2,173,018		
Operating Expenses					
	Payroll - Admin	285,000	307,500		
	Payroll - General	337,480	429,520		
	Payroll tax-employee benefits	93,372	110,553		
	Food	192,840	410,850		
	Water/Sewer	12,856	22,825		
	Electricity	38,568	68,475		
	Workers Comp	18,674	22,111		
	Fuel	19,284	45,650		
	Supplies	32,140	68,475		
	Drug testing	35,711	63,403		
	Telephone/Internet/Cell	10,500	10,500		
	Building rent	144,000	144,000		
	Building Insurance	24,000	24,000		
	Equipment Lease	102,000	102,000		
	Exterminator	2,400	2,400		
	Laundry Equipment	4,800	4,800		
	Security Monitor	1,200	24,000		
	Building Maintenance	18,000	18,000		
	Vehicle Maintenance	24,000	24,000		
	County/Town Tax	12,000	12,000		
	Miscellaneous	6,000	6,000		
	Office Supplies	24,000	24,000		
	Vehicle Insurance	18,000	18,000		
	Other	-	-		
	Total Expense	1,456,826	1,963,061		
	Net income (loss)	(236,398)	209,957		

SECOR, LLC
Income Statement Projection
January - December 2024

		Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	TOTAL
Revenue														
Revenue - State		-	55,440	83,700	81,000	97,650	94,500	111,600	111,600	121,500	125,550	135,000	139,500	1,157,040
Revenue - Home Confinement		-	2,912	3,224	4,680	4,836	4,680	6,448	6,448	6,240	8,060	7,800	8,060	63,388
Grants - LOC		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue, net		-	58,352	86,924	85,680	102,486	99,180	118,048	118,048	127,740	133,610	142,800	147,560	1,220,428
Operating Expenses														
Payroll - Admin		21,875	21,875	21,875	21,875	21,875	21,875	25,625	25,625	25,625	25,625	25,625	25,625	285,000
Payroll - General		15,600	15,600	15,600	28,513	28,513	28,513	30,853	33,453	33,453	35,793	35,793	35,793	337,480
Payroll tax-employee benefits		5,621	5,621	5,621	7,558	7,558	7,558	8,472	8,862	8,862	9,213	9,213	9,213	93,372
Food		-	9,240	13,950	13,500	16,275	15,750	18,600	18,600	20,250	20,925	22,500	23,250	192,840
Water/Sewer		-	616	930	900	1,085	1,050	1,240	1,240	1,350	1,395	1,500	1,550	12,856
Electricity		-	1,848	2,790	2,700	3,255	3,150	3,720	3,720	4,050	4,185	4,500	4,650	38,568
Workers Comp		1,124	1,124	1,124	1,512	1,512	1,512	1,694	1,772	1,772	1,843	1,843	1,843	18,674
Fuel		-	924	1,395	1,350	1,628	1,575	1,860	1,860	2,025	2,093	2,250	2,325	19,284
Supplies		-	1,540	2,325	2,250	2,713	2,625	3,100	3,100	3,375	3,488	3,750	3,875	32,140
Drug testing		-	1,711	2,583	2,500	3,014	2,917	3,444	3,444	3,750	3,875	4,167	4,306	35,711
Telephone/Internet/Cell		875	875	875	875	875	875	875	875	875	875	875	875	10,500
Building rent		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	144,000
Building Insurance		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Equipment Lease		8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	102,000
Exterminator		150	150	150	150	150	150	250	250	250	250	250	250	2,400
Laundry Equipment		400	400	400	400	400	400	400	400	400	400	400	400	4,800
Security Monitor		100	100	100	100	100	100	100	100	100	100	100	100	1,200
Building Maintenance		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Vehicle Maintenance		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
County/Town Tax		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Miscellaneous		500	500	500	500	500	500	500	500	500	500	500	500	6,000
Office Supplies		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Vehicle Insurance		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Other		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expense		76,746	92,625	100,719	115,183	119,952	119,050	131,234	134,302	137,137	141,059	143,765	145,054	1,456,826
Net income (loss)		(76,746)	(34,273)	(13,795)	(29,503)	(17,466)	(19,870)	(13,186)	(16,254)	(9,397)	(7,449)	(965)	2,506	(236,398)

SECOR, LLC Projections
Income Statement Projection
January - December 2025

		Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	TOTAL
Revenue														
Revenue - State		153,450	138,600	153,450	162,000	167,400	175,500	181,350	181,350	175,500	181,350	189,000	195,300	2,054,250
Revenue - Home Confinement		8,060	7,280	8,060	9,360	9,672	9,360	9,672	9,672	9,360	12,896	12,480	12,896	118,768
Grants - LOC		-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue, net		161,510	145,880	161,510	171,360	177,072	184,860	191,022	191,022	184,860	194,246	201,480	208,196	2,173,018
Operating Expenses														
Payroll - Admin		25,625	25,625	25,625	25,625	25,625	25,625	25,625	25,625	25,625	25,625	25,625	25,625	307,500
Payroll - General		35,793	35,793	35,793	35,793	35,793	35,793	35,793	35,793	35,793	35,793	35,793	35,793	429,520
Payroll tax-employee benefits		9,213	9,213	9,213	9,213	9,213	9,213	9,213	9,213	9,213	9,213	9,213	9,213	110,553
Food		30,690	27,720	30,690	32,400	33,480	35,100	36,270	36,270	35,100	36,270	37,800	39,060	410,850
Water/Sewer		1,705	1,540	1,705	1,800	1,860	1,950	2,015	2,015	1,950	2,015	2,100	2,170	22,825
Electricity		5,115	4,620	5,115	5,400	5,580	5,850	6,045	6,045	5,850	6,045	6,300	6,510	68,475
Workers Comp		1,843	1,843	1,843	1,843	1,843	1,843	1,843	1,843	1,843	1,843	1,843	1,843	22,111
Fuel		3,410	3,080	3,410	3,600	3,720	3,900	4,030	4,030	3,900	4,030	4,200	4,340	45,650
Supplies		5,115	4,620	5,115	5,400	5,580	5,850	6,045	6,045	5,850	6,045	6,300	6,510	68,475
Drug Testing		4,736	4,278	4,736	5,000	5,167	5,417	5,597	5,597	5,417	5,597	5,833	6,028	63,403
Telephone/Internet/Cell		875	875	875	875	875	875	875	875	875	875	875	875	10,500
Building rent		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	144,000
Building Insurance		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Equipment Lease		8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	102,000
Exterminator		150	150	150	150	150	150	250	250	250	250	250	250	2,400
Laundry Equipment		400	400	400	400	400	400	400	400	400	400	400	400	4,800
Security Monitor		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Building Maintenance		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Vehicle Maintenance		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
County/Town Tax		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Miscellaneous		500	500	500	500	500	500	500	500	500	500	500	500	6,000
Office Supplies		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
Vehicle Insurance		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Total Expense		157,670	152,756	157,670	160,499	162,285	164,965	167,001	167,001	165,065	167,001	169,532	171,616	1,963,061
Net income (loss)		3,840	(6,876)	3,840	10,861	14,787	19,895	24,021	24,021	19,795	27,245	31,948	36,580	209,957

SECOR, LLC
Resident statistics

2024	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	TOTAL
State residents(monthly avg)	-	22	30	30	35	35	40	40	45	45	50	50	422
Home confinement	-	2	2	3	3	3	4	4	4	5	5	5	40
State reimbursement rate	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	
Home Confinement fee	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	
Days in month	31	28	31	30	31	30	31	31	30	31	30	31	365
State revenue	\$ -	\$ 55,440	\$ 83,700	\$ 81,000	\$ 97,650	\$ 94,500	\$ 111,600	\$ 111,600	\$ 121,500	\$ 125,550	\$ 135,000	\$ 139,500	\$ 1,157,040
Home confinement	\$ -	\$ 2,912	\$ 3,224	\$ 4,680	\$ 4,836	\$ 4,680	\$ 6,448	\$ 6,448	\$ 6,240	\$ 8,060	\$ 7,800	\$ 8,060	\$ 63,388
													\$ 1,220,428

2025	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	TOTAL
State residents(monthly avg)	55	55	55	60	60	65	65	65	65	65	70	70	750
Home confinement	5	5	5	6	6	6	6	6	6	8	8	8	75
State reimbursement rate	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	
Home Confinement fee	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	
Days in month	31	28	31	30	31	30	31	31	30	31	30	31	365
State revenue	\$ 153,450	\$ 138,600	\$ 153,450	\$ 162,000	\$ 167,400	\$ 175,500	\$ 181,350	\$ 181,350	\$ 175,500	\$ 181,350	\$ 189,000	\$ 195,300	\$ 2,054,250
Home confinement	\$ 8,060	\$ 7,280	\$ 8,060	\$ 9,360	\$ 9,672	\$ 9,360	\$ 9,672	\$ 9,672	\$ 9,360	\$ 12,896	\$ 12,480	\$ 12,896	\$ 118,768
													\$ 2,173,018

SECOR, LLC Payroll Projections		
	Salary	
Executive staff- Salary		
Director	\$ 75,000	
Operations manager	\$ 55,000	
Accounting manager	\$ 45,000	
Counselor	\$ 45,000	
Counselor	\$ 45,000	
Maintenance supervisor	\$ 42,500	
Total	\$ 307,500	
General staff		Hourly rate
Security	\$ 33,280	\$ 16.00
Home confinement monitor	\$ 33,280	\$ 16.00
In take/monitoring staff	\$ 35,360	\$ 17.00
In take/monitoring staff	\$ 35,360	\$ 17.00
In take/monitoring staff	\$ 31,200	\$ 15.00
Kitchen/cleaning	\$ 32,240	\$ 15.50
Kitchen/cleaning	\$ 29,120	\$ 14.00
Kitchen/cleaning	\$ 29,120	\$ 14.00
Transportation/general	\$ 29,120	\$ 14.00
Transportation/general	\$ 29,120	\$ 14.00
Transportation/general	\$ 28,080	\$ 13.50
Transportation/general	\$ 28,080	\$ 13.50
Transportation/general	\$ 28,080	\$ 13.50
Transportation/general	\$ 28,080	\$ 13.50
Total	\$ 429,520	
Total	\$ 737,020	

SECOR, LLC
Fixed Asset Purchases/Operating Capital

Building Purchase	750,000.00
Building Remodel	<u>400,000.00</u>
	1,150,000.00

Parking Lot Improvements	65,000.00
Heat Pumps	60,000.00
Appliances	5,000.00
Office Furniture	20,000.00
Computer System	20,000.00
Security Cameras	5,000.00
Beds, mattresses, bedding, lockers	75,000.00
Vehicles - Vans	<u>150,000.00</u>
	400,000.00

Total New Assets	<u><u>1,550,000.00</u></u>
Operating Capital	<u><u>300,000.00</u></u>

Russell County Board of Supervisors

276-889-8000

Travel Request Approval Form

Date Submitted

April 22nd, 2024

Employee Name(s)

Shiloh Brooks

Department

Tourism Department

Phone

(276) 344-8504

Email (optional)

shiloh.lytle@russellcountyva.us

Purpose/Location of Travel

Hot Springs, VA / VA Tourism Governor's Summit

Dates of Travel

November 13th - 15th

Anticipated Expenses

Type of Expense

Description of Expense

Daily Expenses
(Except Airfare)# of
Days

Total Expenses

Amt Approved

Airfare

-

Ground Transportation

Vehicle Request

Conf/Registration Fees

\$399 conference fee (total cost)

\$399

Lodging

\$239 per night at hosted hotel Omni Homestead

2

\$478

Meals and Tips

per diem / \$59 :

\$177^{or} less

Mileage

-

Other

Grand Total 1,054

Employee Signature

Shiloh Brooks

Date Signed 04/22/2024

Co Admin Signature

Date Approved

Russell County Board of Supervisors
Travel Request Approval Form

276-889-8000

Date Submitted April 1st, 2024
Employee Name(s) Bryan Scheerer
Department Russell County Public Library
Phone 276-889-8044
Email (optional) bscheerer@russell.lib.va.us
Destination Montgomery-Floyd Regional Library
Purpose/ Dates of Travel Emerging Technology Trends for Libraries / 05-07-24

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses	Amt Approved
Airfare					
Ground Transportation					
Conf/Registration Fees	\$30.00 registration fee		1	\$30.00	
Lodging					
Meals and Tips					
Mileage	122 miles (2 hour trip) / 244 miles round trip			\$40.00	
Other					
Employee Signature	<i>Bryan Scheerer</i>	Grand Total		\$70.00	
Department Head	<i>Kelly McGhee Deppa</i>	Date Signed		1 Apr 2024	
Co Admin Signature		Date Approved			

The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey or request was approved by the Russell County Planning Commission on **April 15, 2024**.

Review: The commission reviewed the proposed plat from Mr. Gregory Killen and Eric Gardner and found the combination of the lots to be acceptable based on the county subdivision ordinance.


Motion to recommend approval by the BOS was made by

John Mason, seconded by

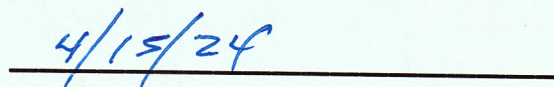
Philip Addington, motion passed unanimously.

Signed:

Russell County Planning Commission Chairman



Ernie McFaddin



Date

LEGEND

- = EXISTING CORNER (NOTED)
- ▲ = SET IRON PIN
- = SURVEY POINT
- = FENCE
- - - - - = R-O-W / EASEMENT
- = PARCEL BOUNDARY
- - - - - = ADJACENT PARCEL LINE

TM #103RIC-1037
LOT 41
ERIC & CHEYENNE GARDNER

TM #103RIC-1063
LOT 67
ERIC & CHEYENNE GARDNER

REMAINING PORTION OF LOT 40
(TM #103RIC-1036)
TO BE RETAINED
ERIC & CHEYENNE GARDNER
0.248 ACRES

LOT 68
(TM #103RIC-1064)
TO BE CONVEYED
0.348 ACRES

BOUNDARY LINE (L15)
TO BE VACATED

PORTION OF LOT 69
TO BE COMBINED WITH LOT 68
0.173 ACRES

PORTION OF LOT 40
TO BE COMBINED WITH LOT 39
0.173 ACRES

BOUNDARY LINE (L3)
TO BE VACATED

TM #103RIC-1035
LOT 39
GREGORY & GLORIA KILLEN

TM #103RIC-1066
LOT 70
GREGORY & GLORIA KILLEN

A SURVEY FOR:
GREGORY M. KILLEN & ERIC L. GARDNER
SHOWING A BOUNDARY RETRACEMENT OF TAX
MAP PARCEL #103RIC-1064 (LOT 68) &
BOUNDARY LINE DIVISION OF TAX MAP
PARCELS #103RIC-1065 (LOT 69) &
#103RIC-1036 (LOT 40) IN MOUNTAIN VIEW
HEIGHTS SUBDIVISION IN RUSSELL COUNTY, VA

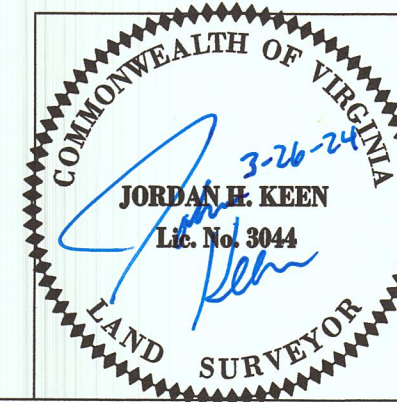
BOUNDARY CALLS (CURVE)

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	272.79'	53.49'	53.40'	N 13°22'59" W	11°14'03"

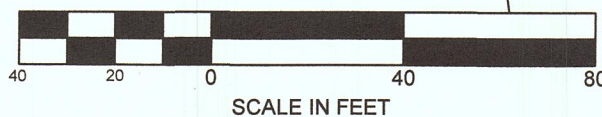
BOUNDARY CALLS (LINES)

LINE	BEARING	DISTANCE
L1	S 81°33'02" W	145.530'
L2	S 10°05'39" E	14.633'
L3	S 82°14'08" W	104.079'
L4	N 19°00'00" W	19.087'
L5	N 19°00'00" W	80.913'
L6	N 71°00'00" E	124.050'
L7	N 10°05'17" W	45.170'
L8	N 81°32'56" E	151.423'
L9	S 08°26'58" E	101.007'
L10	S 08°26'58" E	52.798'
L11	S 08°26'58" E	52.195'
L12	N 82°58'24" E	110.176'
L13	N 82°58'24" E	147.172'
L14	N 10°05'20" W	49.168'
L15	N 81°33'08" E	148.534'
L16	N 10°05'17" W	55.870'
L17	N 10°05'15" W	55.872'

REMAINING PORTION OF LOT 69
(TM #103RIC-1065)
TO BE RETAINED
GREGORY & GLORIA KILLEN
0.181 ACRES



PLAT OF RECORD
PB 6 PG's 123 / 124



KEEN
SURVEYING

PHONE: 540-239-7543 EMAIL: KEENSURVEYINGLLC@GMAIL.COM

A SURVEY FOR:

GREGORY M. KILLEN & ERIC L. GARDNER
SHOWING A BOUNDARY RETRACEMENT OF TAX MAP
PARCEL #103RIC-1064 (LOT 68) & BOUNDARY LINE
DIVISION OF TAX MAP PARCELS #103RIC-1065 (LOT
69) & #103RIC-1036 (LOT 40) IN MOUNTAIN VIEW
HEIGHTS SUBDIVISION IN RUSSELL COUNTY, VA

MAGISTERIAL DISTRICT : LEBANON

COUNTY, STATE: RUSSELL, VA

REV-1 (MARCH 26, 2024)

SCALE: 1" = 40'

DATE: MARCH 14, 2024

DRAWING NO. 1 OF 1

PROJECT NO. 24-06-H

DESIGNED: JHK

CHECKED: JDK

THIS PLAT IS BASED ON A CURRENT SURVEY AND COMPLIES
WITH THE MINIMUM STANDARDS FOR LAND SURVEYING IN THE
COMMONWEALTH OF VIRGINIA. IT IS CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF.

SURVEY WAS PERFORMED ACCORDING TO FIELD EVIDENCE
FOUND, EXISTING MAPS, AND / OR DEEDS THAT MAY NOT
CLOSE.

NOTES / REVISIONS:

1. NO TITLE REPORT FURNISHED
2. ANY UTILITIES SHOWN ON THIS PLAT ARE BASED ON OBSERVABLE STRUCTURES ABOVE GROUND. OTHER UTILITIES MAY BE PRESENT ALTHOUGH NOT SHOWN.
3. NORTH BEARING REFERENCED TO VIRGINIA STATE PLANE (SOUTH) - NAD83
4. THIS PROPERTY MAY BE SUBJECT TO RESERVATIONS, EXCEPTIONS, COVENANTS, EASEMENTS AND/OR RIGHT-OF-WAYS OF (OR NOT OF) RECORD WHICH MAY BE DISCLOSED BY A TITLE EXAMINATION OF AN ATTORNEY.
5. THIS SURVEY REPRESENTS CURRENT SURFACE BOUNDARIES ONLY AND DOES NOT SIGNIFY MINERAL BOUNDARIES / OWNERSHIP IN ANY WAY.
6. TAX MAP #'S FROM RUSSELL COUNTY GEOGRAPHIC INFORMATION SYSTEM.

DRAFT

The Russell County Planning Commission requests that the Board of Supervisors review the attached survey. The survey or request was approved by the Russell County Planning Commission on **April 15, 2024**.

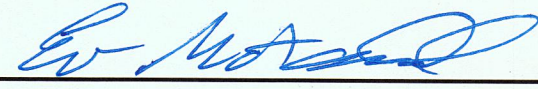
Review: The commission reviewed the proposed plat from Mr. Ronald Compton and found that the boundary line adjustment in Ridgeview Subdivision was acceptable based on the county subdivision ordinance.

Motion to recommend approval by the BOS was made by

_ Philip Addington _____, seconded by

_ Greg Stoots _____, motion passed unanimously.

Signed:
Russell County Planning Commission Chairman



Ernie McFaddin

4/15/24
Date

LEGEND

- SUBJECT PROPERTY
- ADJOINER PROPERTY
- PROPERTY LINE TO BE REMOVED
- OVERHEAD ELECTRIC
- IRON ROD SET
- IRON ROD FOUND
- ROOF BOLT FOUND
- POWER POLE
- WATER WELL
- WATER METER
- LAND HOOK
- PAVEMENT
- CONCRETE
- GRAVEL
- 8.5" X 11" ALIGNMENT MARKS

CERTIFICATION OF THE APPROVAL OF RUSSELL COUNTY BOARD OF SUPERVISORS

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR RUSSELL COUNTY, VIRGINIA, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE BOARD OF SUPERVISORS AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RUSSELL COUNTY CLERKS OFFICE.

AUTHORIZED REPRESENTATIVE	DATE

CERTIFICATION OF THE APPROVAL OF RUSSELL COUNTY PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR RUSSELL COUNTY, VIRGINIA, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RUSSELL COUNTY CLERKS OFFICE.



AGENT	DATE
<i>[Signature]</i>	4/15/24

SUBDIVISION EXEMPTION NOTE:
ACCORDING TO 15.2-2203.38 SECTION "A" OF THE CODE OF VIRGINIA, THE SALE OR EXCHANGE OF ADJACENT PROPERTY BETWEEN ADJOINING LOT OWNERS SHALL NOT BE CONSIDERED A "SUBDIVISION".

0 30 60 90

SCALE: 1"=30'

SUBDIVISION EXEMPTION NOTE:
ACCORDING TO 15.2-2203.38 SECTION "A" OF
THE CODE OF VIRGINIA, THE SALE OR EXCHANGE OF
ADJACENT PROPERTY BETWEEN ADJOINING LOT
OWNERS SHALL NOT BE CONSIDERED A "SUBDIVISION".

CERTIFICATION OF THE APPROVAL OF RUSSELL COUNTY BOARD OF SUPERVISORS		CERTIFICATION OF THE APPROVAL OF RUSSELL COUNTY PLANNING COMMISSION	
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF RUSSELL COUNTY, VIRGINIA, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE BOARD OF SUPERVISORS, AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RUSSELL COUNTY CLERKS OFFICE.		I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR RUSSELL COUNTY, VIRGINIA, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RUSSELL COUNTY CLERKS OFFICE.	
_____ AUTHORIZED REPRESENTATIVE	_____ DATE	_____ AGENT	_____ DATE
_____ AUTHORIZED REPRESENTATIVE	_____ DATE	 _____ AGENT	 _____ DATE

I CERTIFY THAT THIS SURVEY IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND COMPLIES WITH THE MINIMUM STANDARDS AND PROCEDURES FOR LAND BOUNDARY SURVEYING PRACTICE CURRENTLY ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS & CERTIFIED LANDSCAPE ARCHITECTS, AND REPRESENT A CURRENT FIELD SURVEY.



<p><i>A SURVEY SHOWING THE PROPERTY OF RONALD T. AND AMY COMPTON II IN "RIDGEWOOD" AS PER DB 630 PG 491 BEING LOT 25 CONTAINING 0.824± ACRES AND A PORTION OF THE PROPERTY OF PAULA D. HONAKER AS PER 727 PG 274 BEING A PORTION OF LOT 26 CONTAINING 0.299± ACRES TO BE CONVEYED TO RONALD T. AND AMY COMPTON II WITH LOT 25 TOTALING 1.123± ACRES</i></p>			
TAX ID# 79L-IA-25		SCALE: 1"=30'	DRAWN BY: RTCH
SURVEY FOR:		DATE: 4/15/24	CHECKED BY: RLB
RONALD T. COMPTON II 42 HILL TOP AVE LEBANON, VA. 24266		FILE: P:\RONNIE\PROPERTY\RIDGEWOOD-25.DWG	
		MAGISTERIAL DISTRICT: LEBANON	
		COUNTY: RUSSELL STATE: VIRGINIA	JOB NO. 24/12

Russell County Virginia

"The Heart of Southwest Virginia"

Andrew Hensley
District 1

Lou Ann Wallace
District 2

Tara Dye
District 3

Steve Breeding, Chairman
District 5

David Eaton, Vice-Chairman
District 4

Rebecca Dye
District 6

Nathan Kiser
At-Large

Lonzo Lester
County Administrator

RESOLUTION

At a regularly scheduled meeting of the Russell County Board of Supervisors held on May 13, 2024, on a motion by _____, seconded by _____, the following resolution was adopted by a vote of ____ to ____:

WHEREAS, Russell County desires to assist in the development of the property for the purpose of economic development located on Route 19 in the County of Russell Virginia, at the Russell County and Tazewell Counties Line at the Pure Salmon Virginia, LLC; and

WHEREAS, this property is expected to be the site of new private capital investment in land, building, and manufacturing equipment which will provide substantial employment; and

WHEREAS, the Project consists of the development of a vertically integrated Atlantic Salmon Farm, including hatchery, nursery, smolt, and to post-smolt grow-out producing full market size fish.

WHEREAS, the subject property has no access to a public street or highway and will require the construction of a new roadway to connect with Route 19; and

WHEREAS, the existing public road network does not provide for adequate access to this property, and it is deemed necessary that improvements be made to Route 19; and

WHEREAS, the County of Russell hereby guarantees that the necessary environmental analysis, mitigation, fee simple right of way and utility relocations or adjustments, if necessary, for this project will be provided at no cost to the Economic Development, Airport and Rail Access Fund; and

WHEREAS, the County of Russell acknowledges that no land disturbance activities may occur within the limits of the proposed access project prior to appropriate notification from the Department of Transportation as a condition of the use of the Economic Development, Airport and Rail Access Fund; and

WHEREAS, the County of Russell hereby acknowledges that the Virginia Department of Transportation's Economic Development Access (EDA) Program may provide up to a maximum of \$700,000 for the project and requires matching funding up to \$150,000 of coal severance funds from the County of Russell for estimated eligible project costs over \$700,000, up to \$1,000,000; and

WHEREAS, the County hereby guarantees that financing of all ineligible project costs, project costs exceeding the EDA Program project allocation, EDA Program required locality matching funds, if applicable, and all costs not justified by eligible capital outlay will be provided from sources other than those administered by the Virginia Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED THAT: The Russell County Board of Supervisors hereby requests that the Commonwealth Transportation Board provide Economic Development Access Program funding to provide adequate road access to this property; and

BE IT FURTHER RESOLVED THAT: The County of Russell hereby agrees to provide a surety acceptable to and payable to the Virginia Department of Transportation, in the full amount of the Commonwealth Transportation Board's allocation less eligible private capital outlay credit as determined by VDOT; this surety shall be exercised by the Department of Transportation in the event that sufficient qualifying capital investment does not occur on Pure Salmon Virginia LLC, Parcel ID# 30L56A and 30L56C within five years of the Commonwealth Transportation Board's allocation of funds pursuant to this request; and

BE IT FURTHER RESOLVED THAT: The Russell County Board of Supervisors hereby request for roadway to be maintained by VDOT that the new roadway so constructed will be added to and become a part of the secondary system of state highways pursuant to § 33.2-1509, paragraph C., of the *Code of Virginia*.

(SEAL)

A COPY TESTE:

Steve Breeding, Chairperson

MONTHLY BANK BALANCES

March 31, 2024

Regular Account	8,950,040.78
Employee Insurance	2,467,199.85
Employee Claims Account	1,000.00
School Project Captial Fund	33,131.53
Non-Judicial Reals Estate Sales	31,897.11
School Textbook	25,702.97
Sheriff Domestic Violence	1,183.35
Petty Cash Treasurer	890.05
Sheriff Seized Assets	31,088.68
Sheriff Restitution	3,121.30
Sheriff Forfeited Assets	1,833.61
Comm Attorney Forfeited Assets	32,890.70
Sheriff Federal Forfeited Assets	1,327.50
Comm Attorney Fed Justice Forfeited Assets	49,688.70
Commonwealth Attorney Abanoned Property	500.00
Sheriff Federal Justice Forfeited Assets	1,566.64
Sheriff Special Projuects	3,215.82
SSI Recipients	0.05
Social Service -Coy Hall Dedicated Account	5,558.00
Bank of Honaker	1,000.00
New Peoples Bank	1,000.00
Certificates of Deposit General	49,575.00
Treasurer's Money Market	638,785.64
VACO Money Market	3,035,584.45
Certificate of Deposit Library Donations	24,788.80
Certificate Of Deposit Employee Insurance	4,007,010.69
Total Cash In Bank	19,399,581.22
Cash In Office	1,600.00
Petty Cash	100.00
TOTAL CASH	19,401,281.22

ACCOUNT	DATE	March 31 2024
	DEBIT	CREDIT
Cash in Office	1,600.00	
Cash in Bank	19,399,581.22	
Petty Cash	100.00	
General Fund		6,610,556.87
Non-Judicial Real Estate Sales		31,897.11
Sheriff In State Trip		110,034.61
Sheriff Dare Fund		100.00
Sheriff Seized Assets		31,088.68
Sheriff Restitution		3,121.30
Sheriff Forfeited Assets		1,833.61
Comm Attorney Forfeited Assets		32,890.70
Honaker Library Donations		24,783.87
Russell County Housing Fund		4,424.36
Sheriff Federal Forfeited Assets		1,327.50
Sheriff Domestic Violence		1,183.35
Comm Attorney Abandoned Prop		500.00
Comm Attorney Fed Justice		49,688.70
Sheriff Fed Justice Forfeited		1,566.64
Sheriff's Special Projects		3,215.82
Social Services		(497,415.54)
Swva Asap		29,283.16
Coal Road Improvement		1,182,570.89
CSA		(1,201,231.75)
School Fund		2,265,232.09
School Food		1,367,782.16
School Skilled Trade Program		0.00
School Textbook		25,702.97
Regional Adult Education		252,313.13
Petty Cash Treasurer		890.05
COVID 19		2,068.07
Litter Fund Trash Pickup		(31,806.93)
American Rescue Act		2,161,880.83
School Projects Capital Fund		33,131.53
Opioid Settlement Fund		273,691.09
Current Credit		(0.79)
Current Debit		14.44
Title XX		11,321.05
SSI Recipients		0.05
Damage Stamp Fund		2,823.98
Valley Heights		99,226.34
Dante Sewer		53,706.00
Employee Health Insurance		2,467,199.85
Employee Insurance COD		4,007,010.69
Employee Insurance Claims		1,000.00
Law Library		64,772.42
Special Welfare		54,171.46
Housing Fund #2		7,700.00
Russell Co Health & Fitness		132,865.92
Cannery		(282,886.81)
WIB		10,051.75
Total	19,401,281.22	19,401,281.22

Shiloh Lyttle, DMO
Tourism Coordinator
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Russell County Tourism BOS Report April 2024

2024 Event Calendar

April 19th – 21st: (vendor spot) Redbud Festival – Town of Honaker

May 18th: Russell County Kid's Fishing Days – Town of Cleveland

May 31st – June 1st: (vendor spot) Clinch River Days – Town of St. Paul

June 1st: Sam Whited Memorial Gospel Music Convention - Lebanon

June 6th: Russell County Chamber – Miss Cedar Fest Pageant

June 7th – 8th: (vendor spot) Cedar Fest – Town of Lebanon (Applied for Funds)

June 29th: Town of Honaker 4th of July Celebration

July 3rd: Town of Cleveland 4th of July Celebration

July 4th: Town of Lebanon Independence Day Celebration

July 4th: Town of St. Paul Independence Day Celebration

August 9th – 10th: (vendor spot) Big Rig Showdown – Town of Lebanon (Applied for Funds)

August 24th: Relay for Life Color Run – Town of Lebanon

September 1st – 7th: Russell County Fairgrounds – Castlewood (Applied for Funds)

September 21st: Russell County Heritage Festival – Castlewood (Applying for Funds)

September 28th: SWVA Vet Fest – Town of Lebanon (Appalachian Backroads partnership)

October 5th: Crooked Road 20th Anniversary Show – The Russell Theatre (partnership)

October 19th: Tales from the Front Porch – The Russell Theatre (partnership)

October 31st: Haunting on Main – Town of Lebanon

November 15th – 16th: Holiday Bazaar – Town of Lebanon

December 2nd: Town of Lebanon Christmas Parade

December 7th: Christmas Bike Night – The Russell Theatre

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Tourism Advisory Committee (TAC) Meeting – March 19th

2024 TAC Meeting Schedule

May 21st @5:30 PM At Pat's Kountry Dinner	September 17th @5:30PM At Pat's Kountry Dinner
June 18th @5:30 PM At Pat's Kountry Dinner	October 15th @5:30 PM At Pat's Kountry Dinner
July 16th @5:30 PM At Pat's Kountry Dinner	November 19th @5:30 PM At Pat's Kountry Dinner
August 20th @5:30 PM At Pat's Kountry Dinner	December 17th @5:30 PM At Pat's Kountry Dinner

Scholarship Account

The scholarship award was awarded by the Tourism Advisory Committee to Kedryn Hess from Honaker High School in a total of \$1,000 spread across two semesters.

Her award will be presented at the Honaker High School Senior Awards Ceremony on May 19th, 2024 by both Janice Halsey and myself.

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VTC Grants Opening 2024

During this Spring round of VTC funding, I submitted the VTC DMO grant requesting a total of \$14,750. This funding is meant to be used to supplement our current budget and is contingent on our department keeping our current fiscal year budget of \$6,000.

Through this Spring round of grants, I was able to work closely with multiple small businesses, organizations, and communities to utilize the resources provided by VTC to the best of my ability. A total of eight applications (including our department) were submitted to VTC to receive marketing and development funding including;

- Russell County Fair & Horse Show
- Cedar Fest
- Big Rig Showdown
- Redbud Festival
- Clinch River Days
- The Russell Theatre
- Breath of Dawn
- Russell County Tourism

Department

**As of the submission of this report the award announcements for the Spring round of VTC funding have not been announced. **

VTC Grant Awards

(VTC) Microbusiness Marketing Leverage Program

Reimbursable grant program to leverage existing marketing funds. Requires a targeted and research-based marketing plan designed to drive tourism to Virginia.

Marketing Focus: Small business and shoulder season (September to May) marketing

Who is eligible: Small tourism-related business with 20 or fewer full-time equivalent employees including boutique retail, restaurants, food trucks, small attractions, craft breweries, distilleries, wineries, boutique lodging and B&Bs, and events focused on shoulder season visitation

Additional eligibility: DMOs, Chambers of Commerce, and NGOs, such as PDCs and Main Street organizations, may apply but the application must support microbusinesses and/or shoulder season visitation with a robust marketing plan.

Max Award

\$5,000 for small businesses; up to \$10,000 for eligible organizational applicants with a minimum 1:1 cash or in-kind marketing match

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Opens: June 11, 2024 – closes July 23, 2024

Virginia Special Events and Festivals Program

Who is eligible: Virginia-based special events and festivals for marketing and production of special events and festivals; special events and festivals must have at least two years of prior attendance since 2017 and must have a minimum attendance of 1,000 attendees. Special events and festivals with less than 1,000 attendees should apply for the Marketing Leverage Program.

IMPORTANT NOTE: The Virginia Special Events and Festivals Program will open in mid-2024 for festivals and special events that occur between January 1, 2025 - December 31, 2025.

The impact of special events and/or festivals must have a positive and significant impact on tourism and a marketing plan must be designed to drive visitors to Virginia. Only 50% of the award may be spent on event production costs. Applications with plans to use production funding to expand festival capacity; add a stage, enhance the visitor experience, add artisan markets, concessions, food trucks, or other revenue-generating activities will score higher.

Max Award tiers

Tier One: 1,000-4,999; up to \$5,000 award with minimum 50% cash or in-kind match

Tier Two: 5,000-19,999; up to \$10,000 award with minimum 50% cash or in-kind match

Tier Three: 20,000+; up to \$20,000 award with minimum 50% cash or in-kind match

Opens: June 11, 2024 – closes July 23, 2024

*Grant recipients for the VTC Spring round have not been released yet, once the award has been released, I will be sure to share it with the Board and Committee as well. *

Opportunity SWVA Networking Event

After being in communication with UVA-Wise & Opportunity SWVA contact Blake Salyer, we discussed the need for small business networking and open communication between our small businesses and industry partners/resources in Russell County. Therefore, we will be partnering with Opportunity SWVA to provide this networking and informational opportunity to the businesses of Russell County, Virginia.

We are currently looking at Tuesday, June 11th, 2024, at 6 PM for the event the location is TBD.

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Current Industry Partners;

- Russell County Tourism
- Virginia Tourism Corporation
- Heart of Appalachia Tourism Authority
- Friends of Southwest Virginia
- People Inc.

Agritourism Subcommittee Meeting

Agritourism Meeting Scheduled – Thursday, May 16th, 2024 @ 5:30 pm at Pat's Kountry Diner

Topics to be Discussed: Century Farms, Marketing Efforts, SWCD Partnership with Businesses, Interactive Maps, Promoting Local Agriculture, & Farmers Markets

Heritage Festival Meeting Update

Saturday, September 21st, 2024, at the Old Russell County Courthouse in Castlewood, Virginia

The next Heritage Festival Meeting will be held at Old Russell County Courthouse on May 7th @ 5:30 PM. To discuss;

- Festival Layout
- Best Location and Optimization
- Budget for Event
- Crooked Road Musicians
- Crooked Road Partnership and Funding: (\$500)

Crooked Road Partnership: After a meeting with Crooked Road Executive Director, Tyler Hughes, we were able to establish a partnership/sponsorship with Crooked Road. With a \$500 sponsorship of our music for the event. Tyler will be getting back to me with possible musicians/bands that they specifically work with and run in that price range and who would be available. Crooked Road will also provide some marketing behind the event to help in promotion including putting the event in their quarterly event calendar (print and mailed out) as well as including the event in their 20th Anniversary events.

- Musicians: Blue Grass Circle

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- Storytellers: Ron Shortt
- Vendors and Food Trucks
- Civil War Reenactors

Arty Lee Campground Update

The website is up and accepting reservations, we are still working on ensuring that the site is a smooth process for making reservations. We have received suggestions and positive feedback on the webpage and are excited to continue to promote the Arty Lee Campground and Spearhead Trails, as well.

Website URL: WWW.ARTYLEECAMPGROUND.COM

Social Media & Webpage

Facebook Data

Followers: 8.9k

- Increase of 92 followers at 48.4% from last month

Likes: 8.1k

People Reached: 34.5k

Webpage Overview

Our hosting platform WIX offers improved data viewing, enhanced capabilities for social media ads, streamlined design updating, and much more.

Site Sessions: 142

- A session is a visit to your site.

Unique Visitors: 111

Page Views: 281

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This valuable information enables us to strategically allocate and maximize our marketing budget, focusing on areas that would most effectively drive tourism to our county. We prioritize tracking visitor engagement on our website because it serves as a key indicator of the primary regions, we should target with our social media ads and identify the specific audiences we attract to our county. This is crucial as engagement with a locality's website signifies a genuine interest and investment in that location, making visitors more likely to plan a visit.

In Russell County, we can leverage our existing resources to ensure a high-quality travel experience. From backroad motorcycle routes and natural preserves to recreational activities and small businesses, we are well-equipped to provide authentic and memorable experiences for our visitors.

DRAFT



**Russell County Tourism Advisory Committee (T.A.C.)
Committee Meeting Minutes
March 19, 2024; Pat's Diner 5:30 pm**

TAC Coordinator, Shiloh Brooks

Committee Members

Jennifer Chumbley, Chair (District 3)
Alice Meade, Vice Chair (At large)
Dustin Blackson, Treasurer (District 2)
Janice Halsey, Secretary (District 5)
Carley Bruck (District 1) - Absent
Douglas Hubbard (District 6)
Lisa Hubbard (District 4)-Absent

Heart of Appalachia DMO

Maddi Gordon - Absent

Ex-Officia: Jim Lyttle-Absent; Angie Carpenter

Attendance from the Public: None

Call Meeting to Order: Jennifer Chumbley called the meeting to order at Pat's Diner at 5:30 pm on December 12, 2023.

Approval of Agenda: Alice Meade made a motion to approve the meeting agenda. Janice Halsey properly seconded; the motion was properly carried.

Approval of Minutes: Alice Meade made a motion to approve the January 2024 minutes. Dustin Blackson properly seconded; the motion was properly carried.

Old Business:

Budget:

Shiloh submitted the DMO grant in which she requested \$14,750. We only needed a 50% match and were able to do so, we also had an in-kind match so was able to extend the 50% match. Therefore, Shiloh was able to request more. It was written specifically for influencers, promotional products, etc. Shiloh has been in touch with influencers including @RVHikerGirl –specifically outdoor-based. (Side note: Jeff Hess is the new director of Heart of Appalachia).

Waiting for Adventure Guides, when they come in, we will be invoiced and that will go through ARPA funds. We had discussed making a digital version of the Adventure Guide for the website, which is now



up and available. It is through ISSUE which is a subscription service - \$254 yearly, which was 50% off, will come out of budget in April. Shiloh worked up an estimated budget for the Heritage Festival which includes a partnership with Crooked Road for \$500. From our money, based on last year's - \$300 for music, \$150-marketing, \$100-other, for a total of \$550 of our money.

TAC Scholarship 2024-2025:

Went ahead and moved forward so we could get applications back in time. April 5 is the due date. We have \$1,000.

Virginia Tourism Grant Applications:

A DMO grant was submitted. Special Events Grants – applied for 5 events. The award has been lowered to \$5,000 from \$10,000. The way that attendance has been structured for these grants will hurt smaller localities. A complaint has been submitted to VTC. Two grants are getting ready to open. Shiloh suggested that Cleveland needs to apply for an MLP grant. She's also going to talk to Honaker about submitting one. It opens this summer. It is specifically for leveraging one's own marketing budget. A goal would be to have a marketing plan for each town and a county plan to include the town plans, i.e. a 5-year plan. Shiloh suggested this is a conversation that needs to be had. VA250 is now open. The Wellspring Foundation grant is open until the end of the month.

Agritourism Update:

Shiloh touched on Agritourism. The next meeting is scheduled for May 16, 2024. We are looking to up our Agritourism presence. Scott County recently launched an Agritourism Trail. Century Farms plaques are being made for presentation at this year's Russell County Fair.

2024 Event Calendar:

Next meeting will be @ Pat's Diner at 5:30 pm, April 16th.

New Business:

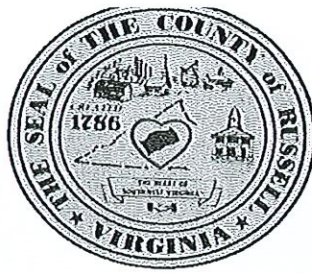
Cleveland Boat Launch Ribbon-Cutting:

The ribbon cutting for the Cleveland Boat Ramp and Riverbend Campground is set for March 26th, 2024 at the Riverbend Campground in Cleveland, Virginia at 10 AM.


Social Media and Website Update:

The website was down but is now working fine. Shiloh can check statistics to see who (regions, countries, etc.) are looking at us. Visits are down but not as many ads have been placed. This will go up with the summer months approaching.

Adjourn:



Alice Meade made a motion to adjourn the meeting. The motion was properly seconded by Doug Hubbard and the motion was properly carried.


Jennifer Chumbley
Chair Signature

Prepared By:
Janice Halsey - Secretary

DRAFT

Russell County Planning Commission

March 18, 2024

The Russell County Planning Commission met on Monday, March 18th, 2024, in the conference room of the Board of Supervisors at the Russell County Government Center, 131 Highland Drive, Lebanon VA.

Members Present

Members Absent

Others Present

Tara Dye

Ernie McFaddin

Philip Addington

Greg Stoots

John Mason

Chairman Ernie McFaddin called the meeting to order at 6:30 p.m.

Invocation and Pledge of Allegiance given.

Agenda approved. Motion by, Tara Dye seconded by, Greg Stoots motion passed unanimously.

February 19, 2024 Meeting minutes approved. Motion by Greg Stoots, seconded by John Mason, motion passed unanimously.

New Business

A plat for Angela Barnes to John Easterly. Lots were joined in order to meet ordinance requirements. After review a motion was made by Greg Stoots, 2nd by Philip Addington recommending this request be approved by the Board of Supervisors, motion passed unanimously.

Review of Plats

Plats for the months of February and March were reviewed. Transactions dated February 20 through March 18, 2024. All other plats were approved as presented.

Other Business

Discussion on the County Comprehensive Plan needing updated.

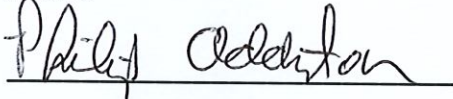
Chairman Ernie McFaddin updated the board on IDA projects.

Meeting adjourned. Motion by Philip Addington, seconded by John Mason, the motion passed unanimously.



Ernie McFaddin, Chairman

Attest:



Philip Addington, Secretary

DRAFT

RUSSELL COUNTY PLANNING COMMISSION

FEBRUARY 20, 2024- MARCH 18, 2024

- 1. Michael & Sheree Campbell (formerly known as Natahame INC) 1.927 AC to daughter Megan Campbell. Remaining acreage 7.873 AC. US HWY 58 Family Exemption**
- 2. Delores Johnson .222 AC to son Daniel Johnson Remaining acreage 2.358 AC. Belwood DR Family Exemption**

RUSSELL COUNTY CONFERENCE CENTER

April 1, 2024

The following is a list of the Russell County Conference Center events for the month of April.

Date	Event	Event Type	Space
04/02/24	Cumberland Plateau Health District Meeting Judy Light	Individual Event	Full \$135
04/06/24	Boyd Wedding and Reception Ashley Dunford	Individual Event	Full \$205
04/07/24	Isaiah 117 House Kick-Off Acacia Nunley	Community Event	Full \$135
04/09/24	WDB Staff Meeting and Lunch Pam Ratliff	Individual Event	Half \$150
04/13/24	Baby Shower Michele LeMaster	Individual Event	Half \$185
04/14/24	Birthday Party Angie Vanover	Individual Event	Full \$135

Date	Event	Event Type	Space
04/16/24	4-H Reality Store 2024 Ashley Clark	Individual Event	Full \$0
04/17/24	Russell County Board of Supervisors Board Meeting Lonzo Lester	Individual Event	Full \$0
04/19/24	Lebanon Middle School Prom Jennifer Woodlief	Individual Event	Full \$165
04/21/24	Baby Shower Crystal Ball	Individual Event	Full \$125
04/27/24	Honaker High School Prom Tony Bush	Individual Event	Full \$305

- \$260.00

Final Total = \$ 1540.00

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Wed, Apr 10, 2024 at 4:29 PM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable)	Field not completed.
Route or Street Name	Mountain vw
Closest Intersection	460 and rosebud hwy
I need a road repaired.	Repair paved road
Please describe the repair requested	It appears they just dumped the pavement randomly on the road and didn't smooth it.
First Name	Ester
Last Name	Mitchell
Address	Field not completed.
City	Field not completed.
State	Field not completed.
Zip Code	Field not completed.
Phone Number	276-282-0420
Email Address	Mariemitchell90@hotmail.com

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Fri, Apr 5, 2024 at 10:30 AM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable)	Lebanon
Route or Street Name	Thomas Warner
Closest Intersection	Thomas Warner and Moccasin Creek
I need a road repaired.	Other
Please describe the repair requested	I would like to request speed bumps be placed on the road. FedEx and Amazon go at a dangerous speed on this road and it is not lined and very narrow. There are also farms on the road with cows and chickens that frequently get out.
First Name	Vanessa
Last Name	Thompson
Address	75 Thomas Warner Road
City	Lebanon
State	Va
Zip Code	24266
Phone Number	2763855672
Email Address	vmwhite545@gmail.com

----- Forwarded message -----

From: <noreply@civicplus.com>

Date: Fri, Apr 19, 2024 at 12:41 PM

Subject: Online Form Submittal: Russell County VDOT Repair Request

To: <lonzo.lester@russellcountyva.us>, <rhonda.lester@russellcountyva.us>

Russell County VDOT Repair Request

Location:

Town (If Applicable)	Field not completed.
Route or Street Name	Route 613, moccasin valley rd
Closest Intersection	Alt hwy 58
I need a road repaired.	Other
Please describe the repair requested	Residents of moccasin valley rd have requested 35 mph speed limit sign due to vehicles traveling road at unsafe speeds
First Name	Andrew
Last Name	Hensley
Address	1556 E CROSS ROADS DR
City	LEBANON
State	Virginia
Zip Code	24266
Phone Number	2762020390
Email Address	andrewhensley83@gmail.com

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick
Ms. Rhonda Sluss

RUSSELL COUNTY:

Mr. Andrew Hensley
Mr. Nathan Kiser

Agenda

- I. **April 22, 2024 CPRWMA Board of Directors Roll Call for Quorum.**
- II. **Approval of Minutes of the March 21, 2024 meeting.....1**
Motion: _____ Seconded: _____
- III. **Administrative Business**
 - a) Review CPRWMA Waste Stream Report March 2024.....5
 - b) Approval of the Treasurer's Report for the month of March 2024.....13
Motion: _____ Seconded: _____
 - c) CPRWMA Attorney's Report for March 2024.....Report
 - d) Litter and Recycling Report.....Toby
- IV. **Old Business**
 - CPRWMA's Bylaws review
- V. **New Business**
- VI. **Correspondence/Public Comment**
- VII. **Adjournment and Next Meeting.**
Chair or Vice Chair conducting the meeting: _____
Motion: _____ Seconded: _____
Minutes submitted by: Rhonda Sluss and Sandra Honaker

135 Highland Drive, Suite C, Lebanon, VA 24266
Phone 276-833-5403 Email tobyedwards@bvu.net
www.cprwma.com



RECYCLED PAPER

CUMBERLAND PLATEAU RWMA:

Mr. Toby F. Edwards, Executive Director

BUCHANAN COUNTY:

Mr. Jeff Cooper
Mr. Tim Hess



DICKENSON COUNTY:

Mr. Damon Rasnick
Ms. Rhonda Sluss

RUSSELL COUNTY:

Mr. Andrew Hensley
Mr. Nathan Kiser

Cumberland Plateau Regional Waste Management Authority
Monthly Board Meeting Minutes
March 21, 2024

Members Present:

Tim Hess
Damon Rasnick
Rhonda Sluss
Nate Kiser
Andrew Hensley
Jeff Cooper (by phone)

Others Present:

Toby Edwards, Director
Rebecca Thornbury, Legal Counsel
Saundra Honaker, Finance Officer

CALL TO ORDER: The March 21, 2024, meeting of the Board of Directors was called to order by Tim Hess at 5:36 PM at Lebanon, VA. The Pledge of Allegiance and prayer were given.

ELECTRONIC PARTICIPATION: Pursuant to Code of Virginia Section 2.2-3708.3 upon notice provided to the Chair, member Jeff Cooper requested to participate electronically due to a scheduling conflict. He stated his remote location to be Pilgrims Knob, Virginia. It was noted Mr. Cooper had not participated electronically for a personal matter in 2024 prior to this meeting. Motion made by Damon Rasnick and seconded by Andrew Hensley to approve Damon Rasnick's electronic participation for personal reasons. Motion was ratified, voting as follows:

Tim Hess - Aye
Rhonda Sluss - Aye
Andrew Hensley - Aye

Damon Rasnick - Aye
Nate Kiser - Aye

QUORUM: A quorum was established by the members that were physically present.

ELECTION OF OFFICERS: The election of officers was held as follows:
Chairman (BC) A motion was made by Damon Rasnick and seconded by Andrew Hensley to appoint Tim Hess as Chairman. Motion was ratified, voting as follows:

135 Highland Drive, Suite C, Lebanon, VA 24266
Phone 276-833-5403 Email tobyedwards@bvva.net
www.cprwma.com



RECYCLED PAPER

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Jeff Cooper - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

Vice-Chairman (RC) A motion was made by Nate Kiser and seconded by Damon Rasnick to appoint Andrew Hensley as Vice-Chairman. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Jeff Cooper - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

Secretary/Treasurer (DC) A motion was made by Damon Rasnick and seconded by Andrew Hensley to appoint Rhonda Sluss as Secretary/Treasurer. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Jeff Cooper - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

A motion was made by Damon Rasnick and seconded by Andrew Hensley to grant permission for the following new officers to have checking and savings account rights at the First Bank and Trust:

Tim Hess, Chairman

Andrew Hensley, Vice Chairman

Rhonda Sluss, Secretary/Treasurer

Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Jeff Cooper - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

APPROVAL OF MINUTES: The minutes of the February 15, 2024, monthly meeting of the Board of Directors was presented for consideration. Nate Kiser stated that he did not vote to approve the January 23, 2024, minutes due to the fact that he was not present at the January meeting, but abstained. A motion was made by Damon Rasnick and seconded by Andrew Hensley to approve the minutes as corrected. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Jeff Cooper - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

ADMINISTRATIVE BUSINESS

WASTE STREAM REPORTS – February 2024: Toby Edwards reviewed the waste stream reports. Buchanan and Dickenson showed a slight increase and Russell showed a decrease. There was some discussion about tires being brought in from other counties because the rates are cheaper than some of our neighboring counties. It was noted this would be appropriately addressed by each county Board of Supervisors. Toby was asked to prepare a chart showing what other counties are charging.

TREASURER'S REPORT – February 2024: Rhonda Sluss presented the CPRWMA Treasurer's Report, reporting the total cash balance was \$132,017.89 at the end of

February. A motion to approve the report as presented was made by Damon Rasnick and seconded by Andrew Hensley. Motion was ratified, voting as follows:

Tim Hess - Aye

Jeff Cooper - Aye

Rhonda Sluss- Aye

Damon Rasnick - Aye

Andrew Hensley - Aye

Nate Kiser - Aye

CPRWMA ATTORNEY'S REPORT - February 2024
Business.

Deferred comments to Old

LITTER AND RECYCLING REPORT: HHW event flyers are included in board packets.

BC - Friday, April 19th, Walmart Parking Lot, 10-3

DC - Friday, April 26th, D/C Education Center Parking Lot, 10-3

RC - Thursday, April 18th, R/C Governmental Office Parking Lot, 10-2

[It is noted Jeff Cooper left the meeting at this time due to scheduling conflict.]

OLD BUSINESS

2024-2025 BUDGET REVIEW: A three-option budget proposal was included in the board packets. Option number 2 included a reduction of \$6,857 to loader/equip maintenance which would involve a loan from First Bank & Trust to cover the cost of a new set of blades for tire shredder and to cover the cost of sharpening the old blades. First Bank & Trust will loan \$20,570 (quotes were included in packet) at no additional monthly cost but would increase the loan term that is currently in place. Option 2 is an increase of \$424.70 per month for each county.

Nate Kiser recommended that transport/disposal line item be increased to \$2M to reflect a more accurate budget.

A motion was made by Damon Rasnick and seconded by Andrew Hensley to accept Option 2 with the bank loan and to adjust the transport/disposal in the budget to \$2 million dollars. Motion was ratified, voting as follows:

Tim Hess - Aye

Damon Rasnick - Aye

Rhonda Sluss- Aye

Nate Kiser - Aye

Andrew Hensley - Aye

A motion was made by Damon Rasnick and seconded by Andrew Hensley giving Toby Edwards permission to proceed with the revision of the loan at First Bank and Trust. Motion was ratified, voting as follows:

Tim Hess - Aye

Damon Rasnick - Aye

Rhonda Sluss- Aye

Nate Kiser - Aye

Andrew Hensley - Aye

CPRWMA'S BY-LAWS REVIEW: Rebecca Thornbury presented the first reading of the change to the by-laws for changing monthly meetings to bi-monthly and to change the meeting time to 5:30 PM. The second reading will be held at the next meeting, where there will be discussion and voting on this change.

NEW BUSINESS

TIRE SHREDDER - BLADE REPAIR AND NEW SET: This was addressed during the budget review.

CORRESPONDENCE/PUBLIC COMMENT

RUSSELL COUNTY ENVIRONMENTAL COLLECTION DAY
BUCHANAN COUNTY ENVIRONMENTAL COLLECTION DAY
DICKENSON COUNTY ENVIRONMENTAL COLLECTION DAY
VA DEQ REGIONAL RECYCLING RATE - 2022

Toby stated that he was having some health issues and would update the board as soon as he has more information. He also requested permission to attend the VA Recycling Conference. A motion was made by Damon Rasnick and seconded by Rhonda Sluss for Toby Edwards to attend the VA Recycling Conference in Norfolk, Virginia, May 13-16, 2024. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

Toby also commented that Phil Alderson who does some light maintenance work at the transfer stations, has semi-retired and requested the Board consider allowing Michael Shields to help with some of the work but only outside his normal work hours. A motion was made by Damon Rasnick and seconded by Andrew Hensley to allow Michael Shields and Danny Davis to do some light maintenance work at the transfer stations on their own time at the same rate as Phil Alderson had been charging. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

ADJOURNMENT AND NEXT MEETING

A motion was made by Nate Kiser and seconded by Damon Rasnick to have the next meeting on Monday, April 22, 2024, at 5:30 PM at Government Center office in Lebanon, VA and to adjourn the meeting at 6:55 PM. Motion was ratified, voting as follows:

Tim Hess - Aye

Rhonda Sluss- Aye

Andrew Hensley - Aye

Damon Rasnick - Aye

Nate Kiser - Aye

Secretary/Treasurer

Date

Period: January 1, 2024 to December 30th, 2024

[illegible][illegible]

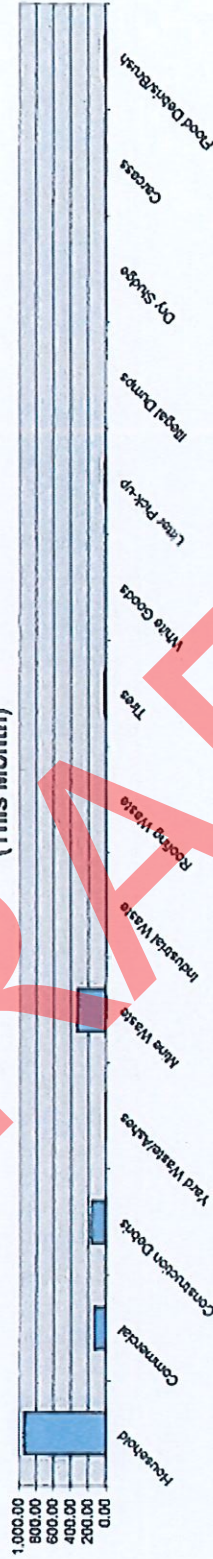
Russell County

Waste Material(s)	Jan 2024	Feb 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Totals from all Columns	Average (Per Month) Tonnage
Household	1,152.65	1,163.01	1,173.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,488.85	
Commercial	125.40	139.12	135.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	399.56	
Construction Debris	68.48	88.91	73.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	228.55	
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Industrial Waste	22.10	21.33	21.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.02	
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Tires	64.90	13.83	14.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.45	
White Goods	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Pallates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contaminated													0.00	
Recycle	17.37	6.91	7.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31.78	
Illegal Dumpsite	0.00	2.27	0.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.68	
Storm Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Carcass	1.23	2.01	2.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.55	
Totals	1,450.13	1,437.39	1,427.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,315.44	1,438.48
Town of Lebanon			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Honaker			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
Town of Cleveland			0.00		0.00	0.00		0.00	0.00	0.00	0.00	0.00		
											Total FY 2024		11,932.47	

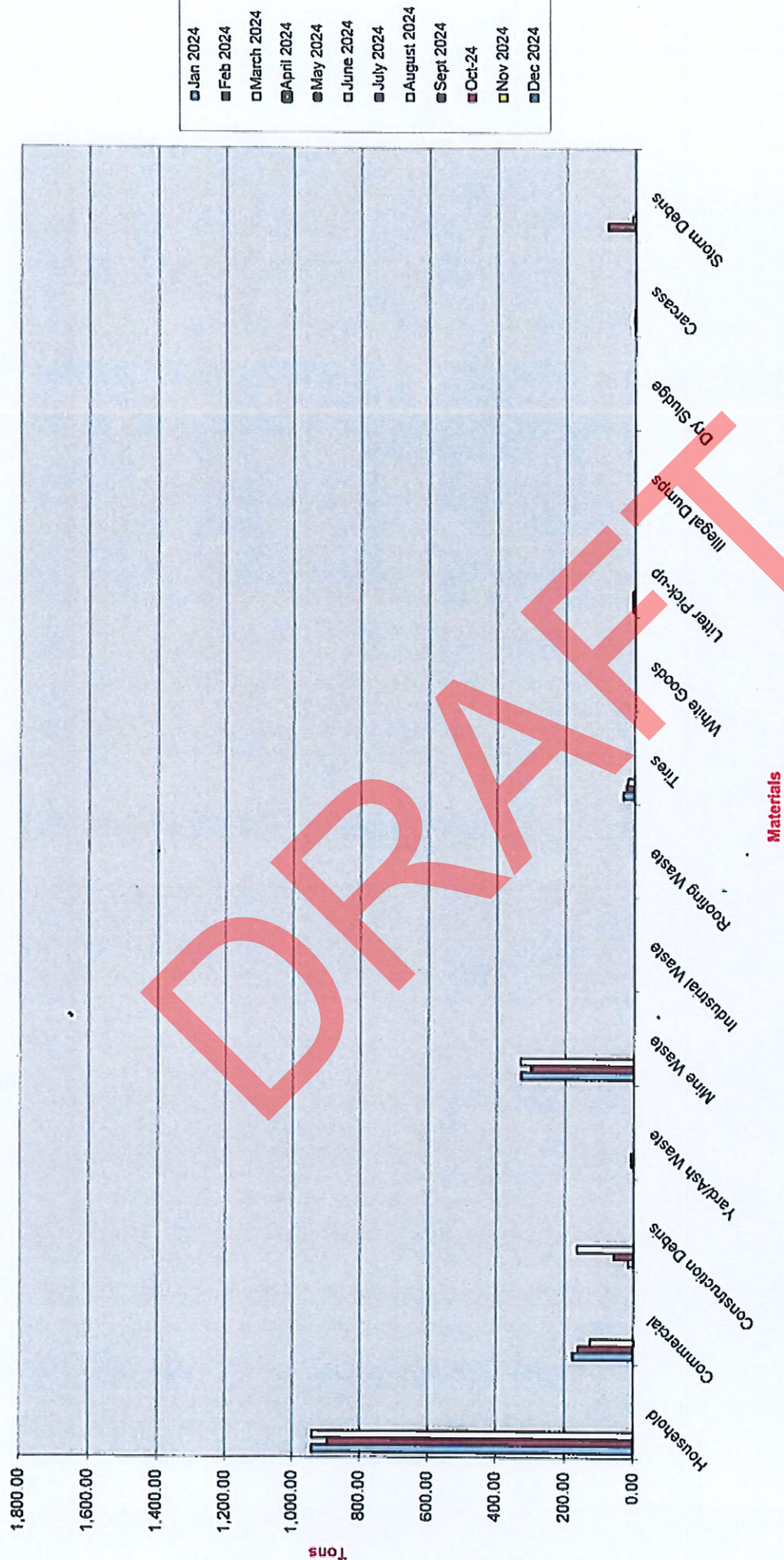
Buchanan County Waste Stream Analysis
Period: March 1, 2024 to March 31, 2024

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2023 (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	941.13	894.64	1,350.97	1,078.01	1,233.92	1,234.88	1,060.91	1,060.91	1,091.00	1,109.33	1,165.51	1,135.83	1,108.79	1,086.09	1,103.48	1,237.37	1,256.56	1,266.50	1,268.72	1,268.02
Commercial	128.48	162.22	175.64	175.18	238.26	337.85	124.22	124.22	85.94	72.54	122.72	101.83	261.24	232.32	663.32	374.14	148.65	189.17	139.08	144.89
Construction	165.64	58.73	138.03	112.38	167.17	19.05	103.60	158.88	30.60	1,109.33	1,165.51	1,135.83	1,108.79	1,086.09	1,103.48	1,237.37	1,256.56	1,266.50	1,268.72	1,268.02
Debris	8.28	6.19	333.29	62.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Yard Waste/Ashes	329.38	289.68	381.69	303.72	563.89	489.49	612.05	337.02	104.26	137.70	134.57	203.11	448.14	243.89	506.46	398.45	175.23	110.34	191.66	211.88
Mine Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roofing Waste	19.52	25.85	26.22	19.82	41.58	5.29	12.30	8.68	13.41	26.39	22.69	20.62	21.32	23.24	41.77	17.01	52.20	16.55	28.08	24.71
Tires	0.00	0.00	0.00	0.53	0.00	11.26	0.00	0.00	0.00	0.00	0.00	0.00	0.87	0.45	0.00	0.22	0.00	0.00	11.51	14.54
White Goods	0.00	0.00	0.00	2.09	13.14	2.31	7.80	4.97	7.90	9.88	9.47	8.47	9.59	6.18	13.14	14.37	12.00	19.59	17.01	8.08
Appliances	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.21	0.19	0.11	2.33	4.31	13.95	5.33	8.14
Illegal Dumps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.73
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	0.58	3.55	0.45	0.06	0.12	0.39	0.48	0.85	0.44	0.42	0.25	0.25	6.42	0.12	0.25	0.05	0.13	0.09	0.14	13.28
Flood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debris/Brush	9.27	78.49	153.63	98.64	40.68	12.45	77.98	66.59	45.89	27.15	8.17	0.00	0.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1,658.23	1,535.71	2,380.74	1,859.30	2,380.76	2,031.97	1,999.44	1,764.54	1,391.70	1,510.39	1,471.95	1,640.64	1,847.74	2,108.37	2,269.17	1,897.57	1,801.25	1,696.31	1,699.45	1,673.03

Buchanan County Waste Stream Analysis
(This Month)



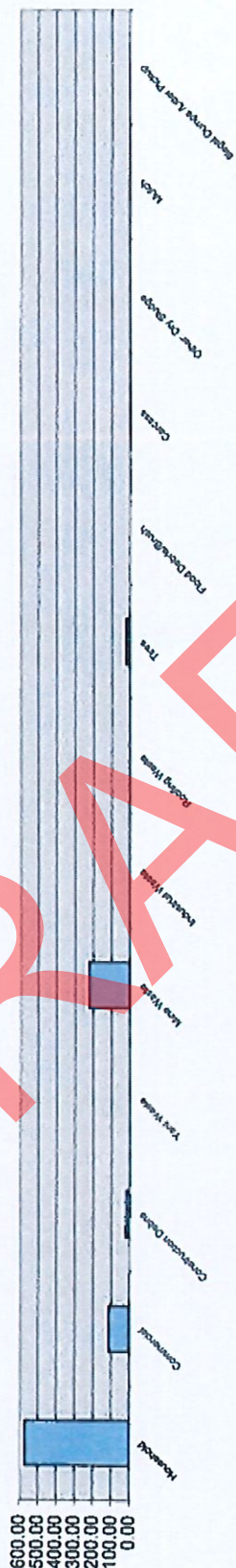
Total Tonnage includes the following towns:
Grundy



Dickenson County Waste Stream Analysis
Period: March 1, 2024 to March 31, 2024

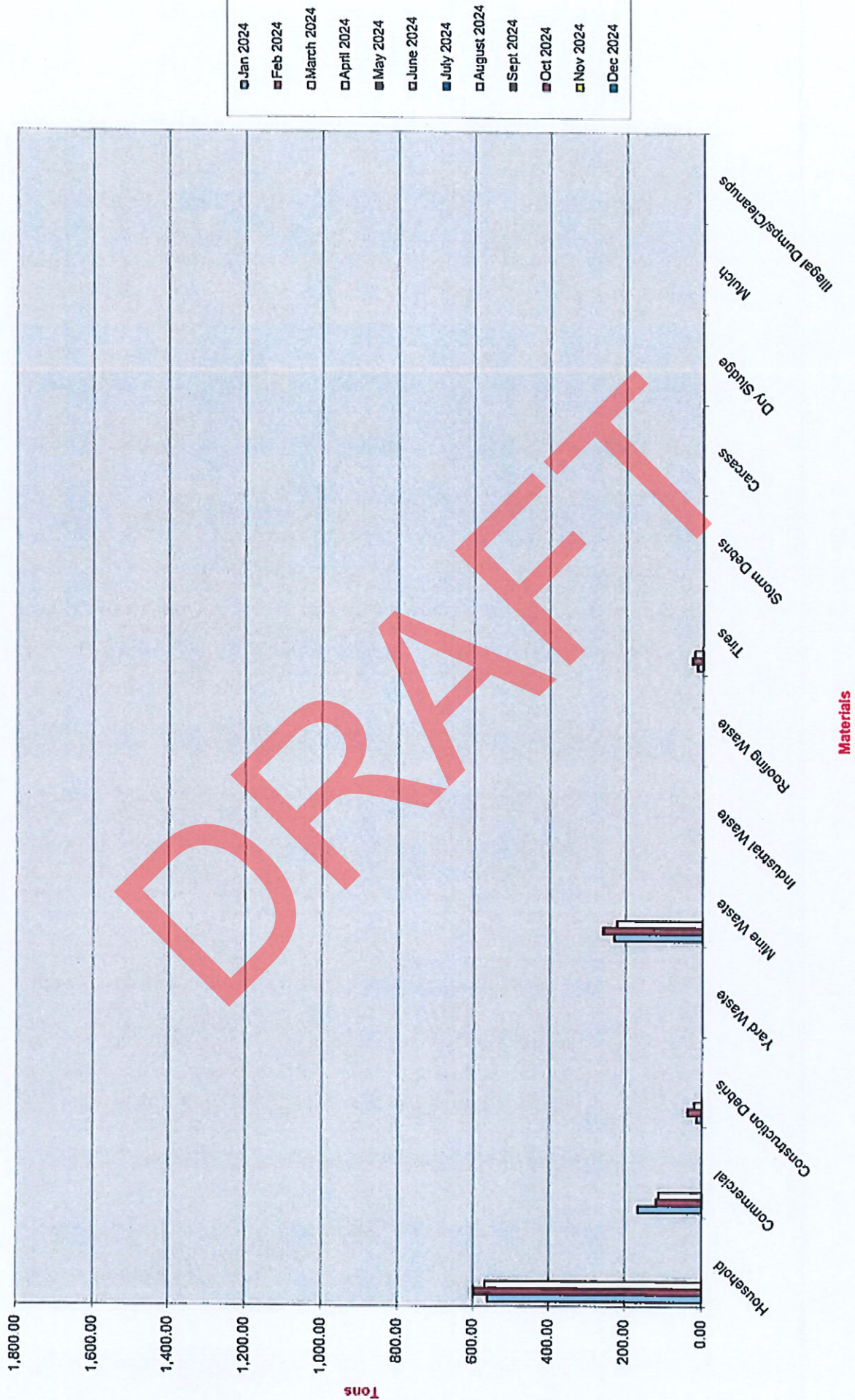
Name of Waste Material	This Month (Tons)	Last Month (Tons)	2023 (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)
Household	569.39	596.82	618.06	600.06	730.97	692.43	613.45	603.16	615.58	646.37	720.07	616.81	627.69	656.23	757.20	773.11	764.03	743.49
Commercial	111.18	118.05	154.67	143.02	135.62	167.44	102.46	48.00	48.31	25.85	120.59	50.35	33.69	36.92	53.78	316.27	168.87	28.29
Construction Debris	20.56	38.15	21.98	23.28	25.41	37.17	33.80	11.90	0.48	3.17	32.85	62.39	11.20	12.80	24.61	11.36	10.85	29.06
Yard Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.26	0.81
Mine Waste	222.54	259.20	260.93	252.84	231.36	240.01	208.81	167.45	174.35	115.30	22.38	313.31	503.12	303.58	276.60	0.00	63.37	102.34
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67.08
Roofing Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tires	21.63	28.24	26.74	14.54	31.80	11.13	13.17	5.71	6.82	11.19	7.67	10.14	16.49	24.94	17.38	17.69	10.28	11.21
Flood Debris/Brush	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.26
Carcass	0.07	0.00	0.00	0.00	0.00	0.00	0.31	4.22	0.70	1.21	0.55	0.80	1.05	1.72	1.96	2.18	2.42	1.67
Other Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Blotch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Illegal Dumping - Other	0.00	0.00	7.68	0.00	3.73	2.60	1.32	1.66	0.00	0.00	2.68	0.00	0.00	0.92	0.00	0.00	0.00	0.00
Pickup	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	944.37	1,040.46	1,090.06	1,093.74	1,159.09	1,150.78	987.79	942.13	946.95	812.12	999.61	1,060.77	1,155.25	1,056.12	1,131.53	1,126.02	1,024.37	920.56
																		943.07

Dickenson County Waste Stream Analysis
(This Month)



Total Tonnage includes the following towns:
Town of Glenwood 0

Dickenson County 2024



Russell County Waste Stream Analysis
Period: March 1, 2024 to March 31, 2024

Name of Waste Material	This Month (Tons)	Last Month (Tons)	2023 (Tons)	2022 (Tons)	2021 (Tons)	2020 (Tons)	2019 (Tons)	2018 (Tons)	2017 (Tons)	2016 (Tons)	2015 (Tons)	2014 (Tons)	2013 (Tons)	2012 (Tons)	2011 (Tons)	2010 (Tons)	2009 (Tons)	2008 (Tons)	2007 (Tons)	2006 (Tons)
Household	1,173.19	1,163.01	1,314.61	1,347.18	1,452.34	1,643.68	1,152.09	1,088.62	1,075.98	1,209.35	1,400.83	1,343.09	1,321.87	1,489.68	1,549.31	1,651.98	1,594.81	1,647.85	1,560.91	1,827.01
Commercial	135.04	139.12	154.39	143.86	128.56	125.08	121.01	166.86	120.44	142.64	177.29	125.25	128.25	155.51	280.21	303.75	218.24	211.01	229.07	234.09
Construction Debris	73.16	88.91	96.96	82.61	113.81	78.75	45.16	48.05	40.46	52.11	26.99	45.24	79.44	39.37	101.16	154.70	176.56	146.51	91.42	67.71
Yard/Ash Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37.07	13.71	5.19	9.03	2.52	53.01	118.84	26.80	4.01	2.66	9.25	8.09	14.40
Industrial Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26.20	23.68	31.93	0.00	0.00	0.00	0.00	2.30
Roofing Waste	21.59	21.33	26.85	34.42	36.86	28.14	23.43	27.27	33.85	10.92	9.32	7.81	7.84	7.66	12.03	10.83	22.71	55.69	90.64	70.23
Tires	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.20
White Goods	14.72	13.83	32.06	31.88	10.55	14.23	14.04	7.76	12.97	4.52	9.04	11.67	40.54	6.08	8.43	4.03	4.71	4.66	2.91	3.27
Pallets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.95
Dry Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contaminated Recycle	7.50	6.91	11.64	4.84	0.00	0.00	0.00	3.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.91
Illegal Dumpsite	0.41	2.27	4.33	0.00	5.76	0.26	13.14	10.80	5.25	7.49	15.53	0.26	10.86	2.19	2.40	2.47	6.84	1.43	10.12	0.00
Flood Debris	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Carcass	2.31	2.01	2.51	0.61	0.88	1.87	1.59	1.02	1.55	1.71	1.86	1.69	1.54	0.45	2.69	0.23	2.08	2.35	1.42	1.27
	1,427.92	1,437.39	1,643.35	1,645.40	1,759.07	1,892.01	1,414.09	1,391.57	1,305.61	1,442.55	1,655.20	1,537.53	1,669.55	1,847.95	2,017.35	2,140.07	2,038.74	2,080.21	2,049.82	2,256.34

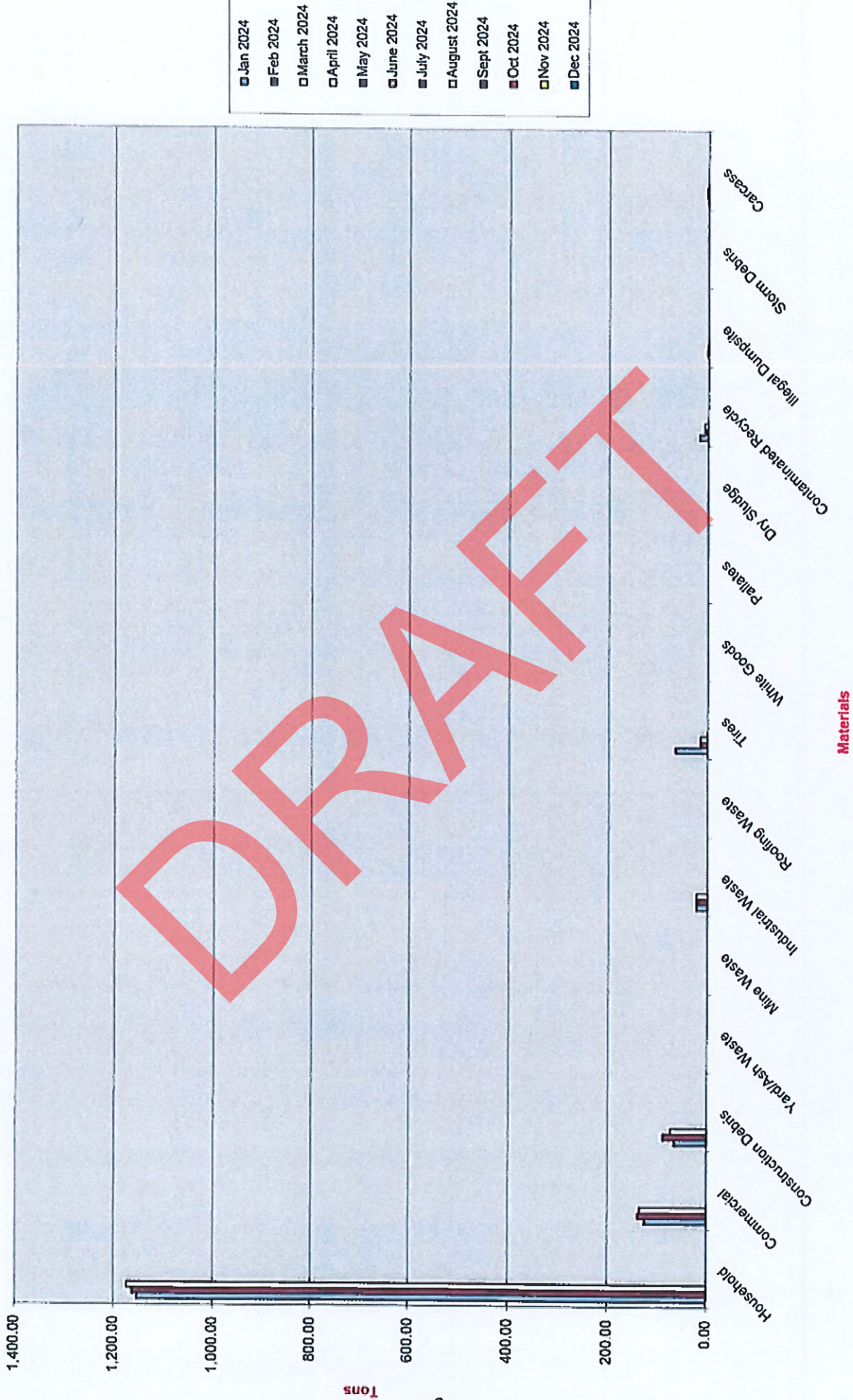
Russell County Waste Stream Analysis
(This Month)



Total Tonnage includes the following towns:

Lebanon	0	Honaker	0
Cleveland	0		

Russell County 2024



Cumberland Plateau Regional Waste
Management Authority

Cash Flow Statement

March 2024

Cash Balance - February 29, 2024 132,017.89

Cash Received - Tipping Fees:

Buchanan (Mar)	87,748.98	
Dickenson (Feb)	64,468.72	
Russell (Feb)	78,651.58	
		230,869.28
Interest		160.72

Cash Expenditures (229,022.59)

Cash Balance - March 31, 2024 134,025.30

<i>Fund Balances:</i>	
<i>Capital Equip Replacement Fund</i>	<i>165,510.00</i>
DEQ C/D	54,249.96

Total in Bank	353,785.26
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Cumberland Plateau Regional Check Register

For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Amount
	3/4/24	Anthem HealthKeepers, Inc.	155.62 Toby Dental/Vision
	3/25/24	Anthem HealthKeepers, Inc.	1,521.47 Toby Health Insurance
	3/15/24	TAG Resources, LLC	275.26 Employee 401k
	3/31/24	TAG Resources, LLC	275.26 Employee 401k
	3/15/24	TAG Resources, LLC	110.00 Employee 401k
	3/27/24	BCA Industries	23,900.00 Tire Shredder = 1/3 to each County
14619	3/1/24	Caterpillar Financial Services Corp	6,798.15 Note Payment
14622 on-line	3/21/24	Appalachian Power Company	696.84 BC Electric
14623	3/21/24	First Bank & Trust	1,300.75 Bank Loan
14624 On-line	3/21/24	Card Services Center	675.44 Supplies (Amazon) \$115.80
			BC Internet (IGO) \$99.85
			Meeting Expense (Bonanza) \$306.63
			DC Supplies (Amazon) \$29.48
			DC Utility (PSA) \$93.30
			DC Supplies (Amazon) \$30.38
14625	3/21/24	WM Corporate Services, Inc.	106,489.50 BC Tipping Feb/24 \$39,264.10
			DC Tipping Feb/24 \$27,900.00
			RC Tipping Feb/24 \$39,325.40
14626	3/21/24	Custom Ecology, Inc.	87,430.25 BC Transportation Feb/24 \$33,356.00
			DC Transportation Feb/24 \$23,719.59
			RC Transportation Feb/24 \$30,354.66
14627	3/21/24	Crystal Springs	38.97 RC Supplies
14628	3/21/24	Sonny's	28.01 BC Fuel
14629	3/21/24	Unifirst Corporation	765.44 Uniforms Feb/24
14630	3/21/24	Innovative Technology Solutions	234.00 IT Support
14631	3/21/24	Honaker Solutions, LLC	840.00 Accounting Mar/24
14632	3/21/24	Industrial Development Authority	200.00 Office Rent Apr/24
14633	3/21/24	Clintwood Lumber and Supply Co., Inc.	57.14 DC Supplies
14634	3/21/24	Michael Shields	277.05
14635 On-line	3/21/24	Point Broadband	85.29 RC Phone
14636	3/21/24	Freedom Ford of Claypool Hill LLC	92.48 Vehicle Maintenance
14637	3/21/24	NXTGen Mobile Welding Services, LLC	7,001.00 BC Sta Maint
14638	3/21/24	Buchanan County PSA	43.24 BC Utility
14639	3/21/24	Carter Machinery Company, Inc.	3,457.97 RC Equip Maint
14640 On-line	3/21/24	Appalachian Power Company	689.29 DC Electric
14641	3/21/24	Verizon	39.38 RC Phone
14642	3/21/24	Verizon	84.30 BC Phone
14643 On-line	3/21/24	Appalachian Power Company	211.25 RC Electric
14644 On-line	3/21/24	Point Broadband	79.95 DC Phone
14645 On-line	3/21/24	Point Broadband	79.95 Office Phone
14646 On-line	3/21/24	Appalachian Power Company	238.93 RC Electric
14647	3/21/24	Addington Oil, Inc	2,207.87 BC Fuel
14648	3/21/24	Powerplan	36.48 Tire Machine BC/DC/RC \$12.16
14621	3/1/24	Nathan D. Kiser	184.70 Director's Compensation
3.1.24	3/1/24	Ronald E. Peters	184.70 Director's Compensation
3.1.24	3/1/24	Damon Rasnick	184.70 Director's Compensation
3.1.24	3/1/24	Jeffery S. Cooper	184.70 Director's Compensation
3.1.24	3/1/24	Timothy W. Hess	109.70 Director's Compensation
3.1.24	3/1/24	Andrew J. Hensley	184.70 Director's Compensation
3.15.24	3/15/24	Toby F. Edwards	2,503.54 Salary 1st half
3.28.24	3/28/24	First Bank & Trust	-26,000.00 BC/DC/RC Equip Maint reduction
3.29.24	3/29/24	Toby F. Edwards	2,503.54 Salary 2nd half
4.15.24	3/31/24	United States Treasury	2,191.34 Federal withholding
4.25.24	3/31/24	VA Dept of Taxation	381.94 State withholding
	3/18/24	Cash refund from Advanced Auto	-5.50 Return (could not credit account)
Total			229,022.59

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CUMBERLAND PLATEAU REGIONAL WASTE MANAGEMENT AUTHORITY
FY 2022-24 - OPERATING BUDGET & EXPENSE REPORT

	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Expended thru 3/31/2024	FY 2023-24 Budget
Direct Expenses:											
Transport/Disposal	170,774.99	181,220.56	185,573.37	165,955.93	180,130.89	185,223.45	180,314.79	187,908.34	193,919.75	1,620,240.77	1,500,800.00
Tire Recycling											10,000.00
HHW Event											12,000.00
Other Reimbursed Expenses		222.46			3,823.05					4,045.51	
Overhead Expenses:											
Debt Service - Loaders	170,774.99	181,220.56	185,573.37	165,955.93	180,130.89	185,223.45	180,314.79	187,908.34	193,919.75	1,620,240.77	1,522,900.00
Other Disposal	6,798.15	6,798.15	6,798.15	6,798.15	6,798.15	6,798.15	6,798.15	6,798.15	6,798.15	67,981.50	
Utilities:											
Buchanan	254.05	450.90	249.28	477.09	484.03	538.64	782.14	897.33	740.00	4,854.13	6,000.00
Dickinson	577.49	293.32	293.32	308.51	419.15	595.01	943.35	864.07	782.59	5,313.31	6,000.00
Russell	651.86	307.93	337.80	283.17	437.72	944.37	1,011.77	991.31	450.18	5,412.11	6,000.00
Supplies:											
Buchanan	11.99	199.55	70.38	218.27	63.25			96.38	(1.80)	638.68	2,500.00
Dickinson		378.35	21.46	363.48	16.96			178.09	115.37	1,241.80	2,500.00
Russell		393.37	135.44	591.11	340.97			180.88	37.14	1,768.87	2,500.00
Fuel:											
Buchanan	42.01	2,385.93	74.01	24.21	2,189.71	46.80				6,946.15	10,000.00
Dickinson	19.28		1,252.44		1,521.50					4,628.34	8,000.00
Russell		2,910.27			2,382.41					7,938.06	10,000.00
Telephone:											
Buchanan	183.00	207.82	374.12	284.31	84.35	184.20	391.97	184.15	144.15	1,977.87	2,400.00
Dickinson	170.46	107.37	103.30	103.75	85.43	107.97	107.97	79.29	79.29	1,177.13	2,000.00
Russell	123.14	194.44	271.78	136.35	124.67	134.67	235.89	124.67	124.67	1,452.36	2,500.00
Station Maintenance/Improvements:											
Buchanan	223.78	138.18	3,647.97	1,669.78	402.16	46.00	790.00	40.00	7,001.00	13,952.37	30,000.00
Dickinson	40.00	740.00	685.43	2,607.77	93.87	237.60	877.95	290.00	4,584.62	14,586.62	30,000.00
Russell	40.00	40.00	1,138.37	12,958.19	79.52	40.00	790.00	14,586.62	29,672.40	30,000.00	30,000.00
Loader/Equip Maintenance:											
Buchanan	4,902.35	6,537.34	2,580.36	11,076.84	1,521.50						
Dickinson	3,463.55	992.89	6,566.11	1,580.79	16,957.31						
Russell	4,113.70	3,340.27	5,407.29	23,540.19	13,568.53						
Transfer Station Permits and Management:											
Station Permits											
VACO Insurance	14,164.00			154.00						21,892.00	24,000.00
Management	6,881.44	6,881.44	6,881.44	6,881.44	8,339.48	6,881.44	6,881.44	6,881.44	6,881.44	14,627.00	22,000.00
Franchise Health & Retirement	2,563.24	2,288.48	2,543.21	2,563.74	2,697.59	2,554.48	2,697.29	2,721.23	2,721.23	63,881.08	75,000.00
Franchise Manager	840.00	840.00	840.00	840.00	840.00	1,340.00	840.00	840.00	840.00	24,357.59	24,000.00
Legal	2,167.25	941.00	1,716.00	548.72	396.58	922.45	834.72	1,493.50	8,060.00	9,185.62	10,000.00
IT Support	2,890.00	279.00	585.00		1,040.00	4,883.00	90.00	4,883.00	4,883.00	10,000.00	10,000.00
Office Tech/Internet/Cable/Office Supplies	492.21	200.00	290.74	786.74	364.95	532.21	765.00	567.49	3,784.51	5,000.00	5,000.00
Director's Comp & Pk Tax	1,291.40	1,076.50	1,291.40	3,291.40	1,291.40	1,291.40	1,291.40	1,291.40	1,291.40	11,995.60	10,000.00
Professional Fees (Audit)											
Meeting Expense	1,680.88		670.06	(1,152.76)	210.62	568.00	574.29	372.36	356.63	3,212.64	4,000.00
Travel											
Supplies:											
Query/Utilities											
Vehicle Expense	67.82	1,798.00	132.29	472.37	59.15	498.94	80.28	200.00	115.80	1,000.00	1,000.00
Uniform Rentals	1,904.19	580.24	812.18	604.16	59.15	1,483.04	877.09	1,342.67	97.44	3,357.79	3,500.00
Advertising											
Project-Tire Shear	1,000.25	1,300.75	1,300.75	1,300.75	1,300.75	1,300.75	1,300.75	1,300.75	1,300.75	11,706.75	2,000.00
Reserve/Equip/ Emergency Fund											
OVERHEAD SUBTOTAL	516,902.99	36,545.75	72,446.40	67,602.74	74,112.05	27,372.55	39,558.37	55,011.91	35,102.84	464,873.66	548,645.92
TOTAL EXPENSES	\$ 227,877.88	\$ 218,067.77	\$ 263,119.76	\$ 203,556.67	\$ 267,265.79	\$ 192,596.00	\$ 219,871.16	\$ 238,028.15	\$ 229,022.59	\$ 2,089,299.97	\$ 2,057,545.92

**Overhead Rate per County

Rate begins July 1, 2023
15.1250%

*Management Breakdown	
Toby Salary	63881
Toby Insurance	13260.28
401K Cost/Contribution	6210.50
Taxes	4886.81
Total Fringe	24357.59
Directors Comp & Taxes	
Salary	10400
Taxes	795.6
	11195.6
Office Breakdown	
Phone/Int	901.19
Rent	1800.00
Postage	147.66
Office Sup	935.66
Bank Charge	3784.51

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