



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF HEALTH

## OFFICE OF DRINKING WATER

Abingdon Field Office

407 E. Main Street, Suite 2  
Abingdon, VA 24210  
Phone: 276-676-5650  
Fax: 276-676-5659

July 15, 2019

SUBJECT: Carroll County  
Waterworks: Gladesboro Elementary School  
PWSID No.: 1035227

Dr. Shirley Perry, Superintendent  
Carroll County School Board  
605-9 Pine Street  
Hillsville, Virginia 24343

Dear Dr. Perry:

We have evaluated the "first draw" tap sample results for lead and copper monitoring that was conducted in accordance with the Lead and Copper Rule monitoring requirements of the Virginia *Waterworks Regulations* for the first annual reduced monitoring period which began January 1, 2019.

The results indicate that your waterworks met the 0.015 milligrams per liter (mg/L) action level for lead and 1.3 mg/L action level for copper. The 90th percentile lead concentration was below the detection level of 0.002 mg/L. The 90th percentile copper concentration was 0.109 mg/L. Therefore, your waterworks continues lead and copper monitoring with sample collection in the second annual reduced monitoring period.

Although only five samples were required to be collected for lead and copper analysis in the first annual reduced monitoring period, fifteen samples were collected. Five of the samples cannot be counted for compliance because they do not meet the first draw requirement. Please note that the kitchen sink was the only location with detected presence of lead. First draw sample No. E181206888 collected at 10:53 pm on June 4, 2019, shows a lead concentration of 0.00508 mg/L. Sample No. E190402427 collected immediately after, at 10:54 pm on June 4, 2019, shows a lead concentration of 0.0149 mg/L. These results indicate the distribution piping or lead solder used on the copper piping may be contributing to the lead concentration in the water.

This Office understands the kitchen sink will be replaced in the near future. It is also recommended you replace as much piping as possible leading up to the sink to reduce exposure to lead in drinking water at the school caused by lead solder on copper piping. The pipes, valves, and spigot should be replaced with materials that are non-metallic or meet the current definition of "lead-free."

The second annual reduced monitoring period is January 1, 2020, through December 31, 2020. The *Waterworks Regulations* require that waterworks which are monitoring at a reduced frequency must collect samples during the months of June, July, August or September. As such, you must collect the lead and copper tap samples between June 1, 2020, and September 30, 2020.

As a reminder you should review your approved Materials Survey and Lead and Copper Rule Sample Siting Justification Certification (LCRSSJC) to verify your highest tier sites. Sampling from the highest tier site must be conducted during each monitoring period unless a site has to be dropped because of inaccessibility. In that case, you will use the highest tier sample site from the list of approved sites. Only approved sites may be used for lead and copper tap sampling. Changes in sampling sites require the LCRSSJC be amended and approved by this office prior to sample collection.

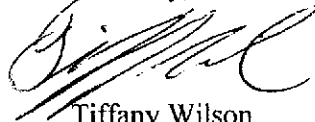
The *Waterworks Regulations* require you to notify the consumers in buildings served by the subject waterworks of the lead and copper sample results. In addition, you must provide an explanation of the health effects of lead, a list of steps consumers may take to reduce exposure to lead in drinking water and water utility contact information. The notification must also provide the maximum contaminant level goal, the action level for lead and the definitions for these two terms.

Notification to the consumers in buildings served by the subject waterworks must be made by posting the lead and copper sampling results and delivering to each student's guardian as soon as practical but no later than 30 days from the date of this letter. The sample results notice must be posted a minimum of seven days. Enclosed is a sample results notice template with the required information to assist you in meeting this mandatory consumer notification requirement. Upon request, we will send an electronic file of the sample results notice template.

After notification has been completed, you must also complete the enclosed "Lead and Copper Results Delivery Certification" form and return it to us along with a copy of the sample results notice. The Certification Form and copy of the sample results notice must be submitted to this office by December 31, 2019.

This office remains available to provide assistance to you in complying with the above listed requirements of the Lead and Copper Rule. Should you have any questions, please contact me at (276) 676-5650.

Sincerely,



Tiffany Wilson  
Environmental Health Technical Specialist

TRW/kb

cc: Carroll County Health Department — Attn: Dr. Karen Shelton  
✓ Carroll County Administrator  
VDH – ODW – Central Office  
AFO file copy

Andy Jackson  
331 Calvary Way  
Laurel Fork, VA 24352

Carroll County Board of Supervisors  
c/o Steve Truitt  
Executive Director  
Carroll County Economic Development Authority  
605-1 Pine St  
Hillsville, VA 24343

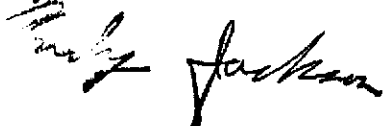
July 11, 2019

Dear Sirs:

It is with regret that I must tender my resignation from the Carroll County Economic Development Authority (EDA) after many years of service. The current state of my health and other personal issues forces me to take this course of action.

I wish the EDA continued success in its endeavors to foster economic development in our County.

Sincerely,

A handwritten signature in black ink that reads "Andy Jackson". The signature is written in a cursive style with a large, stylized "A" and "J".

Andy Jackson

**NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT AREA**  
**CONSORTIUM BOARD**

**MEETING AGENDA**

**July 17, 2019**

- I. Call to Order – Jay Williams
- II. Moment of Reflection/Pledge of Allegiance - Chair
- III. Roll Call
- IV. Consent Agenda
  - A. Approval of Minutes from the May 15, 2019 Meeting
  - B. Operational Summary
  - C. Executive Committee Action
    1. Banking Proposal
    2. Approval to Apply for Funds
- V. Public Comment Period
- VI. Review/Approval of Draft PY'19 Budget
- VII. Review/Approval of PY'19 Contract Extensions and Funding Allocations
- VIII. Workforce Development Board Update
- IX. Executive Summary – Marty Holliday
  - A. July 19<sup>th</sup> Presentation by the State
  - B. Grant Applications Updates
- X. Informational Items
  - A. Workforce System Updates
    1. One-Stop Operator – Beth Carico
    2. T2C Update – Beth Carico and Melanie Blosser
    3. Grants Update
      - A. HEART
      - B. Go Virginia Region 2
      - C. Pathways – Jenny Bolte
- XI. Consortium Board Members Time
- XII. Miscellaneous (Travel Reimbursement, 2018 (remaining) and 2019 (new), Consortium Board Meeting Schedule)
- XIII. Next Meeting Date– **September 18, 2019, Wytheville Meeting Center 10AM**
- XIV. Adjournment

# New River/Mount Rogers Workforce Development Area Consortium Board

## May 15, 2019 MEETING MINUTES

A meeting of the NR/MR WDA Consortium Board was held on May 15, 2019 at the Wytheville Meeting Center, Wytheville VA. Those in attendance were as follows:

<u>Board Members</u>	<u>Staff</u>	<u>Guests</u>
Jay Williams – Giles, Chair Dr Eric Workmand – Bland Rex Hill – Carroll Terri Morris – Floyd Mary Biggs – Montgomery Joe Guthrie – Pulaski Joe Hale – Wythe Neal Osborne – Bristol City Robert Gropman – Radford City	Marty Holliday Beverly Suthers Della Wheeler	Mike Miller – Chair WDB Beth Carico - People Inc. Leta Bradley – Goodwill of the Valleys, Inc.

At 10:10 am, Chair Williams called the meeting to order with a moment of reflection.

Chair Williams asked Ms. Suthers to call the roll. A quorum was present.

Dr. Workman made a motion to approve the Consent Agenda Items as presented, with a second from Mr. Hill.

Moving on with Agenda Chair Williams opened the floor to public comment. Hearing none, he proceeded with the next item on the agenda.

Ms. Holliday reviewed the Draft PY19 Budget, stating that the program allocations had not yet been received from the State. She had been informed that the Local Area allocations will be sent out by May 20, 2019. She told the Board that planned the budget on a 12% reduction in funds. The draft PY19 budget will be reworked after the allocations are received and then again when carryover figures are known. The Final PY19 Budget will be presented at the September Board meeting. A brief discussion followed. Dr. Workman made a motion to approve the Draft PY19 Budget as presented with a second from Mr. Gropman. There was a called vote: Giles – Yes, Carroll – Yes, Floyd – Yes, Montgomery – Yes, Pulaski – Yes, Wythe – Yes, Bristol City – Yes, Radford City – Yes.

Next, Ms. Biggs made the motion to approve the PY19 Contract Extensions and Funding Allocations, with a second from Mr. Guthrie. There was a called vote: Giles – Yes, Carroll – Yes, Floyd – Yes, Montgomery – Yes, Pulaski – Yes, Wythe – Yes, Bristol City – Yes, Radford City – Yes.

Ms. Biggs then made a motion to approve the PY19 Fiscal Agent Agreement with a second from Dr. Workman. Motion was passed unanimously.

Mr. Miller updated the Board on the WDB activities and the work that has been done on the budget. He stated that the next WDB meeting will be election of officers.

Ms. Holliday preceded to update the Board on the Executive Summary and Informational items. She stated that the Legislative Breakfast would be postponed until November after the elections.

Ms. Holliday stated that we have a staff person who will become a Job Profiler for the Work Ready Communities and would be leaving in June for training. She stated that the region would be moving forward together. A brief discussion followed.

Ms. Carico, updated the Board on the One Stop Operations and the Youth Special Project. Ms. Bradley updated the Board on their Youth Special Project.

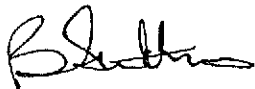
Ms. Holliday updated the Board on the Grants.

Chair Williams opened the floor for Board member time. Mr. Gropman asked Ms. Holliday how the low unemployment rate in the region would affect our customers. Ms. Holliday stated that our Program Operators would be working with customers who need additional assistance and this would take more effort. A brief discussion followed. Chair Williams thanked staff and Operators for their time and commitment.

Chair Williams proceeded to highlight Board Travel, the next meeting on July 17, 2019 at the Wytheville Meeting Center at 10:00 am.

The meeting was adjourned at 10:45 am.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "B. Suthers", written in a cursive style.

Beverly W. Suthers  
Workforce Operations Coordinator

## Operational Summary – July 17, 2019

### Service Levels:

Thru June 30, 2019, our Program Operators have served the following:

DLW – 232	In Training – 52
Adults – 238	In Training – 56
Youth – 213	

These service levels are the following percentage of planned PY'18 enrollments for the 4<sup>th</sup> quarter of the program year:

	<u>Plan</u>	<u>Actual</u>
DLW – 140% of plan	166	232
Adult – Goodwill – 119%	100	119
People – 102%	117	119
Youth – Goodwill – 84%	116	98
People – 100%	115	115

### Performance:

Thru June 30, 2019, Program Operators have achieved the following performance levels:

	<u>Total</u>	<u>Attained Standard</u>	<u>Exclusion*</u>
DLW – Placement Rate – 82%	75	61	1
Average Wage at Placement - \$14.07			

	<u>Total</u>	<u>Attained Standard</u>	<u>Exclusion*</u>
<b>Adults:</b>			
<u>Goodwill Industries of the Valleys</u>			
Placement Rate – 86%	54	42	5
Average Wage at Placement - \$10.30			
<u>People, Inc. of Virginia</u>			
Placement Rate – 100%	47	47	0
Average Wage at Placement - \$12.64			
<b>Youth:</b>			
<u>Goodwill Industries of the Valleys</u>			
Placement Rate – 93%	43	37	3
Attained a Degree or Certificate – 87%	23	20	0
<u>People Inc. of Virginia</u>			
Placement Rate – 91%	43	39	0
Attained a Degree or Certificate – 91%	22	20	0

**Exclusions:**

1. Institutionalized
2. Health/Medical or Family Care
3. Deceased
4. Reserve Forces Called to Active Duty
5. Relocated to a Mandated Program
6. Invalid or Missing Social Security Number

Operator performance is in line with planned contract performance goals as well as negotiated Performance Measures.



## Financial

Thru May 31, 2019, our Program Operators expended 59% of available PY'18 contract funding for all programs. Under WIOA 45% (40% required) of Adult/DLW funds expended have been for required training activities. 85% (75% required) of WIOA Youth program funds have been expended on Out of School Youth with 31% (20% required) expended on Work Experience activities as defined under WIOA. All expenditures are meeting/exceeding current WIOA and State program spending requirements.



**New River/Mount Rogers Workforce Development Area Consortium Board  
Request for Proposal  
Revolving Credit Line/Banking Services**

**BACKGROUND** - In 2000, the Federal Government changed its jobs training program from JTPA to the Workforce Investment Act (WIA). With that legislation, it established local Workforce Investment Boards that receive the Federal jobs training funds on an annual basis and have the responsibility of administering them locally. In 2014, Congress changed the program to the Workforce Innovation and Opportunity Act (WIOA) that basically kept everything the same but changed the names of the Boards to Workforce Development Boards and Workforce Development Areas.

Va. Code §15.2-1300 provides that local governments may enter into agreements for joint or cooperative exercise of any power, privilege or authority which each is capable of exercising individually. The Member Jurisdictions of the New River/Mount Rogers Workforce Development Area (which includes the Counties of Bland, Carroll, Floyd, Giles, Grayson, Montgomery, Pulaski, Smyth, Washington and Wythe and the Cities of Bristol, Galax and Radford) have formed a joint entity designated as the New River/Mount Rogers Workforce Development Area Consortium (the "Consortium") and recognized as Virginia's Area II Local Workforce Development Area. The Chief Local Elected Official (or their appointee) makes up the membership of the New River/Mount Rogers Workforce Development Area Consortium Board (here after called the Board).

The Board has financial responsibility of WIOA and other discretionary grant funds received by the New River/Mount Rogers Workforce Development Area

**REASON FOR REQUEST** - The government grants require the Board to operate on a reimbursement basis and, up until the present time, the Board's fiscal agent, the New River Valley Regional Commission, has provided the up-front funding. With the increased amount of discretionary grants received by the Board, this has become an additional financial burden on the fiscal agent.

**PRODUCT NEED-** We are in need of and shopping for the following services:

- Establishment of a business operating line of credit at \$500,000;
- Business on-Line banking;

Other questions to be answered include:

- Current Interest rate and terms offered: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Fees:
  - Origination charge on loan: \_\_\_\_\_
  - Maintenance fees on line of credit: \_\_\_\_\_
  - Sweep Fees: \_\_\_\_\_

- Are government organizations eligible for free checks or a discounted rate? \_\_\_\_\_ If yes, what type of discount?  
\_\_\_\_\_
- Can we make a draw/transfer on a line of credit through on-line banking? \_\_\_\_\_

Proposals must be submitted by 4:30PM on June 28, 2019 to the Executive Director, Marty Holliday at 6580 Valley Center Drive, Suite 119, Radford, VA 24141; [marty.holliday@vcwnrnr.com](mailto:marty.holliday@vcwnrnr.com). This information will be presented to the Board's Finance Committee. The Finance Committee will review all proposals and make a recommendation to the Board.

If you have any questions or would like further clarification of any aspect of this request, please contact Marty Holliday at 540-633-6764 or [marty.holliday@vcwnrnr.com](mailto:marty.holliday@vcwnrnr.com).

*Funds described are 100% supported by a federal U. S. Department of Labor (DOL) Employment and Training Administration Workforce Innovation and Opportunity Act (WIOA) and/or other DOL Grants.*

## Grant Applications

- a. **State Rapid Response** funds to support the dislocated workers from recently announced layoffs (and with the cut in funding, we may not be able to support them without additional funds). I hope to get this request off soon. Estimated request **\$199,500** (budget not complete yet). Services provided will be traditional WIOA Dislocated Worker Services.
- b. **Economic Equity Grant** (state funds) – Due Friday July 12 to the State for **\$200,000** (that is the maximum you can request)
  - i. *With low unemployment rates, businesses are struggling to find talent to fill jobs. The workforce system needs to build a bridge between the out of work population and business needs. This work will also lay the foundation and establish service delivery practice for implementing the legislated Medicaid work requirement.*
- c. **Workforce Opportunities for Rural Communities –WORC Grant** – Due July 15 to the DOL covering the 33 Virginia localities in the Appalachian region that are located in five workforce areas - **\$2.5 million** is the maximum request (this one would be using the Pathways model)
  - i. *ETA/U.S. Department of Labor (DOL), in partnership with the Appalachian Regional Commission (ARC) and the Delta Regional Authority (DRA), announce the available funds for demonstration grant projects supporting alignment of workforce development with existing strategies and plans for economic development and diversification in rural communities from the following areas hard hit by economic transition and recovering slowly: 1.) The Appalachian region, as defined in 40 U.S.C. 14102(a)(1), and 2.) The Lower Mississippi Delta (Delta) region, as defined in 7 U.S.C. 2009aa(2).*
  - ii. *These grants will enable eligible applicants within the Appalachian and Delta regions to expand the impact of existing workforce development initiatives, as well as provide valuable career, training, and support services to eligible individuals in counties and parishes and/or areas currently underserved by other resources. These grants support workforce development activities that prepare dislocated workers, new entrants to the workforce, and incumbent workers for good jobs in high-demand occupations aligned with a regional or community economic development strategy.*

# Draft - PY'19 BUDGET

## PY'18 Carryover Funds

### Formula

Administration \$ 25,000

### Program

DLW \$ 75,000  
 Adult \$ 110,000  
 Youth \$ 65,000

Totals \$250,000

Total Carryover Funds \$275,000

## PY '19 WIOA Allocations

	Admin	Program	PY'19 Projection	PY18 Allocations
DLW	\$52,545	\$472,902	\$525,446	\$597,098
Adult	\$63,547	\$571,921	\$635,468	\$722,123
Youth	\$76,617	\$689,551	\$766,168	\$870,645
Totals	<u>\$192,708</u>	<u>\$1,734,374</u>	<u>\$1,927,082</u>	<u>\$2,189,866</u>

## Total Available Funding Summary

	Admin	Program	Total
WIOA Funding	\$192,708	\$1,734,374	\$1,927,082
Carryover	\$25,000	\$250,000	\$275,000
APG		\$1,858,161	\$1,858,161
Go VA		\$25,000	\$25,000
Ticket/swift Start		\$5,000	\$6,000
Total	<u>\$217,708</u>	<u>\$3,872,535</u>	<u>\$4,091,243</u>

## Draft - PY'19 BUDGET

### Expenses

Staff Salaries	\$476,878
Fringe Benefits	\$151,200
Travel	\$25,000
Office Space	\$53,000
Communication/Phones	\$11,000
Office Supplies	\$8,000
Postage	\$250
Printing	\$750
Copies & Copier Maint.	\$750
Outreach/Media Adv.	\$10,000
Equipment Rent	\$1,600
Dues/Pubs	\$3,100
Training/Professional Development	\$4,500
Meeting Expense	\$8,000
Capital Outlay	\$0
Contractual Ser.	\$1,481,785
Professional Services	\$10,000
Liabiity Insurance	\$2,500
Miscellaneous	\$1,350
<b>Expenses</b>	<b>\$2,249,663</b>
<b>Fiscal Agent Services</b>	<b>65,000</b>
<b>Board Reserved Funds</b>	<b>20,000</b>
<b>Total Budget</b>	<b>\$2,334,663</b>

**Budget Breakdown by Program**

WIOA Expenses

Formula Administration	\$92,281
Formula Adult Program	82,916
Formula DLW Program	82,916
Formula Youth Program	108,151
Formula Total	<u>\$366,262</u>

APG	\$1,858,161
Go VA Region 2	\$25,000
Ticket/Swift Start	\$6,000
Non-Formula Total	<u>\$1,889,161</u>

**Grand Total** \$2,255,423

**Fiscal Agent Services - \$65,000**

Formula Administration Funds - **\$65,000\***

**Board Reserved Funds - \$20,000**

Formula Administration Funds - **\$20,000\***

**DRAFT**  
**New River/Mount Rogers Workforce Development Area**  
**Summary of Funding Allocations/Carryover/Distributions**  
**Program Year 2019**

<b>Funding Source</b>	<b>Projected Funding</b>	<b>% of Funds</b>
Formula Administration	\$217,708	5.3%
Formula Adult Program	\$681,921	16.7%
Formula DLW Program	\$547,902	13.4%
Formula Youth Program	\$754,551	18.4%
APG	\$1,858,161	45.4%
Go Virginia Region 2 Collaborative	\$25,000	0.6%
Ticket/Swift Start	\$6,000	0.1%
<b>Projected Totals</b>	<b><u>\$4,091,243</u></b>	<b><u>100.0%</u></b>

**Board Expenses**

Formula Administration	\$92,281
Formula Programs	\$273,982
APG	\$442,795
Go VA Region 2 Collaborative	\$1,000
Ticket/Swift Start	\$6,000
<b>Total</b>	<b><u>\$816,057</u></b>

**Fiscal Agent Services** **\$65,000**

**Board Reserved** **\$20,000**



**"Draft"**  
**New River/Mount Rogers Workforce Development Area**  
**Summary of Funding Allocations/Carryover/Distributions**  
**Program Year 2019**

**Distribution to Program Operators**

Administration:		
One-Stop Administration		\$40,000
Program Costs:		
Formula Adult	\$590,000	
Formula DLW	\$460,000	
Formula Youth	\$640,000	<u>\$1,690,000</u>
<b>Total to Program Operators</b>		<b><u>\$1,730,000</u></b>

**Distribution to Sub-recipients**

APG	\$286,645	
<b>Total to Sub-recipients</b>		<b><u>\$286,645</u></b>

**Distribution to Contractors**

APG	\$1,128,721	
Go VA Region 2 Collaborative	\$24,000	
<b>Total to Contractors</b>		<b><u>\$1,152,721</u></b>

**Non Designated/Distributed Funds**

Formula Administration	\$428	
Formula Adult Program	\$9,006	
Formula DLW Program	\$4,986	
Formula Youth Program	\$6,400	
<b>Total Non Designated/Distributed</b>		<b><u>\$20,820</u></b>

**Grand Totals**

		<b><u>% of Funds</u></b>
Board Expenses	\$816,057	19.9%
Fiscal Agent	\$65,000	1.6%
Board Reserved	\$20,000	0.5%
Program Operators	\$1,730,000	42.3%
Sub-recipients	\$286,645	7.0%
Contractors	\$1,152,721	28.2%
Non Designated	\$20,820	0.5%
<b>Total</b>		<b><u>\$ 4,091,243    100%</u></b>

PY'19 Contracts to be Extended for One (1) Year

PY'19 Contract Extension Recommended Funding

Administration (One Stop Operator) \$50,000

People Inc. of Virginia \$50,000

DLW Program

People Inc. of Virginia \$445,000

Adult \$530,000

People Inc. of Virginia \$313,617

Goodwill Industries of the Valleys \$216,383

PY'19 Contracts to be Extended for One (1) Year

PY'19 Youth Contract Extension Recommended Funding

<u>Youth</u>	\$575,000
People Inc. of Virginia	\$331,991
Goodwill Industries of the Valleys	\$243,009

## Executive Summary – July 17, 2019

### Staff Activities

- System Building/Backbone Organization Support
  - Accountable Care Community (SWVA and NE TN)
    - ACC Management Team
    - ACC Data & Evaluation Committee (Co-Chair representing VA)
  - Go Virginia
    - Member of Region 1 Hire Education Committee
    - Member of Region 2 Workforce Committee
  - Ongoing:
    - Work Ready Community Steering Team and regional lead
    - Program development/oversight of the Pathways to the American Dream initiative for Areas 1, 2, 3 & 17
    - Management Team for the HEART Project (Heart of Appalachia Collaborative Economic Transition)
    - Continued support of all four, and leadership of one, Business Solution Units
    - Center of Excellence Board Director's Member (Chair of the Partner Committee)
    - Montgomery Chamber of Commerce Education and Talent Committee
    - Member NRV Regional Commission and MR Planning District CEDS committee
    - Career & Technical Education Advisory Board member: Bland, Carroll, Giles, Montgomery, Smyth and Washington Counties and Cities of Bristol and Radford
    - Virginia SkillsBelt Project (AEP and VT)
    - SWVA/ETN Accountable Care Community Leadership Team Member
      - Co-Chair of the Data Committee
    - Region 2 Go Virginia Career Expo Planning Team
- Community Outreach
  - VT Peers Group 6/3/19
  - NRV CEDS 6/7/19
  - United Way Collaboration for Change 7/10/19
  - ACC Data and Evaluation Committee Meeting 7/15/19
  - ACC Management Team Meeting 7/16/19
- Business Engagement/Outreach
  - Business Tours 5/20/19
  - SVAM Annual Meeting 6/12/19
  - SWVA Regional Business Roundtable 6/20/19
  - Discussion with 1901 Group 7/8/19
- Staff training and development
  - M. Holliday - Opioid Crisis Resource Training 5/22/19
  - M. Holliday, S. Layman and K. Simmons Sector Strategy/Career Pathway Academy 5/13/19 and 6/4/19
  - S. Layman – ACT Job Profiler Certification/Training 6/7/19 \*

\*This is key to our Work Ready Community Initiative.

**VBWD One-Stop Report**  
**New River/Mt. Rogers Workforce Development Board**  
**Wytheville One-Stop Campus and Affiliate Sites**  
**Reporting Period: June 1, 2019 – June 30, 2019 (YTD)**

In alignment with the balanced scorecard approach, each Local Workforce Development Board will forward a quarterly report to the Virginia Board of Workforce Development to include:

<b>Customer Service</b>	
Job seeker customer satisfaction survey results (% of respondents)	Very Satisfied – 75% Satisfied – 25%  No new comments
Business customer satisfaction survey results (% of respondents)	Very Satisfied – 75% Satisfied – 25%  "Extremely friendly staff – everyone comes by to say hello and introduce themselves. Checked in on me multiple times during visit. Mentioned our company to clients while on site".
<b>Operations</b>	
Number of new "participants" (job seeker customers) for the one-stop	Wytheville – 582 Radford – 1,171 Galax – 286 (began tracking October 2018) Bristol – 748 (began tracking October 2018)
Number of hires attributed to the One-Stop Center	Wytheville – 91 Radford – 369 Galax – 58 (began tracking October 2018) Bristol – 13 (began tracking October 2018)
Number of training activities completed	150
Number of workforce credentials attained	131 - 87% of individuals trained attained a credential
Number of new employers registered in Virginia Workforce Connection (VWC)	Wytheville – 32 Radford – 84 Galax – 14 (began tracking October 2018) Bristol – 50 (began tracking October 2018)
Number of new job orders entered into VWC	Wytheville – 1,720 Radford – 3,423 Galax – 606 (began tracking October 2018) Bristol – 1,057 (began tracking October 2018)
Number of services to employers in VWC	Wytheville – 10,672 Radford – 7,129 Galax – 2,553 (began tracking October 2018) Bristol – 3,368 (began tracking October 2018)

Number of job seekers registered in VWC	Wytheville – 24,800 Radford – 41,443 Galax – 20,412 (began tracking in October 2018) Bristol – 16,995 (began tracking in October 2018)
Number of employers served by partner staff (An employer “served” is one who had a defined workforce need and received a solution developed by one or more One-Stop Partners.)	Wytheville – 1,507 Radford – 913 Galax – 520 (began tracking in October 2018) Bristol – 433 (began tracking in October 2018)
<b>Resource Management</b>	
Narrative which describes adherence to the Resource Management Plan arrangement	<p>Memorandum of Understanding and partner resource sharing meetings are being held.</p> <p>Partner meetings are held regularly to exchange information:</p> <ul style="list-style-type: none"> <li>- 05/01/2019 Partner Meeting Wytheville – 18 Attendees</li> <li>- 06/06/2019 Partner Meeting Galax – 7 Attendees</li> <li>- 03/27/2019 Partner Meeting Radford – 28 Attendees</li> </ul> <p>Business Services Units in Abingdon, Wytheville, Galax, and Radford continue to be active and participate in sponsored activities across the region.</p> <ul style="list-style-type: none"> <li>- The Galax Business Services Team participated in Industry Tours in Galax, Carroll, and Grayson Counties on 5/20/19. Tours were conducted at Oak Hall Cap and Gown, Blue Ridge Designs, and Moog – Galax. Wytheville Community College provided their activity bus and a driver for transportation between tours.</li> <li>- A workforce exchange was held in Abingdon on 6/11/19 where a panel of businesses spoke to workforce partners about their hiring needs/requirements.</li> <li>- Leadership Development Training is scheduled with GENEDGE at The Crossroads Institute on July 30<sup>th</sup>. This is a free training open to all businesses in the area to offer leadership training to front line supervisors.</li> <li>- Careerworks Open House at The Crossroads Institute was held on 6/6/19</li> </ul>

Professional Development	
List of professional development and other activities completed	<p>Professional and other activities completed by staff include:</p> <ul style="list-style-type: none"> <li>- Dislocated worker staff continue to work with individuals affected by the Bristol Compressors closure. 59 workers have been enrolled on the dislocated worker program at this time.</li> <li>- Core Health and Fitness in Independence has announced that they are closing and have already received Trade approval. There are 120 employees remaining, 97 are scheduled for lay off. The majority were laid off on July 1, 2019. The company hosted an on-site job fair for affected workers on 6/6/19, dislocated workers staff were in attendance to speak with and enroll affected workers.</li> <li>- American Tire in Wytheville closed on April 5<sup>th</sup> affecting approximately 16 workers. TAA petition was filed on 3/18/19 and is still in process.</li> <li>- A TRW TAA session was scheduled for May 2<sup>nd</sup>. A total of 14 workers have been laid off. Company is TAA approved. A WARN notice was issued that 75 more workers are scheduled to be laid off on August 5<sup>th</sup>. Rapid Response session scheduled for July 18<sup>th</sup>.</li> <li>- Veteran Activity: The region reports 19 veteran hires as of May, 2019.</li> </ul> <p>Job Fairs:</p> <ul style="list-style-type: none"> <li>• 6/10 – Addeco, Wolverine, Results, US Census Bureau</li> <li>• 6/13 – Phoenix Packaging</li> <li>• 6/19 – Radford University &amp; Manpower</li> <li>• 6/24 – Results</li> <li>• 6/25 - Asplundh</li> <li>• 6/28 – Korona Candles</li> </ul> <p>Staff Development:</p> <ul style="list-style-type: none"> <li>• Conflict to Creative Tension Training</li> <li>• Leadership Development Training</li> <li>• Grant Writing Workshop</li> <li>• Workplace Violence Training</li> <li>• Interview Basics Workshop for job seekers</li> <li>• Trade training</li> <li>• Twin County Community Resource Guide Planning Committee</li> </ul>
Number of frontline staff trained and certified in compliance with State policy	20 total – One Stop Operator is assisting front line staff at the comprehensive one stop in Wytheville with CWDP recertification.

## Virginia Career Works Success Story: Leonard Tucker



*Leonard Tucker, OTR Driver, RO Harrell Inc.*

Leonard Tucker came into the WIOA Adult program in December of 2018 as a referral from the Virginia Career Works offices in Radford. He is a single man who has skill and past experience working as a machinist and equipment repair. When he lost his job in May, he stated his goal was to find a new line of work where he could earn comparable salary without having to work the additional hours each week.

Leonard's economic woes were piling up. A weekend outing turned into a financial nightmare when his keys were accidentally dropped into a lake and his car was towed, leading to the loss of his car.

We came up with a workable plan. Based on his Career Scope results, I enrolled him into training for a CDL in Roanoke through Virginia Western Community College, close to where his father lives. Leonard stayed with his dad while in training, and was allowed to use his car to get back and forth to training. Leonard wasted no time and did well with training and earned his Class A CDL in early February, and worked with CDL recruiters at CDS Tractor Trailer Training to attend interviews.

Leonard was hired by R. O. Harrell Inc. on 2/22/2019, and officially became an OTR driver with the company in late April and received his first promotion.

This is a wonderful story as it is, but it will not end here. Leonard is very appreciative, and says that he would not have been able to achieve this goal without the support and guidance of his case manager with the WIOA Adult program. He continues to refer people to this program. Leonard Tucker is excellent example of how our programs are helping families to have better lives.



### Area Layoffs and Closures – June 30, 2019

Company	Event	Affected Employees	Announcement or Effective Date	Status
Southwestern Virginia Training Center Hillsville	Closure	300	June 2018	Completed
Norsdon Xaloy Pulaski	Closure	146	December 2017	Completed
Dish Network Christiansburg	Layoffs	400-450	Media announcement March 13, 2018	Completed
Wade's Grocery Dublin	Closure	42	April 2018	Completed
Magic Mart Galax	Closure	Not Announced	June 2018	Completed
Rite Aid Marion	Closure	20	June 16, 2018	Completed
Bristol Compressors Washington County	Closure	470 (+22 temp agency employees)	Media announcement July 31, 2018	Completed
Core Health and Fitness Independence	Closure	102 (+29 temp agency employees)	Media Announcement, December 12, 2018	Closure date: July 1, 2019
American Tire Wytheville	Closure	16	January, 2019	Completed
TRW Automotive Atkins	Layoffs	89 (14 in January and 75 more announced in June)	August, 2019 January, 2019	Ongoing
Mountain CAP Marion	Layoffs	5	November, 2018	Completed

# HEART of Appalachia Collaborative Economic Transition Project

## New River | Mount Rogers Area

The purpose of the HEART Project was to connect coal-impacted businesses with new opportunities.

### BUSINESSES SERVED



Direct Services included: Lean Manufacturing consultations, ISO (and other certification) preparation, OSHA training, ERP updates and more. Indirect services included: Supply Chain workshops, Leadership Development and referrals to other resources.

#### DIRECT SERVICES

**20** *Businesses*  
covering  
**10** *Jurisdictions*

#### INDIRECT SERVICES

**61** *Businesses*  
covering  
**12** *Jurisdictions*



### IMPACT... so far

The measured impact is from information collected by GENEDGE's Impact Survey. Not all businesses have replied (so far on 5 of the 20). The impact is measured in monetary terms as well as job creation and retention.

#### MONETARY IMPACT

**\$50,534,000**

Sales Impact: \$42,135,000  
Cost Savings: \$776,000  
Investment: \$7,623,000

#### JOBS IMPACT

**188** *Jobs*  
**48** *Created*  
**144** *Retained*



**Virginia Career Works**  
**New River | Mount Rogers Region**  
***Business Engagement – June 2019***

**Recruitment Assistance**

*Job Fairs and Recruiting Events*

- Volvo Trucks North America – interviewing event in Wytheville (97 applicants)
- Phoenix Packaging Operations – hiring event in Fairlawn (made 14 offers)
- Core Health & Fitness – 20 companies participated
- Southwest Virginia Mental Health Institute – assisting the organization plan and market an on-site job fair in July

*Candidate Screening*

- American Merchant, Inc. – pre-screening applications and resumes

**Workforce Information/Consulting**

*Workforce Services Conversations*

- Moog, Inc. – Talked with Training Coordinator about available resources
- Hollingsworth & Vose – Followed up with HR manager about current needs including LSSGB training, Maintenance Apprenticeship and Job Profiling
- Spectrum Brands – Assisted company with LMI

*Job Posting/Sharing*

- Spectrum Brands
- Speyside Bourbon Cooperage, Inc.
- County of Montgomery

**Training**

*Incumbent Worker Training*

- New River Computing – SharePoint Administrator training for 1 employee (completed)
- Modea – Scrum Master training for 1 employee (completed)
- Anne Vaughan Designs – Value Stream Mapping training for 2 employees (completed)
- Mitsubishi Chemical Advanced Materials (formerly Quadrant EPP) – Lean Six Sigma Black Belt training for 1 employee (completed)
- ProChem, Inc. – Welding training and certification for 1 employee
- Moog, Inc. – Geometric Dimensioning and Tolerancing training for multiple employees (Potential) and RTI for Machinist Apprenticeship for 2 employees (Potential)
- Utility Trailer Manufacturing Company (Atkins) – MS Excel training for multiple employees (Potential)
- Hollingsworth & Vose – Lean Six Sigma Green Belt training for multiple employees (Potential) and RTI for Maintenance Apprenticeship for 2 employees (Potential)

*Business Workshops*

- Leadership Development Workshop (with GenEdge and SVAM CoE) – workshop for supervisors and other business leaders held scheduled for Galax in late July

- Mental Health First Aid for Manufacturers (with SVAM and SWMHI) – training about risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help.

**Other**

- Met with NRV Business Services Unit
- Met with Wythe/Bland Business Services Unit
- Attending Certified Business Engagement Professional training
- Working on Virginia Sector Strategies and Career Pathways Academy Certification

**U.S. Department of Labor**

Employment and Training Administration  
The Curtis Center, Suite 825 East  
170 S. Independence Mall West  
Philadelphia, Pennsylvania 19106-3315



Reply to the attention of: 2-OSID-NRMR-KH.en  
Serial # FY19-217

July 9, 2019

Marty Holiday  
Executive Director  
New River / Mount Rogers Workforce Investment Area Consortium (NRMR)  
6580 Valley Center Drive, Suite 119  
Radford, VA 24141

Dear Ms. Holiday:

During the period from June 18 – 20, 2019, the U.S. Department of Labor, Employment and Training Administration (ETA) conducted a monitoring review of your organization's America's Promise Grant (HG-30136-17-60-A-51). Our report from this review is enclosed.

Please respond to the finding identified in the report within 30 days from the date of this letter. Submit the response to [R2MonitoringReports@dol.gov](mailto:R2MonitoringReports@dol.gov), with a copy to your Federal Project Officer, Keith Hubert, at [hubert.keith@dol.gov](mailto:hubert.keith@dol.gov).

We hope that our review and this report are helpful. We thank you and your staff for assistance during the review. If you have any questions, please contact Keith Hubert via email or at 215-861-5212.

Sincerely,

LEO MILLER  
Regional Administrator

## EXECUTIVE SUMMARY

The monitoring review resulted in one finding and no concerns. The finding requires corrective action:

Finding One: The project does not provide full funding information in its outreach flyers or website.

Please note that the review did not cover any areas outside the defined scope. Although no material issues came to the reviewer's attention other than those contained in this report, there is no assurance that other issues may not exist.

## SCOPE OF REVIEW

**Dates of Review:**

June 18 – June 20, 2019

**Reviewer:**

Keith Hubert, Federal Project Officer

**Sites Visited:**

New River / Mount Rogers Workforce Investment Area Consortium (NRMR); Radford, Virginia  
Carillion Radford Community Hospital; Radford, Virginia

**Date of Exit Conference:**

June 28, 2019

**Attendees at Exit Conference:**

Marty Holiday; Executive Director, NRMR  
Jenny Bolte; Project Manager, NRMR  
Keith Hubert; Federal Project Officer, ETA

**Purpose:**

The purpose of the review was to measure progress, identify areas of compliance, offer opportunities for technical assistance, and to ensure that Federal funds are used responsibly.

**Grants/Programs Reviewed:**

America's Promise

**Time Period for Review:**

January 1, 2017 – March 31, 2019

**Tool(s) Used for Review:**

ETA Core Monitoring Guide

## BACKGROUND

NRMR's America's Promise grant award is \$6,000,000 with a period of performance (POP) from January 1, 2017 to December 31, 2020. Listed below are the key performance outcome and expenditure goals.

Performance Measure	POP Goal	QE 3/31/19 Actual	Percent of POP Goal
Participants Enrolled	1,100	809	74%
Entered Training Programs	1,100	809	74%
Complete Training Programs	935	583	62%
Completers Receiving Credentials	825	575	70%
Un- & Under- employed Placements	619	436	70%
Expenditures	\$6,000,000	\$3,372,424	56%

## FINDINGS

**Finding One:** The project does not provide full funding information in its outreach flyers or website.

**Indicator:** 3.a.3: Compliance with Applicable Laws and Regulations

**Condition:** Based on a review of outreach flyers and the NRMR website, the Reviewer determined that the content does not meet the requirement to clearly state:

- The percentage of the total costs of the program or project which will be financed with Federal money;
- The dollar amount of Federal funds for the project or program; and
- The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

**Cause:** NRMR overlooked the requirement.

**Criteria:** P.L. 115-31, Division H, Title V, Section 505

**Corrective Action:** ETA will consider this finding resolved when NRMR:

- Updates its website to clearly state the required information
- Confirms that it has discontinued using the current outreach flyers
- Provides ETA with revised, compliant flyers if it intends to use such material through the remainder of the grant period
- Provides ETA with its strategy to ensure compliance with the requirement, including a revised internal policy and evidence of staff training on the policy

# Pathways to the American Dream

Progress Report - July 2019

Building a pipeline of skilled workers to help businesses fill existing job openings and meet job needs for expansion.



## Prior Learning Assessment System



REGIONAL CONSORTIUM OF  
COMMUNITY COLLEGES

Virginia's  
Community Colleges



Developing a Regional Consortium of the nine community colleges



Providing Technical Assistance and Professional Development to build local capacity

## Online Portal

**knowledge**  
*to* **work**



Space for regional businesses and service agencies

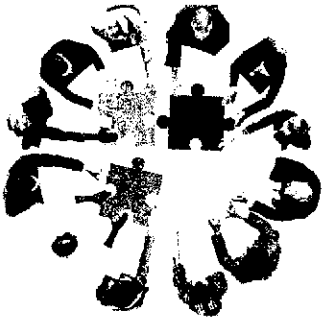


Competencies, Career Pathway, and Employment Information



# Business Services

Developing Transformational Relationships with Businesses



Over 500 businesses received engagement services

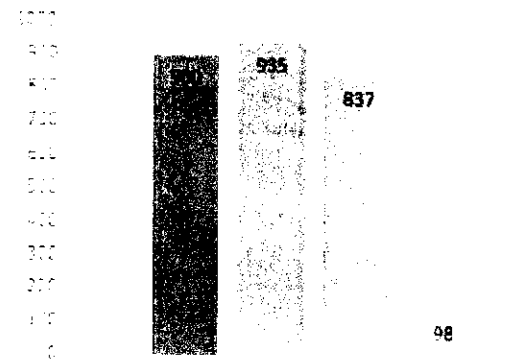


6% Increase in Business Engagement from last Quarter

# Job-Seeker Services

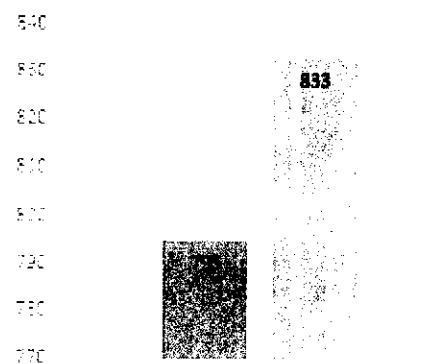
Providing Training and Credentialing toward Middle-Skilled Employment

Year 3 Enrollment



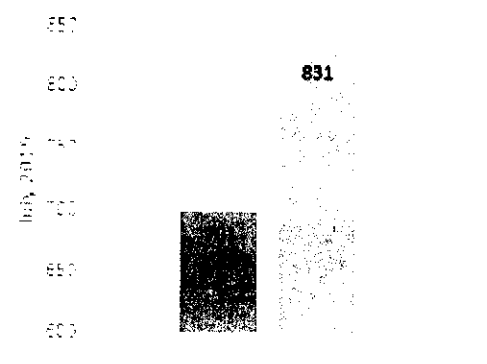
935 Total (104% of Goal) 837 Un/Under Obtain Employment

Training Completion



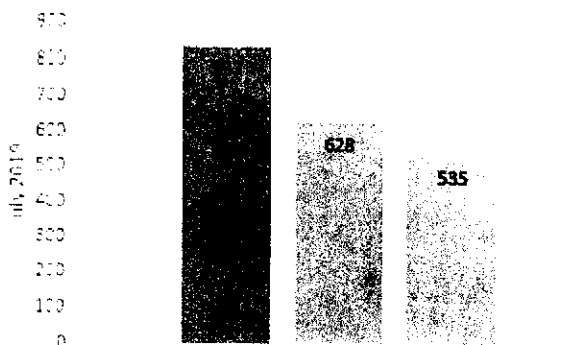
720 Goal (85% of Enrollment) 833 Actual (103% of Goal)

Credential Attainment



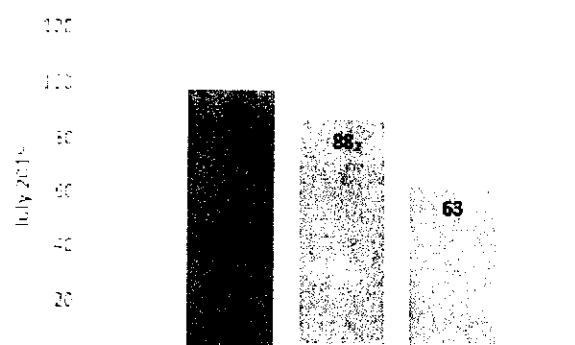
690 Goal (78% of Enrollment) 831 Actual (119% of Goal)

Un/Under Obtain Employment



837 Total Enrolled (78% of Enrollment) 535 Actual (64% of Goal)

Incumbent Advance Employment



88 Total Enrolled (90% of Enrollment) 63 Actual (72% of Goal)



## Median Wage

Year 3 Goal: \$23.44

Year 3 Actual: \$22.58

## Travel Reimbursement Request

I hereby certify that on \_\_\_\_\_ I traveled to attend a  
\_\_\_\_\_ meeting scheduled  
that same date.

I am requesting travel reimbursement as follows:

\_\_\_\_\_ X \$0.58/mile = \$ \_\_\_\_\_  
Total Miles Reimbursement Requested

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 2019 Consortium Board Meeting Schedule

January 16, 2019

March 20, 2019

May 15, 2019

July 17, 2019

September 18, 2019

December 11, 2019 (Joint with WDB)

All meetings will be held on the **third Wednesday\*** of **alternating months** at the **Wytheville Meeting Center** beginning at **10:00 a.m.**

**\*No meeting in November due to the Joint Meeting with the WDB in December**

# **New River Valley Regional Jail**



## **Operating Budget FY 2019-2020**



New River Valley Regional Jail  
P.O. Box 1067  
Dublin, Virginia 24084  
(540) 643-2000 (540) 643-2010 FAX

## MEMORANDUM

**TO: New River Valley Regional Jail Authority Members**

<b>Bland County</b>	<b>Grayson County</b>
<b>Carroll County</b>	<b>Pulaski County</b>
<b>Floyd County</b>	<b>City of Radford</b>
<b>Giles County</b>	<b>Wythe County</b>

**FROM: Superintendent Gregory P. Winston**

**Date: July 12<sup>th</sup>, 2019**

**Subject: Budget for FY July 01, 2019 to June 30, 2020**

The staff of the New River Valley Regional Jail, in conjunction with the New River Valley Regional Jail Authority Finance Committee, is pleased to present our operating budget for fiscal year July 01, 2019 to June 30, 2020.

The budget was developed in accordance to the guidelines provided in the Authority Agreement dated February 28, 1995, as amended, and the 1997, 2008, and 2016 Bond Issue Master Indenture.

This balanced budget was approved by a vote of 10 yes and 2 no at the New River Valley Regional Jail Authority meeting held on May 10, 2019.

The FY 2019/2020 Operating budget for the New River Valley Regional Jail Authority is based on an average daily inmate population of 876 local and state responsible inmates. The cost per inmate day (per-diem) will increase from \$27.50 to \$28.65 for FY 2019/2020. Actual daily use, multiplied by the per diem provides the basis for our members' annual cost to house an inmate at the Regional Jail.

Revenue funds were allocated as part of either the Service Agreement or Master Indenture to maintain the reserve accounts of the New River Valley Regional Jail which are identified below:

**Operating Reserve** – Section 5.3 of the Authority's Service Agreement requires the Authority to provide an Operating Reserve in each of its Annual Budgets in an amount that is equal to 25% of its projected Annual Budget for each year, less debt service (current requirement is approximately \$4.6 million).

**Debt Service Reserve** - The funding of a Debt Service Reserve is addressed in both Section 5.3 of the Service Agreement and Section 7.5 of the Master Indenture. These funds are sized equal to the lesser of maximum annual debt service, 10% of the principal amount of the bonds or 125% of average annual debt service. The current funding level is approximately \$3.6 million. This fiscal year, we altered the investment of our debt service in order to increase our interest earnings.

### **Bland County**

Sheriff Tom Roseberry  
Eric Workman  
Chief Deputy Jerry Turpin (A)  
Rodney L. Ratliff (A)

### **Carroll County**

Sheriff J.B. Gardner  
Nikki Cannon, **Treasurer**  
Chief Deputy Gary Bourne (A)  
Michelle Dalton (A)

### **Floyd County**

Sheriff Brian Craig  
Joe D. Turman  
Chief Deputy Chad Harris (A)  
W. Justin Coleman (A)

### **Giles County**

Sheriff Morgan Millirons  
Richard Chidester  
Todd Martin (A)

### **Grayson County**

William Shepley  
Sheriff Richard Vaughan  
Mitch Smith (A)  
Chief Deputy David Ashby (A)

### **Pulaski County**

Sheriff Michael Worrell  
Andy McCready  
Major Daniel Johnson (A)  
Jonathan Sweet (A)

### **City of Radford**

Sh. Mark Armentrout, **Chairman**  
Nikki Cumberland  
Major Charlie Burton (A)  
Joshua Smith (A)

### **Wythe County**

Sheriff Keith Dunagan  
Tim Reeves, **Vice-Chairman**  
Chief Deputy Charles Foster (A)  
Stephen Bear (A)

### **Superintendent**

Gregory P. Winston

### **Deputy Superintendent**

John S. Bowman

Tonya Akers, Secretary

Repair and Replacement Reserve – Established in Section 7.6(b) of the Master Indenture is funded in an amount determined by the Authority based upon projections of future capital needs. The Repair and Replacement Reserve must be maintained at a minimum balance of \$100,000. Once again, this year’s budget provides additional funding of \$150,00.00 of repair and replacement reserve funding in addition to any residual revenues at the end of the fiscal year.

**Budget highlights for FY 2019/2020**

The FY 2019/2020 Operating budget is based primarily on the operational needs of the facility for the next fiscal year.

**Revenue Summary:**

❖ Charges for Services as a percentage of total revenue (per diems):	41%
❖ Intergovernmental revenue as a percentage of total revenue:	56%
❖ Miscellaneous, recovered costs, interest:	3%

**Notable items with regard to FY 2019/2020 revenue projections include:**

- ❖ An increase in per diems collected from some member jurisdictions from the previous budget year due to a reduction in the prisoner population forecast.
- ❖ Use of Vacancy Saving funds from the Compensation Board’s Permanent Personnel and Equipment Expense funding to off-set budget expenses. In previous years, this has been shown in the budget as a separate revenue source. This year’s budget consolidates that revenue in its proper position as State Compensation Board salary reimbursement. These funds will be used to off-set the cost for fuel, vehicle equipment and maintenance, police supplies and temporary personnel.
- ❖ We expect to receive \$180,000 from the Department of Corrections to cover medical costs incurred by state responsible inmates during the FY 2019/2020 budget.
- ❖ Additional revenue is expected in the form of cost recovery from prisoners.

**Expenditure Summary:**

❖ Employee cost as a percentage of total expenditures:	64%
❖ Debt service as a percentage of total expenditures:	17%
❖ Building costs as a percentage of total expenditures:	5%
❖ Inmate service costs as a percentage of total expenditures:	6%
❖ Miscellaneous expenditures:	8%

**Notable items with regard to FY 2019/2020 expenditure projections include:**

- ❖ As a result of a significant increase to our current health insurance provider, we changed our health insurance provider, which reduced our cost to approximately a 5.5% increase over last year’s cost.
- ❖ The Commonwealth authorized a 3% increase in salary for employees.
- ❖ Training costs increased in order to accommodate the training requirements of the Compensation Board’s Career Development Program (Master Jail Officer).
- ❖ The most significant contribution to the increase in projected expenditures is a result of the removal of a large portion of Mental Health Services from the local Community Services Board as well as the increase of mandatory mental health services for prisoners.
- ❖ Budget increase to fund the cost of several capital improvement projects to include:
  - ❖ Kitchen equipment repairs
  - ❖ Security System Repairs and Replacement

- ❖ **Repair and Replacement of HVAC equipment**
- ❖ **Roof repairs and other infrastructure repairs**

**Please be aware that our budget is contingent on inmate population meeting or exceeding this expectation based on historical data and current trends. According to the most recent forecast models, the population of state responsible prisoners is expected to rise by approximately 0.3% annually and adult local responsible inmates is expected to rise approximately 0.3% annually. Our population forecast was conservative, based upon our local trend analysis and the unpredictable population numbers statewide for the past three fiscal years ('16-'18). Failure to meet projected population trends may result in a mid-year per diem adjustment.**

**I wish to thank our Director of Finance, the members of the Finance Committee, the Treasurer, and all members of our staff for their continued support and assistance in the preparation of this document. Their financial experience, wisdom, and knowledge has proven to be invaluable.**

**The Administrative staff will evaluate the budget on a frequent basis. Any areas of concern will be brought to our members' attention without delay.**

**Sincerely,**



**Gregory P. Winston  
Superintendent**

## NEW RIVER VALLEY REGIONAL JAIL AUTHORITY BUDGET ACCOUNTS

Budget Accounts	Budget Account Distribution
1 <b>PROJECT ACCOUNT</b> Held by Trustee	Established and held by Trustee.
2 <b>REVENUE ACCOUNT</b> All Revenues	This fund receives and transfers all revenues received from any source except Inmate Accounts.
3 <b>OPERATING ACCOUNT</b> (Jail Operations)	Transfer from Fund 2 for jail operations.
4 <b>BOND ACCOUNT</b> Held by Trustee	Used by Trustee to pay principal and interest on bonds.
5 <b>DEBT SERVICE ACCOUNT</b> Held by Trustee	Used by Trustee to make transfers to Bond Account.
6 <b>REPAIR/REPLACE</b> <b>ACCOUNT</b>	<ol style="list-style-type: none"> <li>1. Expenses/repairs</li> <li>2. Construction addition</li> <li>3. Construction parts</li> <li>4. Capital costs</li> <li>5. Deposit to operating acct., bond acct., etc.</li> </ol>
7 <b>GENERAL RESERVE</b> <b>ACCOUNT</b>	General reserves for use of Authority.
(These accounts are not included in the budget.)	
8 <b>SUB-ACCOUNT FOR</b> <b>CANTEEN FUNDS</b>	Use is restricted to certain inmate benefits described in the Code of Virginia and Board of Corrections Minimum Standards Manual.
9 <b>SUB-ACCOUNT FOR</b> <b>INMATE TRUST FUNDS</b>	Retention/identification of inmate trust funds described in the Code of Virginia and Board of Corrections Minimum Standards Manual.



## **MASTER INDENTURE PROJECTS ACCOUNTS**

The following is a brief summary of certain provisions contained in the Master Indenture relative to the establishment of accounts to receive and disburse funds for bond and note retirement and operations of the jail. The accounts are established under the Master Indenture, the First Supplemental Indenture or the Second Supplemental Indenture to be held as indicated in the following pages. This is a legal requirement and modifications or exclusions are permitted if, and only if, certain authority to do so is granted by the bondholders and if thereafter directed by Bond Counsel.

- (1) "New River Valley Regional Jail Authority Project Account," to be held by or at the direction of the Trustee, in which there is established a 1997 Bond Proceeds Sub-Account and a 1997 Note Proceeds Sub-account;
- (2) "New River Valley Regional Jail Authority Revenue Account," to be held by or at the direction of the Authority;
- (3) "New River Valley Regional Jail Authority Operating Account," to be held by or at the direction of the Authority;
- (4) "New River Valley Regional Jail Authority Bond Account," in which there is established an Interest Sub-Account, a Principal Sub-Account, a Redemption Sub-Account and a Capitalized Interest Sub-Account, to be held by the Trustee;
- (5) "New River Valley Regional Jail Authority Debt Service Reserve Account," to be held by the Trustee;
- (6) "New River Valley Regional Jail Authority Repair and Replacement Reserve Account," to be held by or at the direction of the Authority as a separate account, as a sub-account of the Operating Account or accounted for in such other manner so as to permit verification of compliance with the Replacement Reserve Requirement as the Authority may elect; and
- (7) "New River Valley Regional Jail Authority General Reserve Account," to be held by or at the direction of the Authority.

Accounts are herewith established as follows:

**FUND 1**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**PROJECT ACCOUNT**  
**To be held by or at the direction of the Trustee**

**PROJECT ACCOUNT INSTRUCTIONS**

A portion of the proceeds of the 1997 obligations will be deposited in the Project Account in separate sub-accounts established for the 1997 Bonds and the 1997 Notes and used to pay costs of the 1997 Project. The Authority will establish with the Trustee for each series of Bonds a separate sub-account within the Project Account. Net proceeds used to repair or reconstruct the facilities will also be deposited into the Project Account and maintained within separate sub-accounts for each series of Bonds.

**FUND 2**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**REVENUE ACCOUNT**  
**To be held by or at the direction of the Authority**

**REVENUE ACCOUNT INSTRUCTIONS**

The Authority will collect and deposit in the Revenue Account as received all Revenues (other than Moral Obligation Payments and Reimbursement Payments pledged as security for a particular series of indebtedness) derived from the ownership or operation of the facilities, except as otherwise provided for in the Master Indenture. Money on deposit in the Revenue Account will be used no later than the tenth (10<sup>th</sup>) business day before the end of each month in the priority set forth below:

- (1) to make deposits to the Operating Account in an amount such that the balance on deposit in the Operating Account will be equal to the Operating Reserve Requirement less Operating Reserve Credits plus one-twelfth (1/12) of the Operating Expenses budgeted to be paid from the account in the then current fiscal year as set forth in the Annual Budget;
- (2) to make monthly deposits to the Bond Account and to the Payment of Parity Indebtedness so that there will be sufficient money on deposit to pay the Bonds and any Parity Indebtedness, or at least ten (10) business days before the applicable due date;

- (3) to restore any deficit in the Debt Service Reserve Account;
- (4) to make deposits for the payment of Subordinate Debt Service of amounts determined by the Authority to be necessary to pay Subordinate Debt when due;
- (5) to make deposits to the Repair and Replacement Reserve Account commencing the month following the month the facilities are placed in service to accumulate the Replacement Reserve Requirement in not more than twenty-four (24) approximately equal monthly installments and then to restore any deficit in not more than twelve (12) approximately equal monthly installments;
- (6) to make other deposits to the Repair and Replacement Account in amounts determined by the Authority;
- (7) to deposit any and all funds collected from canteen sales and for inmate benefits into the appropriate separate Fund 2 sub-account. Separate checking accounts shall be established for each sub-account; and
- (8) to deposit any remaining balance to the General Reserve Account.

<p><b>FUND 3</b></p> <p><b>NEW RIVER VALLEY REGIONAL JAIL AUTHORITY</b></p> <p><b>OPERATING ACCOUNT</b></p> <p><b>To be held by or at the direction of the Authority</b></p>
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**OPERATING ACCOUNT INSTRUCTIONS**

The authority shall maintain a balance in the Operating Account such that at the beginning of each calendar quarter the amount therein will not be less than the Operating Reserve Requirement less Operating Reserve Credits plus one-fourth (1/4) of the Operating Expenses budgeted to be paid from the account in the current Annual Budget. The Authority will pay Operating Expenses from the Operating Account as they become due and in accordance with the purposes and amounts provided in the Annual Budget. Interest received on, and any profit realized from, the investment of money (held) in the Operating Account would remain in such Account.

For purposes of computation of the one-fourth (1/4) of the Operating Expense Reserve Requirement, the following formula has been used:

- 1. Annual Budget of the Authority;
- 2. (Less Salaries and Wages paid by the State);
- 3. (Less Medical Reimbursement from the State);
- 4. (Less Operations Reimbursement from the State);
- 5. (Less Annual Debt Service Payment);

6. Multiply by .25 = Operating Expense Reserve

**NOTE:** The Operating Account contains the Annual Budget for the New River Valley Regional Jail Authority fiscal year. All anticipated expenditures of the Authority are reported in this account with the exception of inmate accounts which are governed by certain sections of the Code of Virginia, 1950, as amended, and the Board of Corrections Minimum Standard Manual. Funds are collected and disbursed from separate checking accounts that are annually audited by the Authority's auditor.

**FUND 4**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**BOND ACCOUNT**  
**To be held by the Trustee**

**INTEREST SUB-ACCOUNT**  
**To be held by the Trustee**

**PRINCIPAL SUB-ACCOUNT**  
**To be held by the Trustee**

**REDEMPTION SUB-ACCOUNT**  
**To be held by the Trustee**

**CAPITALIZED INTEREST SUB-ACCOUNT**  
**To be held by the Trustee**

#### **BOND ACCOUNT INSTRUCTIONS**

The Trustee will pay the principal of and interest on the Bonds when due from the Principal Sub-Account and the Interest Sub-Account, respectively. The Trustee will use money in the Redemption Sub-Account of the Bond Account to redeem Bonds pursuant to any optional redemption provision exercised by the Authority. The Authority will receive a credit against payments required to be made with respect to any series of Bonds on any mandatory redemption date in an amount equal to the principal amount of any Bonds of such series subject to mandatory on such date that have been redeemed before such mandatory redemption date

or that have been purchased by the Authority or the Trustee on behalf of the Authority and delivered to the Trustee for cancellation at least seventy (70) days before such mandatory redemption date. In the event the balances on deposit in the Principal Sub-Account or the Interest Sub-Account are insufficient, the Trustee will transfer to such Sub-Accounts the amount necessary to pay the Bonds from the Debt Service Reserve Account, but only to the extent amounts paid by the Authority from the General Reserve Account and from the Repair and Replacement Reserve Account are insufficient for that purpose. Interest received on, and any profit realized from, the investment of money in the Bond Account will become a part of the Sub-Account in the Bond Account in which the investment is held. Interest in the Capitalized Interest Sub-Account will be transferred to the appropriate Project Account unless otherwise directed by any Supplemental Indenture.

<p style="text-align: center;"><b>FUND 5</b></p> <p style="text-align: center;"><b>NEW RIVER VALLEY REGIONAL JAIL AUTHORITY</b></p> <p style="text-align: center;"><b>DEBT SERVICES RESERVE ACCOUNT</b></p> <p style="text-align: center;"><b>To be held by the Trustee</b></p>
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**DEBT SERVICE RESERVE ACCOUNT INSTRUCTIONS**

The Debt Service Reserve Account will be used by the Trustee to make transfers to the Bond Account to the extent necessary to pay the principal of and interest on any series of Bonds which are secured by the Debt Service Reserve Account when due if the amounts on deposit in the Principal and Interest Sub-Accounts of the Bond Account and amounts transferred by the Authority from the General Reserve Account and from the Repair and Replacement Reserve Account are insufficient for such purpose. The Trustee will establish a separate sub-account in the Debt Service Reserve Account for each series of Bonds secured thereby, and the funds in each such sub-account shall be pledged solely to the series of Bonds for which it was established. In the event the amount on deposit in the Debt Service Reserve Account in the aggregate is less than the Debt Service Reserve for each series of Bonds secured thereby, the Authority will transfer funds from the General Reserve Account and from the Repair and Replacement Reserve Account to the Debt Service Reserve Account to restore the Debt Service Reserve Requirement in the manner provided in the Master Indenture. In the event funds transferred to the Debt Service Reserve Account are not sufficient to cure all of the deficits that may exist in the sub-accounts therein, such funds will be ratably distributed among such sub-accounts in which a deficit exists. Within five (5) days after each Principal Payment Date and Interest Payment Date and at such other times as the Authority may request, the Trustee will determine if the balance on deposit in the Debt Service Reserve Account is at least equal to the Debt Service Reserve Requirement for each series of Bonds so secured; if a deficit exists, the Trustee will immediately notify the Authority of the deficit. If the balance in the Debt Service Reserve Account is equal to the Debt Service Reserve Account Requirement, any interest received on, and profit realized from, the investment of money in the Debt Service

Reserve Account will be transferred to the Project Account during construction of the Project and thereafter to the Interest Sub-Account of the Bond Account, unless otherwise provided in any Supplemental Indenture.

In lieu of maintaining and depositing money or securities in the Debt Service Reserve Account, the Authority may deposit with the Trustee an irrevocable letter of credit, bond insurance policy or surety bond in an amount equal to all or a portion of the Debt Service Reserve Requirement for any such series of Bonds, provided the issuer of the letter of credit, bond insurance policy or surety bond, as appropriate, is rated in one (1) of the two (2) highest long-term debt rating categories by the Rating Agencies then rating such series of Bonds, without regard to any refinement or gradation of such rating category by numerical modifier or otherwise. Any letter of credit or bond insurance policy or surety bond will permit the Trustee to draw or obtain amounts under it for deposit in the Debt Service Reserve Account that, together with any money already on deposit in the Debt Service Reserve Account, are not less than the Debt Service Reserve Requirement for the series of Bonds secured by any such credit facility.

The Trustee will make a drawing on any letter of credit or obtain funds under the bond insurance policy before its expiration or termination (i) whenever money is required for the purposes for which Debt Service Reserve Account money may be applied; and (ii) unless the letter of credit, bond insurance policy or surety bond has been extended or a qualified replacement for it delivered to the Trustee, in the event the Authority has not deposited money in immediately-available funds equal to the Debt Service Reserve Requirement for the series of Bonds secured by any such credit facility at least two (2) business days preceding the expiration or termination of the letter of credit or bond insurance policy.

If the Authority provides the Trustee with a letter of credit, bond insurance policy or surety bond, the Trustee will transfer the corresponding amount of funds then in the Debt Service Reserve Account for the series of Bonds secured by any such credit facility to the Authority, provided the transfer of funds will not adversely affect the exclusion from gross income for purposes of federal income taxation of interest on the Bonds, and the Authority covenants to comply with any directions or restrictions contained in such opinion concerning the use of such funds.

**FUND 6**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**REPAIR AND REPLACEMENT RESERVE ACCOUNT**  
**To be held by or at the direction of the Authority**

**REPAIR AND REPLACEMENT RESERVE ACCOUNT INSTRUCTIONS**

The Authority may use amounts in the Repair and Replacement Reserve Account for any of the following purposes:

- (1) reasonable and necessary expenses with respect to the Facilities for major repairs, replacement or maintenance of items of a type not occurring annually;
- (2) to pay costs of construction of, addition to or extension of the Facilities;
- (3) to pay costs of reconstruction of parts of the Facilities;
- (4) to pay any capital costs with respect to the Facilities;
- (5) to make deposits to the Operating Account, the Bond Account, the Debt Service Reserve Account.

The Authority agrees to annually review the adequacy of the amount of the Replacement Reserve Requirement under then current operating conditions, and in light of then applicable operating, replacement and maintenance costs of the major components of comparable facilities. If at any time the Authority determines in its judgment that the amount of the Replacement Reserve Requirement should be increased or decreased, it will notify the Trustee of its determination setting forth the amount of the new Replacement Reserve Requirement. The new Replacement Reserve Requirement will take effect on the date of the receipt of the notice by the Trustee unless some other effective date is specified in the notice in which case the date specified in the notice will control. In no event will such requirement be reduced below \$100,000.00.

**FUND 7**

**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**

**GENERAL RESERVE ACCOUNT**

**To be held by or at the direction of the Authority**

**GENERAL RESERVE ACCOUNT INSTRUCTIONS**

The money in the General Reserve Account may be used for any lawful purpose of the Authority. The Authority has agreed to use the money therein to cure any deficiencies in the other accounts of the Authority if revenues are otherwise unavailable for such purpose. The General Reserve Account is not pledged to the payment of any Bonds or Parity Indebtedness.

**NOTE:** The following Sub-Accounts are not reported in the Authority's budget and are maintained in separate checking accounts for control and auditing purposes. They are subject to inspection at any time by authorized authorities and are not counted as part of the Authority's revenue or operating accounts. They have no effect on per diem payments by the Authority members.

**FUND 8**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**CANTEEN REVENUE SUB-ACCOUNT**  
**To be held exclusively for inmate benefits**

**CANTEEN REVENUE SUB-ACCOUNT INSTRUCTIONS**

Any and all funds collected from canteen sales and transactions pursuant to §§53.1-127.1, 2.1-366 and 11-35 of the Code of Virginia, 1950, as amended, shall accrue for the benefit of inmates. All such funds shall be maintained in separate accounts for the benefit of inmates only and shall be spent on behalf of inmates in a manner that conforms to the Code of Virginia, 1950, as amended. A separate checking account shall be maintained for the purpose of dispensing funds, and its audit shall occur annually or as prescribed by the Code of Virginia, 1950, as amended. No funds accrued from said canteen shall be transferred to any other account and no funds from any other account shall be transferred to the Canteen Account.

**FUND 9**  
**NEW RIVER VALLEY REGIONAL JAIL AUTHORITY**  
**INMATE BENEFITS SUB-ACCOUNT**  
**To be held exclusively for inmate benefits**

**INMATE BENEFITS SUB-ACCOUNT INSTRUCTIONS**

Any and all funds collected pursuant to §§53.1-26, 53.1-42, 53.1-44, 53.1-228, 52.1-68, 53.1-123 and 53.1-131 of the Code of Virginia, 1950, as amended, and applicable sections of the Minimum Standards for Local Jails and Lockups established by the State Board of Corrections and which are creditable to the Inmate Benefits Sub-Account shall accrue exclusively to the benefit of inmates. Accountability of all such funds shall be maintained separately and distributed only on behalf of inmates in a manner that conforms to the Sections of the Code of Virginia, 1950, as amended, as referenced above. A separate checking account shall be maintained for the purpose of dispensing funds, and its audit shall occur annually in accordance with §§2.1-366, 15.1-83.1 and 15.1-167. No funds accrued to the account shall be transferred to any other account and no funds from any other account, other than funds identified and collected pursuant to the Code of Virginia, 1950, as amended, shall be transferred to the Inmate Benefits Sub-Account.



**NEW RIVER VALLEY REGIONAL JAIL**  
**Previous Year Comparison**  
 July 2018 through June 2020

	<u>Jul '18 - Jun 19</u>	<u>Jul '19 - Jun 20</u>	<u>Difference</u>
Ordinary Income/Expense			
Income			
400 · Bland	132,128.00	104,573.00	-27,555.00
401 · Carroll	2,075,399.00	2,363,339.00	287,940.00
402 · Giles	992,922.00	930,695.00	-62,227.00
403 · Grayson	968,270.00	1,087,554.00	119,284.00
404 · Floyd	518,734.00	533,320.00	14,586.00
405 · Pulaski	1,960,294.00	1,840,476.00	-119,818.00
406 · Radford	894,807.00	784,294.00	-110,513.00
407 · Wythe	1,390,820.00	1,516,301.00	125,481.00
408 · U.S. Marshall fixed contract	10,800.00	10,800.00	0.00
409 · St. Comp Salary Reimbursement	9,055,045.00	9,955,844.00	900,799.00
410 · St Comp Brd Medical	180,000.00	180,000.00	0.00
411 · Other authorized fixed contract	1,800.00	35,700.00	33,900.00
412 · State Per Diem Warrant	2,449,501.00	2,241,163.00	-208,338.00
416 · H.E.M Programs	0.00	0.00	0.00
420 · Interest Income	31,000.00	69,000.00	38,000.00
421 · Inmate Telephone Income	440,000.00	460,000.00	20,000.00
422 · Live Scan Program	0.00	0.00	0.00
425 · Miscellaneous Revenue	40,000.00	35,434.00	-4,566.00
426 · St Comp Brd Budget Reimbusemen	555,730.00	0.00	-555,730.00
428 · Surplus of Jail Property	1,000.00	500.00	-500.00
432 · Inmate Cost Recove	70,000.00	67,900.00	-2,100.00
434 · Fees	2,250.00	3,250.00	1,000.00
<b>Total Income</b>	<b>21,770,500.00</b>	<b>22,220,143.00</b>	<b>449,643.00</b>
<b>Gross Profit</b>	<b>21,770,500.00</b>	<b>22,220,143.00</b>	<b>449,643.00</b>
Expense			
Emplr			
501	761.00	8,618,020.00	9,959.00
505 · LL	70	250,000.00	20,000.00
506 · FICA		54,027.00	2,777.00
507 · Unemplo,		622,322.00	6,791.00
508 · Employee He.		5,000.00	-7,309.00
510 · Workers Comp	.00	2,082,331.00	-13,512.00
511 · Employee Retirement	.023.00	104,896.00	23,993.00
512 · Group Life Ins (VRS)	112,262.00	730,636.00	11,613.00
513. Mandatory HYBRID 401	1,345.00	112,896.00	634.00
516 Employer Contributory Matc	340.00	2,588.00	1,243.00
520 · Employee Physicals	6,500.00	925.00	585.00
522 · HSA Contributions	0.00	6,500.00	0.00
523 · Employee Development	5,000.00	25,000.00	25,000.00
524 · Criminal Justice Training	99,175.00	10,000.00	5,000.00
525 · Employee Uniform Costs	6,177.00	98,800.00	-375.00
		5,500.00	-677.00

**NEW RIVER VALLEY REGIONAL JAIL**  
**Previous Year Comparison**  
**July 2018 through June 2020**

	<u>Jul '18 - Jun 19</u>	<u>Jul '19 - Jun 20</u>	<u>Difference</u>
526 · Employee Replacement Uniforms	20,000.00	20,000.00	0.00
527 · Employee Recognition	3,000.00	7,500.00	4,500.00
528 · Standard STD non-security	7,493.00	7,830.00	337.00
529 · Employee Annual Bonus	27,900.00	27,900.00	0.00
<b>Total Employee Costs</b>	<b>12,702,112.00</b>	<b>12,792,671.00</b>	<b>90,559.00</b>
<b>Medical Costs</b>			
530 · Salaries & Wages	895,377.00	752,102.00	-143,275.00
531 · FICA Tax	65,148.00	53,054.00	-12,094.00
532 · Unemployment Insurance	1,000.00	1,000.00	0.00
533 · Employee Health Insurance	150,749.00	144,864.00	-5,885.00
534 · Workers Comp	7,738.00	9,606.00	1,868.00
535 · Employee Retirement Exp (VRS)	56,185.00	58,578.00	2,393.00
536 · Mandatory Hybrid 401	4,012.00	4,729.00	717.00
537 · Trigon Health Ins (VM)	673,200.00	336,600.00	-336,600.00
538 · Group Life Ins (VRS)	9,369.00	9,853.00	484.00
539 · HYBRID 401 Cash Match Plan	700.00	877.00	177.00
541 · Medical Supplies/Pharmaceutical	440,000.00	594,300.00	154,300.00
542 · Mental Health	0.00	240,000.00	240,000.00
545 · HSA Contribution	0.00	2,000.00	2,000.00
546 · Compensatory Overtime	11,700.00	22,700.00	11,000.00
547 · Standard STD non-secu	3,015.00	3,660.00	645.00
<b>Total Medical Costs</b>	<b>2,318,193.00</b>	<b>2,233,923.00</b>	<b>-84,270.00</b>
<b>Building Costs</b>			
556 · Maintenance Inside	53,400.00	66,200.00	12,800.00
557 · Maintenance Outside	8,000.00	10,275.00	2,275.00
558 · Electricity	405,950.00	421,572.00	15,622.00
559 · Gas (Natural Gas)	184,360.00	194,360.00	10,000.00
560 · Fuel for Auxiliary Generator	3,000.00	2,600.00	-400.00
561 · Water Service (Town of Dublin)	174,150.00	222,560.00	48,410.00
562 · Sewer Service (Town of Dublin)	119,090.00	174,000.00	54,910.00
563 · Garbage Disposal (Town of Dubli	13,040.00	13,250.00	210.00
564 · Property Insurance (VACo)	48,656.00	49,419.00	763.00
565 · Pest Control	2,530.00	3,000.00	470.00
598 · Landscape & Garden Supply	1,100.00	1,100.00	0.00
<b>Total Building Costs</b>	<b>1,013,276.00</b>	<b>1,158,336.00</b>	<b>145,060.00</b>
<b>Administrative Costs</b>			
575 · Magistrates supplies	2,000.00	2,425.00	425.00
576 · Postage	6,700.00	6,900.00	200.00
577 · Office Supplies	2,500.00	9,825.00	7,325.00
579 · Dues and Memberships	2,250.00	4,730.00	2,480.00
580 · Printing Expense	500.00	0.00	-500.00
581 · Advertisement Expense	6,000.00	6,500.00	500.00
582 · Office Equipment	5,190.00	2,600.00	-2,590.00
586 · Bank Service Charges	6,405.00	5,775.00	-630.00

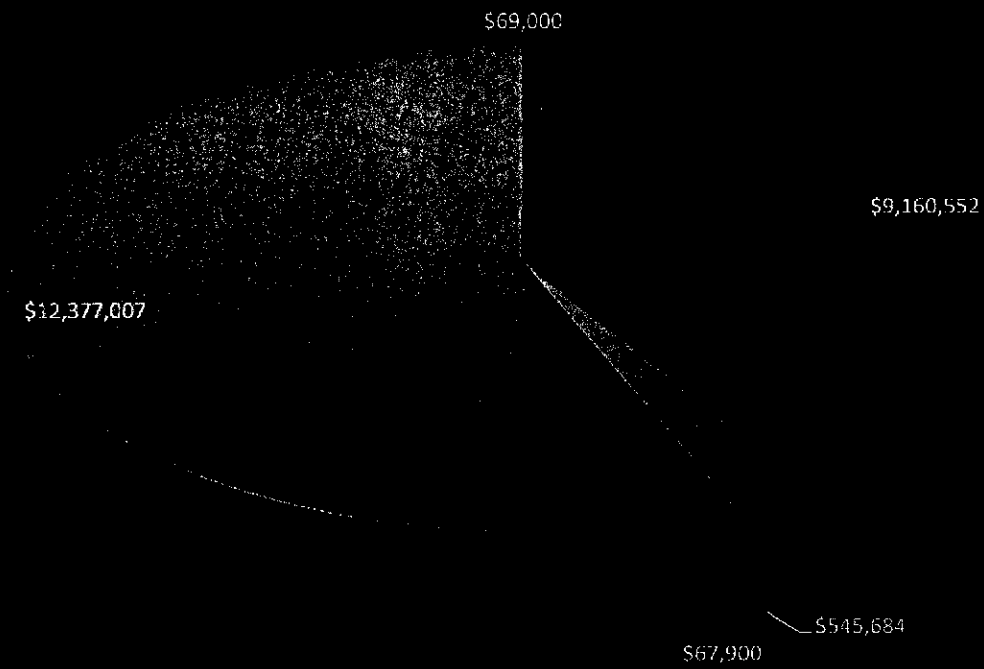
**NEW RIVER VALLEY REGIONAL JAIL**  
**Previous Year Comparison**  
July 2018 through June 2020

	<u>Jul '18 - Jun 19</u>	<u>Jul '19 - Jun 20</u>	<u>Difference</u>
<b>Total Administrative Costs</b>	31,545.00	38,755.00	7,210.00
<b>Service Contract Costs</b>			
603 · Compressor Contract	2,000.00	2,600.00	600.00
600 · Security System Repair	16,500.00	83,000.00	66,500.00
601 · Repeater Site Rental	7,700.00	2,700.00	-5,000.00
602 · Copiers	36,630.00	36,066.00	-564.00
604 · Computers	127,140.00	125,000.00	-2,140.00
607 · Heating, Ventilation/Air Condit	65,120.00	87,800.00	22,680.00
608 · Accounting System	5,140.00	6,000.00	860.00
609 · Radios	3,500.00	3,500.00	0.00
612 · Kitchen Equipment Maintenance	40,000.00	31,575.00	-8,425.00
613 · Fire Suppresion Equip Maint	25,000.00	19,700.00	-5,300.00
614 · Audit-Related Fees	20,000.00	28,666.00	8,666.00
615 · Attorney Fees	25,000.00	25,000.00	0.00
616 · Water Treatment Contract	1,380.00	1,380.00	0.00
617 · Generator Maintenance Contract	7,250.00	2,550.00	-4,700.00
618 · Video Arraignment Contract	580.00	0.00	-580.00
657 · Kitchen Equipment Replacement	19,920.00	15,000.00	-4,920.00
<b>Total Service Contract Costs</b>	<u>402,860.00</u>	<u>470,537.00</u>	<u>67,677.00</u>
<b>Telecommunications Costs</b>			
620 · Fax and Telephone	22,080.00	19,650.00	-2,430.00
621 · Telephone Long Distance	10,000.00	520.00	-9,480.00
623 · Cellular Telephones	8,420.00	13,500.00	5,080.00
<b>Total Telecommunications Costs</b>	<u>40,500.00</u>	<u>33,670.00</u>	<u>-6,830.00</u>
<b>Vehicle Costs</b>			
636 · Vehicle Repairs	15,000.00	10,000.00	-5,000.00
637 · Vehicle Insurance	13,388.00	13,388.00	0.00
638 · Towing	500.00	500.00	0.00
639 · Vehicle Fuel	72,925.00	77,350.00	4,425.00
640 · Tires	7,265.00	7,420.00	155.00
641 · Oil and Lubricants	875.00	1,075.00	200.00
642 · Parts and Supplies	10,000.00	10,000.00	0.00
<b>Total Vehicle Costs</b>	<u>119,953.00</u>	<u>119,733.00</u>	<u>-220.00</u>
<b>Inmate Services Costs</b>			
654 · Food Service	903,414.00	961,622.00	58,208.00
656 · VaCORP Liability Cov	78,081.00	77,650.00	-431.00
658 · Pre-Existing Inmate Medical	268,655.00	325,000.00	56,345.00
<b>Total Inmate Services Costs</b>	<u>1,250,150.00</u>	<u>1,364,272.00</u>	<u>114,122.00</u>
<b>Custodial Costs</b>			
668 · Cleaning Supplies	16,000.00	20,500.00	4,500.00
669 · Miscellaneous	0.00	0.00	0.00
670 · Toiletries	42,540.00	42,540.00	0.00
<b>Total Custodial Costs</b>	<u>58,540.00</u>	<u>63,040.00</u>	<u>4,500.00</u>
<b>Travel Costs</b>			

**NEW RIVER VALLEY REGIONAL JAIL**  
**Previous Year Comparison**  
 July 2018 through June 2020

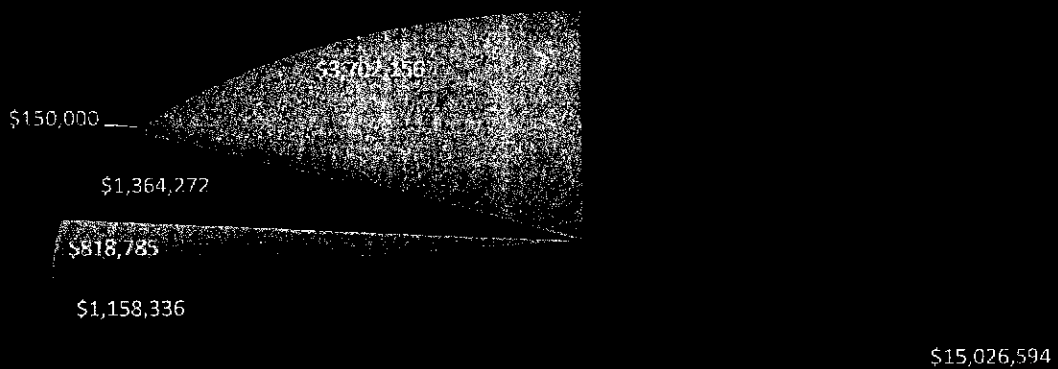
	<u>Jul '18 - Jun 19</u>	<u>Jul '19 - Jun 20</u>	<u>Difference</u>
698 · Lodging	2,250.00	5,500.00	3,250.00
699 · Meals	540.00	850.00	310.00
700 · Mileage Reimbursement	310.00	1,200.00	890.00
<b>Total Travel Costs</b>	<b>3,100.00</b>	<b>7,550.00</b>	<b>4,450.00</b>
<b>Training and Operational Suppli</b>			
804 · Police Supplies	47,000.00	47,000.00	0.00
805 · Operational Supplies	11,240.00	18,500.00	7,260.00
806 · Training	7,500.00	20,000.00	12,500.00
<b>Total Training and Operational Suppli</b>	<b>65,740.00</b>	<b>85,500.00</b>	<b>19,760.00</b>
<b>Capital Outlay</b>			
901 · Emergency Repair & Replace	0.00	150,000.00	150,000.00
904 · Vehicle Replacement	0.00	0.00	0.00
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>150,000.00</b>	<b>150,000.00</b>
1102 · Payment to Reserve Account	0.00	0.00	0.00
1103 · Debt Service	3,664,531.00	3,702,156.00	37,625.00
1107 · Repair & Replacement	100,000.00	0.00	-100,000.00
<b>Total Expense</b>	<b>21,770,500.00</b>	<b>22,220,143.00</b>	<b>449,643.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Revenues



Use of Money and Property    Charges for Services    Miscellaneous    Recovered Costs    Intergovernmental

# Expenses



Employee Costs Building Costs Other Inmate Svc Capital Outlay Debt Service

**INVENTORY FOR THE NRV RJ**

**CLEANING & INMATE SUPPLIES**

ITEM	DESCRIPTION	QTY
Broom	Broom	50
Broom	18" Fine Sweep with Styrene Bristles	36
Broom	Rubbermaid 18" Heavy Duty Plastic	7
Brush	Toilet Bowl Brush	47
Bucket	Mop Bucket w/Wringer	34
Bucket	Bucket	35
Dust Pan	Heavy Duty Dust Pan	44
Floor Scrubber	10" Floor Scrubber	15
Floor Squeegee	Floor Squeegee 24"	5
Laundry Closure	3 Hole rubber	20
Mop	Mop w/Handle	14
Mop Handles	Rubbermaid Wooden Mop Handle	12
Mop Heads	Large Moet Narrow Head Looped Mop	47
Plastic Bottles/Sprayer	32 oz Bottle and sprayer	45
Plunger	Professional Plunger	30
Polisher	Floor Polisher	5
Sign	Floor Sign	45
Soap Dispensers	ProLine 1 Liter Soap Disp.	49
Soap Dispensers	Deb-SBS Proline 1 Liter	50
Squeegee	Squeegee w/Handle	35
Trash Can	Covered Trash Container	23
Trash Dolly	Black Square Brute Dolly	4
Vacuum	Wet/Dry Shop Vacuum	2
Wastebasket	Fire Resistant Wastebasket	910
Wastebasket	Wastebasket	130

**INMATE SUPPLIES & EQUIPMENT**

Item	DESCRIPTION	QTY
Mattress	Mattresses Blue -988 Green-75	1063
Mount	Television Wall Mount	29
Pillow	Inmate Pillow	90
Satellite System	Dish Network System	1
Seating	Inmate Seating	6
Seating	Inmate Seating	6
Storage	Inmate Personal Storage Unit	1000
Storage	Wire Partition Security Cage	3
Television	27" Stereo Television w/Remote Control	29
VCR	Videocassette Recorder	4
Waste baskets	Waste baskets	200
Property Storage box	Property Storage Box Black	967
Lids for Property Boxes	Black	952
Chairs-Armless	Tan/Stackable	335
Shower mats	White 14"x22 1/2 "	65
Basketballs	Basketballs	16

**KITCHEN/FOOD SERVICE SUPPLIES (Page 1 of 2)**

ITEM	DESCRIPTION	QTY
Food Service	ODR- CresCor Food Warmer Model JJ1386592 Serial #H13705604	1
Food Service	ODR- Salad Bar Cooler Model 502-2R; Serial #10/98-983673	1
Food Service	4 Slot Food Warmer Model 501; Serial #10/98-981367	1
Food Service	ODR- Stainless Steel Utensil Stand on Wheels	1
Food Service	ODR- Whirlpool Refrigerator (Roll Call)	1
Food Service	ODR- Square Tables	5
Food Service	ODR- Round Tables	2
Food Service	ODR- Stackable Chairs	22
Food Service	ODR- Stainless Steel Table	2
Food Service	ODR- Scotsman Ice / Water Dispenser	1
Food Service	ODR- Carter Hoffman Hot Logic Food Warmer	1
Food Service	ODR- ServOLift Cart for Dirty Trays	1
Food Service	ODR- Microwave Oven- Sharp 1000W/R-2/LC	1
Food Service	ODR- Trash Can- Round- Rubbermaid	1
Food Service	Rational Combination Ovens	3
Food Service	Portable Oven Racks for Rational Ovens- Steamer Racks	2
Food Service	Portable Oven Racks for Rational Ovens- Baker Racks	3
Food Service	Speed Rack--Sheet Pan Racks- Holds 11 sheets pans with bar in back	1
Food Service	Speed Rack --Sheet Pan Racks- Holds 12 sheets pans	6
Food Service	Sheet Pan Racks- Holds 40 sheets pans	7
Food Service	Dual Tray Stainless Conveyor	1
Food Service	Inmate Food Tray Cart--Stainless Steel (Medical)	3
Food Service	Tray Carts Self Contained & Insulated	13
Food Service	Tray Carts Self Contained & Non-Insulated Mini	2
Food Service	Tray Delivery Cart (booking & medical)	4
Food Service	Irinex Blast Food Chiller	1
Food Service	Meiko Dishwasher	1
Food Service	Blue Tray / Dish Rack for Dish machine- with spines	1
Food Service	Blue Tray / Dish Rack for Dish machine	1
Food Service	Tray cart-insulated Convect-Rite III	2
Food Service	Hobart Food Slicer Model # 1712	1
Food Service	Hobart Food Slicer Model # 1713	1
Food Service	Follett Ice maker & Storage Bins	2
Food Service	Caddy 6 Hole Steam Table	2
Food Service	VariMixer Food Mixer Model W80	1
Food Service	Cleveland Steam Kettles	3
Food Service	Hobart Potato Peeler	1
Food Service	Red Goat garbage Disposal	1
Food Service	Cleveland Tilt Skillets / Braiser	2
Food Service	Lang Griddles	3
Food Service	Dean 4 Well Deep Fryer	1
Food Service	Delfield Food Warmer (pass thru) 4 Door	1
Food Service	Delfield Food Cooler (pass thru) 4 Door	1
Food Service	Carter Hoffman Hot Logic Food Warmer	1
Food Service	Hand Washing Sinks	5
Food Service	Self Contained Trash Compactor	1
Food Service	2 Bay Stainless Steel Prep Sink	2
Food Service	3 Bay Stainless Steel Pot and Pan Sink	1
Food Service	Microwave- Panasonic- Prep Room	1
Food Service	Thermo-Kool Walk-in Cooler	5
Food Service	Thermo-Kool Walk-in Freezer	1
Food Service	Thermo-Kool Walk-in Cooler Warehouse	1



**KITCHEN/FOOD SERVICE SUPPLIES (Page 2 of 2)**

Food Service	Thermo-Kool Walk-in Freezer Warehouse	1
Food Service	Robot Coupe Cutter Mixer R60	1
Food Service	Trash Cans (Square)	6
Food Service	Dolly for Trash Can	1
Food Service	Aluminum Shelving 1866TB-New Age Industries in Wheels Pots and Pans	16
Food Service	Aluminum Shelving 1866TB-New Age Industries	14
Food Service	Aluminum Shelving 1848TB-New Age Industries	2
Food Service	Dunage Rack 4010-New Age Industries	13
Food Service	Stainless Steel Food Storage Bins (flour, coffee, sugar)	3
Food Service	Plastic Food Storage Bins (mashed potatoes, powdered sugar, brown sugar)	11
Food Service	Black Refuse Containers- in warehouse to take trash to dumpster	5
Food Service	Stainless Steel Shelf for Microwave	1
Food Service	Inmate Break Room Table Round- Flat Folding	1
Food Service	Inmate Break Room Table Rectangle- Flat Folding	1
Food Service	4 Drawer Office Desk	1
Food Service	Filing Cabinet	4
Food Service	Breathe Task Office Recliner Chair	1
Food Service	Maroon & Black Office Chair	1
Food Service	Nacho Warmer	1
Food Service	Adcraft hot food warmer	1
Food Service	Popcorn popper	1
Food Service	Cheese warmer with pump	1
Food Service	Chili sauce warmer	1
Food Service	Bain Marie insert pans	2
Food Service	Lids for Bain Marie pans	2
Food Service	Bloomfield ice tea maker	1
Food Service	Ice tea dispensers	2
Food Service	Grill-max express hot food roller	1

**IT Equipment (Page 1 of 3)**

Item	Description	Quantity	Status	Location
Computer	Duraband Vacuum	1	✓	Server Room
CII	Air Compressor	1	✓	Major
Computer	Battery Backups	65	✓	various locations
Computer	Buffalo Tera Station Pro (Storage Device)	1	✓	Server Room
Computer	Cisco Catalyst 2950 24 port + 24 port	1	✓	C Penthouse
Computer	Cisco Catalyst 2960 24 port + 24 port	1	✓	C Penthouse
Computer	Cisco System Catalyst 2950 12 port	8	✓	2 on G, 3 ea on H & I Level
Computer	Cisco System Catalyst 2950 12 port	1	✓	E Penthouse
Computer	Cisco System Catalyst 2950 24 port	1	✓	F Penthouse
Computer	Comcast Router	1	✓	telco room
Computer	Computer Keyboards	20	✓	Server Room
Computer	Computer Mouse	6	✓	Server Room
Computer	HP Computers Window 7	5	✓	Server Room
Computer	Dell Power Vault MD3200i	1	✓	Sever Room
Computer	Dell Power EDGE R430	2	✓	Sever Room
Computer	DVD for MirraIV	25	✓	Server Room
Computer	Flat Screen Monitors	3	✓	Server Room
Computer	Camera (Used in Booking) with cables	1	✓	Booking
Computer	Computer complete set up	7	✓	Inmate Lab
Computer	Computer complete set up	106	✓	various locations
Computer	Modular Port Cable Management	3	✓	C Penthouse
Computer	Modular Port Cable Management	3	✓	New Bldg Mech Rm
Computer	Modular Port Cable Management	2	✓	Server Room
Computer	HP PowerEdge R5430	1	✓	Server Room
Computer	HP ProCurve Switch 2510G Networking	1	✓	Server Room
Computer	HP ProCurve Switch 5406zi 24 port + 24 port	1	✓	New Bldg Mech Rm
Computer	HP ProCurve Switch 5406zi 24 port + 24 port	1	✓	telco room
Computer	HP Laptops 3Vista 2 Windows7	5	✓	various locations
Computer	Dell Laptops 1 XP 1 Vista 6Windows7	8	✓	various locations
Computer	Tool Zip Binder with various tools	1	✓	Server Room
Computer	SA4A 2316 Quad LCD Monitor Arm Set up	1	✓	Sys Mgr
Computer	Sonic Wall	1	✓	Telco Room
Computer	Sonic Wall 18B1691A2014	1	✓	Server Room
Printer	Dell 531N Printer	1	✓	Inmate Accts
Printer	HP LASER Color 452DN	1	✓	Accountiing
Printer	HP LaserJet 4100N Printer	1	✓	Sys Mgr
Printer	HP LaserJet 2035 Prnter	1	✓	Finance
Printer	HP LaserJet 2035 Priner	1	✓	Personnel
Printer	HP LaserJet 4250 Printer	1	✓	Hearing
Printer	HP Pro 400	1	✓	Superintendent
Printer	LexMark MS81	1	✓	Booking
Printer	Ricoh @Remote Device	1	✓	Server Room
Printer	Ricoh 3003	5	✓	(GRecords, Sallyport, Medical, Class., Records)
Printer	Ricoh 3004	1	✓	Admin
Printer	Ricoh 301	2	✓	Cpl & Lt.Col.
Printer	Ricoh 305	1	✓	Investigations
Printer	Ricoh 3053	1	✓	Payroll

**IT Equipment (Page 2 of 3)**

Printer	Ricoh 4002	1	✓	Watch Commander
Printer	Ricoh 6002	1	✓	Booking
Printer	HP PSC 2110 All-in-One printer	1	✓	Surplus
Telcco	NICE Recorder	1	✓	telco room
Teleco	Telccommunications Package/Telephones	1	✓	telco room
Tele-Confer	AverMedia Video Capture HD Digital Recorder for PC	1	✓	Server Room
Tele-Confer	Video Arraignment Camera	4	✓	Server Room
Tele-Confer	Video Arraignment Speaker/Mic	4	✓	server room
Tele-Confer	Video Arraignment Equipment	7	✓	3 pronets 4 at localities
Tele-Confer	Video Arraignment Equipment	1	✓	Booking
Telephone	Cordless	6	✓	various places
Telephone	Tadiran DKT1110	5	✓	In Use (Security)
Telephone	Tadiran DTK2320	1	✓	In Use Compliance Room
Telephone	Tadiran DTK2321	1	✓	Lobby
<b>Telephone</b>	<b>Tadiran Telecom FlexSet 120D</b>	<b>76</b>	<b>✓</b>	<b>Various Locations</b>
Telephone	Tadiran Telecom FlexSet 280D	3	✓	2 in use 1 in Svr Rm
Telephone	Tadiran Telecom FlexSet VoIP	12	✓	4 in use 8 in Svr Rm
Telephone	Coral 280D Flex Set White	3	✓	1 in use 1 in Svr Rm
Telephone	Tadiran 120 D Coral Flex Set (old phones)	37	✓	server room
Telephone	Tadiran 280D Coral Flex Set Black	3	✓	server room
Telephone	Coral DKT 2320	8	✓	server room
Telephone	Coral DKT1110	2	✓	server room
Telephone	Coral DST	35	✓	server room
Telephone	Ultratec for hearing impaired	3	✓	1 in use 1 in Svr Rm
Computer	Juniper for VINELINK	1	✓	Server Room
Computer	Dell N2024 Swith/Router	2	✓	Server Room - Rack
Computer	APC 3000 Battery Back Up	2	✓	Server Room - Not In Use
Computer	APC 2200 Battery Back Up	2	✓	Server Room
Computer	APC 2400 Battery Back Up	1	✓	Server Room
Computer	APC CS500 Battery Back Up	1	✓	Server Room
Computer	LinkSys (Cisco)5 Port Switch (old)	3	✓	Surplus
Computer	D-Link 5 Port Switch old	2	✓	Surplus
Computer	LinkSys (Cisco) N300 Router (WiFi)	1	✓	Sally Port
Computer	Ubiquiti Networks UniFi WIFI UAP-AC-LR-US (G) 788A202CED60	3	✓	Medical, Conf. Rm, Training
Cell Phone	540 320 2339 iPhone 6s	1	✓	Lt. Col.
Cell Phone	540 320 3875 LG Envoy II w/camera	1	✓	not in use (sys mgr)
Cell Phone	540 616 4129 LG Envoy II w/camera	1	✓	maintenance
Cell Phone	540 616 8742 SAMSUNG S4	1	✓	Admin Capt.
Cell Phone	540 616 9502 Kyocera Pro / Galaxy S4 White	1	✓	A/B Team Captain
Cell Phone	540 616 9505 iPhone 5c	1	✓	major
Cell Phone	540 616 9508 Galaxy S7	1	✓	Sys Mgr
Cell Phone	540 616 9509 LG WINE III	1	✓	C/D Team Captain
Cell Phone	540 616 9510 Galaxy J3	1	✓	maintenance
Cell Phone	540 616 9511 iPhone SE	1	✓	maintenance
Cell Phone	540 616 9506 iPhone 7 Black	1	✓	Medical
Cell Phone	iPhone SE screen shattered	1	✓	not in use (sys mgr)
Cell Phone	540 616 9514 Samaung J7	1	✓	investigations
Cell Phone	540 616 9515 Grand Prim	1	✓	Personnel
Cell Phone	LG Wine III	1	✓	not in use (sys mgr)
Scanner	fi-7160 ser. #A36DG87629	1	✓	Admin Lt.
Scanner	fi-7160 ser. #A36DG63442	1	✓	g records
Scanner	fi-7160 ser. #A36DG64973	1	✓	classifications
Scanner	fi-7160 ser. #A36DG64861	1	✓	classifications
Scanner	fi-7160 ser. #A36DG63512	1	✓	classifications
Scanner	fi-7160 ser. #A36DG64852	1	✓	records

**IT Equipment (Page 3 of 3)**

Scanner	fi-7160 ser. #A36DG64938	1	✓	records
Scanner	fi-7160 ser. #A36DG63516	1	✓	medical
Scanner	fi-7160 ser. #A36DG63367	1	✓	medical
Scanner	fi-7160 ser. #A36DG64984	1	✓	Watch Commander
Scanner	fi-7160 ser. #C10A027651	1	✓	records
Scanner	fi-7160 ser. #C10A027646	1	✓	records
Scanner	fi-7160 ser. #C10A027649	1	✓	records
Scanner	fi-7160 ser. #C10A027653	1	✓	records
Scanner	fi-7160 ser. #C10A027705	1	✓	records
Cameras	Evidence Cameras Kodak PlyPro F253	5		
Tele-Confer	24" Samsung Smart TV 4Series 4500 Model UN24H4500AFXZA			
	SERIAL NUMBER o3E83NHJ423913	1	✓	Server Room
	LG 65" TV MFL69673602	1	✓	CONFERENCE ROOM
	TV INF 6500E	1	✓	CONFERENCE ROOM
Computer	Polycom EPTZ-2 EASLE EYE Acoustic Camera SN 17210114	1	✓	Booking
Computer	Polycom Real Presence Group 310 sn 8G1728476AAEDP	2	✓	Booking
Printer	Zebra ZXP Series 7 Printer	2	✓	Booking
Computer	Dell Optiplex 3020 PC w/19" Flat Panel Monitor	1	✓	Booking
	Canon Rebel T5i Digital Camera	1	✓	Booking
	Digital Mount Kit	1	✓	Booking
	Pan & Tilt Model 340 with cable	1	✓	Booking
	Digital Lighting Componets	1	✓	not in use (server room)
	Backdrop	1	✓	not in use (server room)
Computer	Netgear Switches	3	✓	Server Room
Computer	D-Link Switches	2	✓	Server Room
Computer	D Link Go Switch (1 serv rm, 1 MC, 1 Med, 1 F-Blk)	4	✓	
Tools	Network Tool Kit	1		IT Dept
Tools	Wire Cutter	1		IT Dept
Tools	Data VAC	1		IT Dept

MAINTENANCE		
ITEM	DESCRIPTION	QTY
Air Compressor	3 HP 60 gallon tank	1
Air Compressor	Quincy Compressor Model QT5-3-60V Simplex	1
Air Compressor	Quincy QT5 2 Stage	1
Blower	Husquvarna Leaf Blower	1
Chainsaw	Husky 16"	1
Mower	John Deere 48" Walk Behind Mower	3
Plow	Myers 7' Snow Plow	1
Tiller	Cub Cadet Tiller	1
Tools	Maintenance/Shop Tools	
Trailer	1998 6' x 12' Utility Trailer/Dual Wheel 4M8US1218WD001339	1
Trailer	2008 Loudo Trailer VIN 1L9BU182X8N383513	1
Trimmer	FS110R Trimmer Stihl	3
Trimmer	Hedge Trimmer	1
Utility Vehicle	John Deere Gator 2 x 4	1
Work Platform	AWP Super Series Work Platform	2

MEDICAL SUPPLIES		
ITEM	DESCRIPTION	QTY
Chair	Blood-Drawing Chair	1
Chair	Wheelchair	4
Chair	Extra Wide Wheelchair	1
Medical Equipment	Crutches (pairs)	8
Medical Equipment	Exam chair	1
Medical Equipment	Walkers	1
Medical Equipment	Examination Lamps	3
Medical Equipment	Examination Tables	3
Medical Equipment	Blood Sugar Cart	1
Medical Equipment	Instrument Tray Stand	2
Medical Equipment	Height & Weight Scales	4
Medical Equipment	Wall Sharps/Glove Dispensers	7
Medical Equipment	Pulse OX	16
Medical Equipment	Neb. TX Machine	2
Medical Equipment	Otoscope & Ophthalmoscope (sets)	3
Medical Equipment	Ear Thermometer	1
Medical Equipment	IV Stand	1
Medical Equipment	Filing Cabinets	8
Medical Equipment	Defibrillator	1
Medical Equipment	Defibrillator Batteries	1
Medical Equipment	Signal 99 Bag	1
Medical Equipment	Racks w/Bins	6
Medical Equipment	Adult Potty Chairs	1
Medical Equipment	Backboard	1
Medical Equipment	Stretcher	1
Medical Equipment	Refrigerators/Freezers (for blood, medicine & inmate food)	4
Medical Equipment	Medication STAT Boxes	4
Medical Equipment	Emergency Cart	1
Medical Equipment	Power Spin (for blood)	2
Medical Equipment	Autoclave	1
Medical Equipment	Biosonic UC300 Whalodent	1
Medical Equipment	Humidifier	1
Medical Equipment	Dentist Examination Chair	1
Medical Equipment	X-ray Machine	1
Medical Equipment	X-ray Jacket	2
Medical Equipment	Ligajet	2
Medical Equipment	Dental Syringes	20
Medical Equipment	Hand Pieces	1
Medical Equipment	Self-Contained Breathing Apparatus c/Cabinet	1
Medical Equipment	Exam Stool w/Casters	5
Medical Equipment	Peri Pro III Dental X-ray processor	1
Medical Equipment	EKG Machine	1
Medical Equipment	Cart for EKG Machine	1
Medical Equipment	Automatic Vital Sign Machines	3
Medical Equipment	Pill cart	2
Medical Equipment	PT/INR Machine	1
Medical Equipment	Doppler	1
Medical Equipment	Oxygen Concentrators	4
Key Cabinet	Lantronix Serial Server	1
Key Cabinet	Hand Geometry Reader	1
Key Cabinet	Non Random Key Return	1

**OFFICE FURNISHINGS (Page 1 of 3)**

ITEM	DESCRIPTION	QTY
Bench	Moveable Bench w/Pedestals	2
Bench	Moveable Bench w/Hooks	1
Bench	Steel Open Leg Work Bench	1
Bench	Modular Work Bench w/Ariel Shelf	1
Board	Markerboard	7
Bookcase	Executive Bookcase	2
Bookcase	Steel Bookcase	12
Bookcase	Metal 36x12x72	12
Bridge	Executive Bridge	1
Cabinet	Locking Cabinet	4
Cabinet	Metal Locking Cabinet	9
Cabinet	5-Drawer File Cabinet	63
Cart	Wide Body Television Cart	4
Cart	Book Cart	5
Case	Recorder storage case	1
Chair	Executive Chair	1
Chair	Conference Chair	9
Chair	Side Chair	13
Chair	24-Hour Task Chair	48
Chair	Stacking Side Chair	60
Chair	Integra Armless Chair	470
Chair	Double Chair	2
Chair	Triple Chair	5
Chair	Chair with Arms black fabric	10
Chair	Chair Piretti no arms stackable	14
Chair	Chair Nightingale with arms black	30
Chair Mat	Plastic 46x60 with Lip	9
Couch Unit	8 Piece Couch Unit (3 Tables and 5 Couches)	1
Credenza	Executive Credenza	1
Desk	Steel Administrative Desk	8
Desk	Steel Administrative Desk	8
Desk	Steel Administrative Desk	1
Desk	Steel Administrative Desk w/Left Return	8
Desk	Executive Desk	1
Desk	Desk Unit	4

**OFFICE FURNISHINGS (Page 2 of 3)**

Desk	Modular Desk Unit	1
Desk	54" Cherry Desk	1
Desk	Office Desks--Admin Offices	9
Desk Return	Steel Desk Return	8
Desk Return	Steel Desk Return	1
Fax	Xerox 555 Pro	1
File	5 Drawer Plan File w/Base	1
File	Mobile Locking Pedestal File	2
File	4 Drawer Locking Lateral File	24
File	5 Drawer Locking Lateral File	44
File	5 Drawer Locking	20
File Cabinet	4 drawer black	10
File Cabinet	5 drawer black	24
File Cabinet	2 drawer on wheels	2
Furniture	Systems Furniture	3
Furniture	Systems Furniture	1
Furniture	Systems Furniture	1
Keypad Tray	Mouse/Gel Palm Rest--Black	9
Laminator	Laminators in Admin	2
Laundry	Laundry Equipment/Laundry Buggies	5
Lectern	Lectern	1
Lectern	Lectern--Table Top	5
Lockers	Bank of Lockers	1
Locks	Master Locks	6
Master Lock	Master Locks	23
Microwave	Countertop Microwave	2
Miscellaneous	Key Control Locker	1
Miscellaneous	Smart Board	1
Organizer	Executive Highback Organizer	1
Postage Meter	Postage Meter w/Scale	1
Pouch	Valuable Pouches Storage System	1
Projectors	1 Optima, 1 Enfocus, 1 Epson, 1 Viewsonic	4
Reception Desk	Recp Desk--Admin Offices	1
Recorder	Marantz 4 mic recorder	1
Recorder	Marantz rechargeable battery	1
Recorder	DTP3752W Dictaphone	1
Recorder	41231-D16-D16 Dictaphone Prolog System	1



**OFFICE FURNISHINGS (Page 3 of 3)**

Repeater	UHF, 100 Watts	2
Safe	Safe	2
Safe	Safe w/Hopper	1
Shredder	Medium Duty Shredder (320cc Series)	5
Shredder	Fellowes 320cc Paper Shredder	5
Shredder	Small PS 55cc Paper Shredder	4
Table	Round Table ODR	2
Table	Square Table ODR	3
Table	Rectangular Table	7
Table	Rectangular Table	11
Table	Training Table	32
Table	Rectangular Table	4
Table	Conference Table	1
Table	Folding Table Handling System	3
Table	Rectangular Folding Table	2
Table	Rectangular Folding Table	4
Table	Rectangular Folding Table	9
Table	Rectangular Folding Table	2
Table	Corner Table	4
Table	General Purpose table 24x 60	8
Table	General Purpose Table 42 Diameter Black/Cherry	2
Tackboard	Vinyl Surface Tackboard	54
Tackboard	Vinyl Surface Tackboard	15
Tackboard	Vinyl Surface Tackboard	5
Towel Dispenser	Folded Towel Dispenser	6
TV	Televisions-HDTC	20

**POLICE SUPPLIES**

Item and Description	QTY
Remington .223 55gr FMJ	1800
Federal Tactical .223 Rem 55gr	780
Federal 12 ga 00 Buckshot	6000
Federal 12 ga Slugs	3300
Federal 40 S&W 165gr Duty	3400
Federal 40 S&W 165gr FMJ Ball	29900
loaded magazines 40 S&W Duty	270
12ga (2553) Rubber Pellet Rounds	40
12 ga (2581) Super Socks Bean Bag	20
Stinger Ball Grenade (9594)	4
3553 Ctg Short .3 Rubber Ball	5
3555 Ctg Foam Baton Multi	5
3581 Ctg Bean Bag	5
Defense Technology MK-9 OC	2
37mm (3581) Super Sock	5
12ga (2553) Rubber Pellet Rounds	10
12 ga (2581) Super Socks Bean Bag	15
Stinger Ball Grenade (9594)	5
CTS Mini Flashbang (7290m)	12
Sabre Red Cell Buster with wand	6
Sabre Red Cell Buster with out wand	5
Defense Technology MK-9 OC	1
Nova XR 5000	4
Straight Jackets	4
Body Armor Riot Vest	3
Glock 22 40 Gen 4	22
Glock Magazine	55
Mossberg 590 A1	18
Mossberg 590 A1 Carno (Non Lethal)	2
37mm Gas Gun	1
Magazine Holders	0
Safarilands (6360) left hand holster	1
Safarilands (6360) right hand holster	0
Batons	16
Handcuff Cases	22
24 UV black cable ties	1000
Galls 72" Restraint Chain	14

<b>RECREATIONAL SUPPLIES</b>		
	<b>DESCRIPTION</b>	<b>QTY</b>
Ball	Basketball	16
Ball	Volleyball	12
Dumbbells	Hexagonal Solid Dumbbells w/Rack	1
Mannequin	Kickboxing/Fighting Dummy	1
Mat	Athletic Floor Protection Mat	3
Stationary Bicycle	Recumbent Bike w/Heart Rate	1
Treadmill	Nautilus Soft Step	1
Weight Bench	Adjustable Free Weight 0-90°	2
Weight Station	Personal Circuit 5 Station	1
Weight Station	Weight Assisted Chin/Dip	1
<b>TRAINING AIDS &amp; EQUIPMENT</b>		
<b>Item</b>	<b>DESCRIPTION</b>	<b>QTY</b>
Training Aids	Training AEDs	2
Training Aids	Bobs	3
Training Aids	CPR Training Mannequins	4
Training Aids	ASP Training Bags	5
Training Aids	Mouth Guards	12
Training Aids	ASP Foam Training Batons	1
Training Aids	Blue Training Guns	1
Training Aids	ASP Training Shotgun	1
Training Aids	Redman Protective Suit	1
Training Aids	Century Head Protectors	7
Training Aids	Century Chest Protectors	6
Training Aids	Century Forearm Protectors	6
Training Aids	Century Hand Protectors	7

**Security Systems**

Item	Quantity	Received
Cameras	126	
CPU	17	
Touch Screen Monitors	19	
Camera Control Box	4	
DXI	35	
AMP	11	
Battery Back ups	16	
Monitor	2	
Matrix02	1	
Matrix01 Master	3	
DL	3	
QM2	1	
Key Watch Computer	1	
Key Watch Box	2	
Computer Set up for Security	1	
Majic Card Printer	1	
Card Activator	1	
Receiver Hub AHM1-6	6	
Receiver Hub PHM1-2	2	
DVR 3-9	7	
Old DVRs 2, 1, 17, 21, 22 & unlabeled	6	
HP TOUCH SCREEN MONITORS	2	NEW IN BOX

CPU MODULE	17	10/29/08
10-SLOT MODULAR CPU Baseplate	17	10/29/08
10-SLOT EXPANSION Baseplate	2	10/29/08
5-SLOT EXPANSION	1	10/29/08
POWER SUPPLY 120/240 VAC, 30W	20	10/29/08
POWER SUPPLY, QUINT-PS-120AC/24DC/5	32	10/29/08
POWER SUPPLY, QUINT-PS-120AC/24DC/10	5	10/29/08
LINER POWER SUPPLY	3	10/29/08

Replacement of defective Vicconnet DVRS with New Digital ONSSI Based

Recording System Utilizing Dell Server and Axix Encoders for Existing Analog Cameras

Video Encoder	6	1/16/2018
NVR Server	1	1/16/2018
Video Base Server	1	1/16/2018
Video Software	1	1/16/2018
Video Camera License	24	1/16/2018
Video Review Station (Admin Control)	1	1/16/2018
Network Switch - 24 port 10G Trunk	1	1/16/2018

**VEHICLE INVENTORY**

	Unit #	DESCRIPTION	VIN #	LIC#	QTY	MILEAGE	USE
501	J07-501	2007 Ford 4 door sedan Gold	1FAPP24167G119151	40-097L	1	173,945	Security
502	J07-502	2007 Ford 4 door sedan Red Fire	1FAPP24127G109345	40-098L	1	180,219	Security
503	J13-503	2013 Chevy Express Cargo Van VRWD	1GCZGUCG1D1140531	40-092L	1	211,216	Prisoner Transport
504	J13-504	2013 Chevy Express Cargo Van VRWD	1GCZGUCG4D1138630	40-087L	1	279,819	Prisoner Transport
505	J17-505	2017 Ford Transit Van	1FTYR2YM6HKA57072	40-091L	1	112,377	Prisoner Transport
506	J17-506	2017 Chevy Express Cargo Van	1GCZGHFF2H1117517	40-090L	1	148,041	Transportation
507	J03-507	2003 Ford Van	1FBSS31SX3H1A18424	40-086L	1	290,447	Prisoner Transport
508	J19-508	2019 Chevy Express Cargo Van	1GCZGHFG7K1209948	208-530L	1	9,234	Prisoner Transport
509	J11-509	2011 Ford Van	1FTSS3ES9BDH25606	158-600L	1	157,694	Transportation
510	J15-510	2015 Ford Transport Cargo Van	1FTNR2YM6FKB08859	40-094L	1	173,189	Transportation
511	J17-511	2017 Chevy Express Cargo Van	1GCZGHFF7H1247597	40-096L	1	88,615	Transportation
512	J13-512	2013 Chevy White Impala	2G1WA5E32D1176896	175-220L	1	99,788	Lt. Col. Bowman
513	J13-513	2013 Chevy Express Cargo Van	1GCZGUC9D1140678	40-088L	1	297,777	Prisoner Transport
514	J15-514	2015 Ford Transport Cargo Van	1FTNR2YM4FKB08858	40-095L	1	148,188	Transportation
515	J17-515	2017 Chevy Express Cargo Van	1GCZGHFF3H1244597	125585L	1	97,047	Transportation
516	J19-516	2019 Chevy Express Cargo Van	1GCZGHFG4K1209499	208529L	1	12,849	Transportation
517	J13-517	2013 Ford Taurus SE White	1FAHP2D88DG116169	41-903L	1	91,426	Investigations
518	J03-518	2003 Chevrolet Suburban	3GNFK16Z53G221486	40-902L	1	128,843	Prisoner Transport
519	J11-519	2011 Ford Explorer	1FMHK8B89BGA91399	165852-L	1	112,080	Major Stallard
520	J13-520	2013 Ford Taurus SE Silver	1FAHP2D80DG114416	40-901L	1	81,478	Superintendent Winston
521	J09-521	2009 Ford Sport Utility	1FMCU92729KC96748	40-083L	1	153,535	Maintenance
522	J06-522	2006 Ford Fusion 4 DR SDN	3FAPP07286R219376	40-099L	1	70,527	Transportation
523	J09-523	2009 Ford Pickup	1FTYR15E9PA57992	40-089L	1	138,864	Facility Maintenance
524	J99-524	1999 Chevrolet Pick-Up	1GCGK29RXXF088231	41-926L	1	74,018	Facility Maintenance
525	J93-525	1993 International Bus	1HVBBLN1PH538294		1	252,937	Transportation
526	J93-526	1993 International Bus	1HVBBLN1PH538293		1	225,503	Transportation
TRAILER		1998 Superior Tri	4M8US1218WD001339	41-929L	1		
TRAILER		2008 Ludo Tri	1L9BU182X8N383513		1		
TRACTOR		4520 MFWD DOM Cut	1LV4520HCA11840198		1		
FERTILIZER SPREADER		3 PT HITCH			1		
TRACTOR-FINISH MOWER		HOWSE 72"			1		
TRACTOR-HOWSE FLOW		Triple Back two BTM			1		
TRACTOR-HOWSE TILLER		70" heavy duty			1		
TRACTOR-LOADER		CX Loader			1		
TRACTOR-POTATO PLOW		3PT Potato Plow			1		
TRACTOR-REAR BLADE		7FT			1		
TRACTOR-TACH FORKS		Front Quick			1		

WAREHOUSE SUPPLIES & EQUIPMENT		
ITEM	DESCRIPTION	QTY
Buffer	Floor Buffer--Burnisher	2
Buffer	Hi Speed buffer	2
Buffer	Lo Speed buffer	2
Cart	Mail Cart	1
Dolly	2-Wheel Dolly	2
Drum Truck	Drum Truck	1
Ladder	Heavy Duty Steel Rolling Ladder	2
Pallet Truck	BT Pallet Truck/Jack	2
Plate	Dock Plate	1
Platform Truck	30x60 Plastic	5
Rack	Pallet Rack/Shelving	57
Shelving	Heavy Duty Wire Utility Shelving	8
Shelving	Heavy Duty Wire Utility Shelving	32
Shelving	Heavy Duty Wire Utility Shelving	8
Shelving	Molded Plastic Shelving Unit	26
Shelving	Steel Open Shelving (X-Ray Film)	1
Shelving	Steel Shelving (Library)	48
Shelving	Open Steel Shelving (Commissary)	5
Shelving	Open Steel Shelving (Mail Sorting)	1
Shelving	Open Steel Shelving (Reference Use)	10
Utility Cart	Gray Utility Cart	25
Utility Truck	Utility tilt Truck 1/2 YD	5



**Carroll County Industrial Development Authority**  
**Meeting Agenda**  
July 1, 2019  
4:00 p.m.

**Type of Meeting:** Organization Meeting and Regular Board Meeting

**Authority Members** - Andy Jackson Vice-Chairman, Larry Chambers - Secretary; Richard Sowers, Larry Edwards, Ronnie Collins, Ricky Thomas, Mandy McCraw, Sandy West - Treasurer, Steve Truitt - County Administrator/Executive Director IDA

**Regular Meeting**

1. Call to Order – Chairman Andy Jackson
2. Citizen Time
3. Consent Agenda
  - a. Approval of June 2019 Regular IDA Meeting Minutes
  - b. Approval of Claims
4. Closed Session Pursuant to Virginia Code Section 2.2-3711 (paragraphs A.1-Personnel Issues, A.3 – Acquisition or Disposition of Real Property; A.5 – Economic Development)
5. Treasurer’s Report/Monthly Financial Reports
6. Other Business
  - a. Authority Name Change Update
7. Authority Members Time
8. Chairman’s Time
9. Adjournment. Next meeting Monday, August 5, 2019 at 4:00.

## **Draft Minutes – June 3, 2019 Regular Meeting**

The Carroll County Industrial Development Authority held its regular monthly meeting on Monday, June 3, 2019 at the Carroll County Governmental Complex in Hillsville.

Members present: Chairman Andy Jackson, Vice-Chairman Roger Wilson, Larry Edwards, Ricky Thomas, Ronnie Collins, Richard Sowers and Secretary Larry Chambers.

Also, County Administrator and IDA Executive Director Steve Truitt and IDA Treasurer Sandy West.

### **Minutes**

Mr. Edwards made the motion to approve the amended minutes of the May 6, 2019 meeting. Mr. Thomas seconded the motion, which was approved by a 7-0 vote.

### **Closed Meeting**

Upon a motion by Mr. Chambers, seconded by Mr. Edwards and approved by a 7-0 vote, the Authority entered into a closed session pursuant to Virginia Code Section 2.2-3711 (Section A.3 for acquisition or disposition of real property and Section A.5 for economic development).

### **Return to Regular Session – Certification**

On a motion by Mr. Collins, seconded by Mr. Sowers, and approved by a 7-0 vote, the IDA returned to regular session and adopted the following resolution.

WHEREAS, the Authority has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-3711 (A.3 Acquisition or Disposition of Real Property and Section A.5 for economic development) of the Code of Virginia requires a certification by this Authority that such closed meeting was conducted in conformity with Virginia law.

### **Pasture Lease**

After discussion, Mr. Wilson made the motion to approve a 5-year pasture lease agreement with Virginia Produce. The 46.2 acre of pasture land is located near the Carroll County Industrial Park. Mr. Edwards seconded the motion, which was approved by a 7-0 vote.

### **Treasurer's /Claims Report**

Mr. Chambers made the motion to approve the monthly claims and treasurer's report presented by Ms. West. The motion was seconded by Mr. Wilson and approved by a 7-0 vote.



### **Land Donation**

Mr. Chambers made the motion to donate 5 acres of the Guynn Farm to the Livestock Educational Center Project (only if needed). The motion was seconded by Mr. Wilson and approved by a 7-0 vote.

### **IDA Name Change**

Mr. Thomas, in order to better reflect the intended mission of this body, made the motion that the Carroll County Industrial Development (IDA) take the necessary steps to change the name of the organization to the Carroll County Economic Development Authority (EDA). He suggested that the name change might better capture the current mission of the organization which is focused on economic development of all sorts and not limited to “industrial” organizations.

It was pointed out that Grayson County also changed the name of its IDA to EDA a few years ago.

The motion was seconded by Mr. Sowers and approved by a 7-0 vote.

Mr. Truitt said he would prepare a name change resolution and present it to the Board of Supervisors. He said a public hearing would also be required to give citizens the opportunity to make comments.

### **Supervisors Resolution**

Mr. Thomas presented a suggested resolution for the Board of Supervisors to include the IDA in the selection of a new county administrator.

Several members of the board made comments that they hated to see Mr. Truitt, the county administrator and executive director of the IDA, leave his position. He announced his resignation last month.

The suggested resolution brought a variety of comments from the board.

Mr. Thomas said, “I don’t feel like this body should sit back and be passive in its selection of Steve’s replacement or any temporary replacement. I believe we should, with a very serious resolution, ask to be part of the search committee in order to have our long-range objectives addressed, which is to promote economic growth in this county.”

Mr. Chambers added: “I think with the cooperation we have with the board of supervisors, that we definitely need a say in who they pick, because the person will also be the executive director of the IDA.”

Mr. Jackson said: "Steve, It's been a pleasure working with you, and I hope that something happens where you get to stay, but I don't see it. I hope, too, that on this (the supervisors) do have a committee and that (the supervisors) go through a process that is open. There's been so many of them that weren't open."

Mr. Collins said: "As far as we are concerned, I don't see us as the decision-making people on who's hired as the county administrator or the assistant county administrator. We are not in the personnel end of things. I have a level of discomfort with that and I'd like to hear what the board has to say about it."

Mr. Edwards said: "I'd like for (the supervisors) to look at our input." He clarified that the IDA serves at the discretion of the board of supervisors as appointed, rather than elected, members. I could see some personnel issues, because when you are interviewing people you look at personal information and all that. I have a consternation with that, although I support the idea of having some kind input."

Jackson commented, "With our position here, in whoever is hired as the county administrator being our head, we should have input."

Edwards also asked for clarification regarding the county's hiring process.

In the past, the county human resources department is responsible for defining and advertising the details and qualifications of the position, and that the Board of Supervisors develops a list of candidates. A candidate that best fits this description would then be selected to serve at the pleasure of the Board of Supervisors.

Thomas also asked if it was county policy that the county administrator also serve as the executive director of the IDA.

Authority members said that this is a contractual condition rather than a concrete policy.

Thomas continued, So, I guess my reason for bringing up that point is that the executive director works for this body, not this body working for the executive director," Thomas said. "To that end, at the very least, we should have a strong say in the person that ultimately is chosen."

The authority also discussed the possibility of hiring its own executive director.

They also discussed several advantages in having a full-time executive director with a primary focus on economic development.

The IDA also expressed serious concerns regarding Nikki Cannon, the assistant county administrator, who also resigned last month, and how that would affect the presentation, approval and execution of the fiscal year 2020 budget, which is still being finalized, closing out the financial details for fiscal year 2018-2019, which ends on June 30, and the handling of the county's annual audit that occurs at the transition into fiscal year 2020.

Mr. Collins made the motion for the IDA to request time on the closed session agenda for the July 8 meeting of the Board of Supervisors, in order to seek representation in the forthcoming personnel decisions. Mr. Chambers seconded the motion, and approved by a 7-0 vote.

**Adjournment**

Mr. Chambers made the motion to adjourn, seconded by Mr. Edwards, and approved by a 7-0 vote.

# BLUERIDGECROSSROADS

economic development authority

Carroll – Galax – Grayson VIRGINIA

Carroll-Grayson-Galax Regional Industrial Facilities Authority  
November 26, 2018 Minutes

## Roll Call

- Steve Truitt- Carroll County present
- Rex Hill- Carroll County present
- Keith Barker- City of Galax present
- C.M. Mitchell- City of Galax present
- Bill Shepley - Grayson County absent
- Kenneth Belton- Grayson County absent
- Robbie McCraw- Carroll alternate absent
- Bill Davis- Galax alternate absent
- Mike Hash- Grayson alternate present
- Others present-
  - Dan Campbell- BRCEDA Interim Director
  - Mandy Archer- SBDC Director
  - Ginny Plant- Administrative Assistant

## Call to Order

Mr. Mitchell called the meeting to order at 3:34 PM.

## Consent Agenda

Mr. Barker made the motion to approve the consent agenda, including the Minutes and Treasurer's Report, as presented. Mr. Hash seconded the motion, which carried unanimously.

## Wildwood Commerce Park

Mr. Campbell stated that he and Mr. Hill met with Scott Frye, S & S Transporters, and Jonathan Chapman, DEQ, at Wildwood to go over DEQ's transmittal regarding the S & S Stormwater Management Plan application. DEQ had 14 comments on the application, with Items 12 – 14 being the responsibility of BRCEDA.

Items needing to be addressed by us at Wildwood for the S & S Stormwater application to move forward include removal of temporary construction HDPE slope drains, as well as maintenance and repair work on the Park's stormwater infrastructure. DEQ is requiring the vegetation that has established itself on the earthen embankment for the North Basin be removed. This work will involve significant weed-eating and removal of established woody growth. Also, a stormwater outfall between the S & S site and the basin will require significant repair when weather permits. Bank and stormwater basin erosion has become a big problem at this outfall

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# **BLUERIDGECROSSROADS**

economic development authority

Carroll – Galax – Grayson VIRGINIA

**Carroll-Grayson-Galax Regional Industrial Facilities Authority**  
**Regular Meeting Agenda**  
**Monday, January 28, 2019**  
**Time: 3:30 PM**  
**Location: Crossroads Institute**

1. Call to Order
2. Consent Agenda:
  - a. Minutes from the November 26, 2018 Meeting
  - b. Treasurer's Report
3. Wildwood Commerce Park
  - a. Stormwater Management – Response to DEQ
  - b. Wildwood Stormwater Maintenance
  - c. Meeting with Appalachian Power – Transmission Line
  - d. Natural Gas Project – Grant Application
  - e. Other
4. SBDC Report
  - a. Federal Funding Update
5. Director's Report
  - a. General Assembly Legislation
  - b. Hampton Property – Blue Ridge Crossroads Commerce Park
  - c. VEDA Membership
  - d. CCPSA Sewer Project
  - e. Year-to-Date BRCEDA Expenditures
  - f. FY-2020 BRCEDA Budget
  - g. Other
6. Announcements
7. Closed Session – if necessary
8. Adjourn

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# **BLUERIDGECROSSROADS**

economic development authority

Carroll – Galax – Grayson VIRGINIA

and a contractor with an extended reach trac-hoe or similar heavy equipment will be required. A section of pipe will need to be re-installed, large rip-rap will have to be pulled back to the slope, damaged area of basin repaired, etc.; and, access for equipment to reach the work area will be difficult and may require installation of a road down the adjoining slope.

Additionally, one or more stormwater drainage pipes behind the S & S site need to be further assessed and potentially repaired.

Mr. Campbell also covered the “Inspection and Maintenance of Stormwater Facilities” developed for Wildwood, noting that this information will have to be submitted to DEQ and will have to be followed going forward. There will be cost associated with the ongoing maintenance. It was suggested by Board members that inmate, trustee labor assigned to the counties/city could help once the major repairs are completed.

DEQ’s required “Stormwater Management Facility Maintenance Agreement” was discussed. This Agreement will have to be entered into with DEQ and the required steps will need to be taken at Wildwood going forward in order for locating industries to be able to obtain their stormwater permits.

Mr. Campbell indicated that BRCEDA will have to submit a letter to DEQ at this time indicating that we are fully prepared to make the repairs and move forward with the maintenance program, and that the DEQ stormwater maintenance agreement will be executed. According to Mr. Chapman at DEQ they will continue to process the S & S stormwater permit application if BRCEDA commits to these items.

Following this discussion, Mr. Hash made a motion to hire the contractor submitting the bid for clearing, weed-eating and removal of woody growth in the amount of \$4,100. Mr. Hill seconded the motion, which carried unanimously.

Mr. Barker made the motion to allow Mr. Campbell to work with DEQ to submit proper letters and let Jonathan Chapman know what’s up and that we plan to do more work in the Spring as well in order to move forward with the S & S application. Mr. Truitt seconded the motion, which carried unanimously.

Mr. Campbell noted that he has spoken to Scott Frye and S 7 S remains committed to the project but doesn’t feel like he can start construction until Spring. S & S is working on the project site plan. Mr. Frye is requesting a time extension for the site plan due to the stormwater permit and other delays. The Board understood and noted that the site plan could be submitted by early spring, 2019.

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# **BLUERIDGECROSSROADS**

economic development authority

Carroll – Galax – Grayson VIRGINIA

## SBDC Report

Ms. Archer informed the board that we have been instructed by SBA to increase our budget from \$60K to \$70K. We plan to prepay some of our expenses like we did last year. Impact surveys have been sent out by the state office. So far, we have almost \$1.2 million in capital formation, \$2 million invested, and 19 jobs created. You will find a flyer for the Business Service Leadership Workshop coming up December 11<sup>th</sup> in your packet. We are targeting supervisors on going into a support role. If you can think of anyone to invite, please let us know. Crossroads Higher Ed Center received the grant for the laptop project. We have committed \$5K to the project and will have access to the lab for training purposes.

## Directors Report

Mr. Campbell mentioned the VA Econ. Dev. Partnership visit scheduled for Nov. 27<sup>th</sup> and asked that Mr. Mitchell, Mr. Truitt and Mr. Barker plan on attending the breakfast and discussion. A tour of Crossroads and WCC's training programs will take place and three local industry representatives will talk about doing business in the region.

The Carroll County sewer project, funded by the Tobacco Commission, still has some outstanding issues; therefore, project closeout is further delayed, and retainage is being held until all work and submittals are accepted by the CCPSA.

Mr. Campbell confirmed that the McCullun Sweeney site certificate for AEP's certification designation has been updated. According to the letter received the new certification expiration date is now February 3, 2021. As you may recall, a new wetlands study had to be completed by our engineer and submitted to the Army Corp of Engineers in order for us to obtain the new quality site certification.

## Announcements

A tentative meeting date of December 17<sup>th</sup> at 4 pm will be set in lieu of the December 24<sup>th</sup> meeting. If there is no need for a December meeting, the board will reconvene at its regularly scheduled January meeting date.

With no further business, the meeting adjourned.

Respectfully Submitted- Keith E. Barker, Secretary

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C. M. Mitchell - Chairman

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**BLUE RIDGE CROSSROADS EDA  
BALANCE SHEET  
NOVEMBER 30, 2018**

**ASSETS**

<b>CURRENT ASSETS</b>		
REGULAR CHECKING ACCOUNT	\$ 362,380.73	
MONEY MARKET - GNB	327,123.73	
DESIGNATED FUNDS-MARKETING	42,166.55	
LAND INVENTORY	<u>13,290,000.04</u>	
<b>TOTAL CURRENT ASSETS</b>		<b>14,021,671.05</b>
<b>PROPERTY AND EQUIPMENT</b>		
EQUIPMENT	33,178.75	
OFFICE EQUIPMENT	1,553.15	
ACCUMULATED DEPRECIATION	<u>(15,185.48)</u>	
<b>TOTAL PROPERTY AND EQUIPMENT</b>		<b>19,546.42</b>
<b>OTHER ASSETS</b>		
DEFERRED OUTFLOWS PENSION	<u>9,256.00</u>	
<b>TOTAL OTHER ASSETS</b>		<u><b>9,256.00</b></u>
<b>TOTAL ASSETS</b>		<b>\$ <u><u>14,050,473.47</u></u></b>

**LIABILITIES AND CAPITAL**

*Incumhered*

<b>CURRENT LIABILITIES</b>		
ACCOUNTS PAYABLE	\$ 4,916.88	
ST PORTION OF LT DEBT	102,509.48	
GRANT FUNDS ADVANCED	313,453.11	
ACCRUED LEAVE	<u>2,470.00</u>	
<b>TOTAL CURRENT LIABILITIES</b>		<b>423,349.47</b>
<b>LONG-TERM LIABILITIES</b>		
NOTES PAYABLE - MRPDC	164,793.18	
NOTES PAYABLE - GNB	4,695,241.70	
DEFERRED INFLOWS PENSION	6,740.00	
NET PENSION LIABILITY	<u>39,716.00</u>	
<b>TOTAL LONG-TERM LIABILITIES</b>		<u><b>4,906,490.88</b></u>
<b>TOTAL LIABILITIES</b>		<b>5,329,840.35</b>
<b>CAPITAL</b>		
FUND BALANCE	8,461,859.32	
NET INCOME	<u>258,773.80</u>	
<b>TOTAL CAPITAL</b>		<u><b>8,720,633.12</b></u>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>		<b>\$ <u><u>14,050,473.47</u></u></b>



**BLUE RIDGE CROSSROADS EDA  
INCOME STATEMENT  
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 2018**

	Current Month		Year to Date	
<b>REVENUES</b>				
GRANT REVENUE VA TOB #3009	\$ 0.00	0.00	\$ 390,783.10	46.77
GRANT REVENUE VA TOB #2487	0.00	0.00	241,801.25	28.94
CITY OF GALAX	0.00	0.00	67,600.00	8.09
COUNTY OF GRAYSON	0.00	0.00	67,600.00	8.09
COUNTY OF CARROLL	0.00	0.00	67,600.00	8.09
INTEREST INCOME	40.33	100.00	206.95	0.02
<b>TOTAL REVENUES</b>	<b>40.33</b>	<b>100.00</b>	<b>835,591.30</b>	<b>100.00</b>
<b>COST OF SALES</b>				
<b>TOTAL COST OF SALES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>GROSS PROFIT</b>	<b>40.33</b>	<b>100.00</b>	<b>835,591.30</b>	<b>100.00</b>
<b>EXPENSES</b>				
SALARIES & WAGES	3,600.00	8,926.36	19,080.00	2.28
PAYROLL TAXES	231.72	574.56	1,241.22	0.15
HEALTH INSURANCE	1,060.16	2,628.71	5,300.80	0.63
PROFESSIONAL FEES	2,270.00	5,628.56	3,762.00	0.45
COURT COSTS	0.00	0.00	517.67	0.06
ADVERTISING	0.00	0.00	936.39	0.11
POSTAGE & FREIGHT EXPENSE	11.36	28.17	62.78	0.01
TELECOMMUNICATIONS	74.78	185.42	509.72	0.06
OFFICE SUPPLIES	0.00	0.00	510.63	0.06
OFFICE RENTAL	0.00	0.00	1,500.00	0.18
TRAVEL EXPENSES	0.00	0.00	220.83	0.03
MILEAGE & FUEL EXPENSE	192.93	478.38	471.42	0.06
TRAINING/DEVELOPMENT TRAINI	37.79	93.70	37.79	0.00
REPAIRS & MAINT	500.00	1,239.77	4,550.00	0.54
SPECIAL EVENTS	153.00	379.37	153.00	0.02
INTEREST EXPENSE	15,652.38	18,810.76	72,771.37	8.71
MARKETING - WILDWOOD	25.00	61.99	25.00	0.00
DEPRECIATION EXPENSE	236.71	586.93	1,183.55	0.14
CARROLL COUNTY WATER PROJE	866.50	2,148.52	463,983.33	55.53
<b>TOTAL EXPENSES</b>	<b>24,912.33</b>	<b>51,771.21</b>	<b>576,817.50</b>	<b>69.03</b>
<b>NET INCOME</b>	<b>\$ (24,872.00)</b>	<b>(61,671.2)</b>	<b>\$ 258,773.80</b>	<b>30.97</b>

FOR MANAGEMENT PURPOSES ONLY

**BLUE RIDGE CROSSROADS EDA**  
**General Ledger Trial Balance**  
**As of Nov 30, 2018**

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING ACCOUNT	362,380.73	
1020	MONEY MARKET - GNB	327,123.73	
1025	DESIGNATED FUNDS-MARKETING	42,166.55	
1200	LAND INVENTORY	13,290,000.0	
1500	EQUIPMENT	33,178.75	
1530	OFFICE EQUIPMENT	1,553.15	
1700	ACCUMULATED DEPRECIATION		15,185.48
1801	DEFERRED OUTFLOWS PENSION	9,256.00	
2000	ACCOUNTS PAYABLE		4,916.88
2110	NOTES PAYABLE - MRPDC		164,793.18
2650	NOTES PAYABLE - GNB		4,695,241.70
2655	ST PORTION OF LT DEBT		102,508.48
2750	GRANT FUNDS ADVANCED		313,453.11
2801	DEFERRED INFLOWS PENSION		8,740.00
2802	ACCRUED LEAVE		2,470.00
2810	NET PENSION LIABILITY		39,716.00
3900	FUND BALANCE		8,461,859.32
4011	Grant Revenue VA Tob #3009		390,783.10
4019	GRANT REVENUE VA TOB #2487		241,801.25
4050	CITY OF GALAX		67,600.00
4055	COUNTY OF GRAYSON		67,600.00
4060	COUNTY OF CARROLL		67,600.00
4800	INTEREST INCOME		206.95
6000	SALARIES & WAGES	19,080.00	
6001	PAYROLL TAXES	1,241.22	
6003	HEALTH INSURANCE	5,300.80	
6031	PROFESSIONAL FEES	3,762.00	
6032	COURT COSTS	517.67	
6040	ADVERTISING	936.39	
6070	POSTAGE & FREIGHT EXPENSE	62.78	
6071	TELECOMMUNICATIONS	509.72	
6072	OFFICE SUPPLIES	510.63	
6073	OFFICE RENTAL	1,500.00	
6100	TRAVEL EXPENSES	220.83	
6101	MILEAGE & FUEL EXPENSE	471.42	
6102	TRAINING/DEVELOPMENT TRAININ	37.79	
6120	REPAIRS & MAINT	4,550.00	
6160	SPECIAL EVENTS	153.00	
6600	INTEREST EXPENSE	72,771.37	
6750	MARKETING - WILDWOOD	25.00	
6800	DEPRECIATION EXPENSE	1,183.55	
7200	CARROLL COUNTY WATER PROJE	463,983.33	
<b>Total:</b>		<b>14,642,476.4</b>	<b>14,642,476.4</b>

*EDLB Project Advance*  
 322,526  
 924,000

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Nov 30, 2018**  
**1010 - REGULAR CHECKING ACCOUNT**  
**Bank Statement Date: November 30, 2018**

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance			380,151.87
Add: Cash Receipts			40,378.82
Less: Cash Disbursements			(38,174.78)
Add (Less) Other			25.00
Ending GL Balance			<u>382,380.73</u>
Ending Bank Balance			430,588.41
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Nov 30, 2018	2162	(183.00)
	Nov 30, 2018	2153	(49.15)
	Nov 30, 2018	2154	(400.00)
	Nov 30, 2018	2155	(866.50)
	Nov 30, 2018	2156	(1,870.00)
	Nov 30, 2018	2157	(74.78)
	Nov 30, 2018	2158	<u>(22,597.70)</u>
Total outstanding checks			(26,011.13)
Add (Less) Other			
	Nov 30, 2018	11-4	<u>(42,166.55)</u>
Total other			(42,166.55)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>382,380.73</u></u>



399-03-01-00 03801 0 C 001 30 50 004  
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY  
1117 E STUART DR STE 178  
GALAX VA 21333-2656

## Your consolidated statement

For 11/30/2018

## Contact us



(800) BANK-BBT or  
(800) 226-5228

### Elimination of a BB&T Debit Card Replacement Fee

BB&T is pleased to announce that effective Jan. 1, 2019, the Debit Card Replacement Fee will be eliminated. The change will be reflected in the Business Services Product and Pricing Guide you received when you opened your BB&T account. If you do not have a copy of the Business Services Pricing Guide, contact your local BB&T financial center, your relationship manager or call 1-800-BANK BBT (1-800-226-5228) to request a current copy.

#### All Commercial Checking Accounts:

Service	Current Standard Fee	Now Fee
Debit Card Replacement Fee	\$ 5.00	No Charge

## Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(S)	DETAILS ON
BASIC PUBLIC FUND CHECKING	0000153659575	430,558.41	page 1
BASIC PUBLIC FUND CHECKING	0000253649259	32,465.49	page 2
BASIC PUBLIC FUND CHECKING	0000253649267	10,463.53	page 2
Total checking and money market savings accounts		\$473,487.43	



## Checking and money market savings accounts

### ■ BASIC PUBLIC FUND CHECKING 0000153659575

#### Account summary

Your previous balance as of 10/31/2018	\$436,843.89
Checks	- 46,664.30
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 40,378.82
Your new balance as of 11/30/2018	= \$430,558.41

#### Checks

DATE	CHECK #	AMOUNT(S)	DATE	CHECK #	AMOUNT(S)	DATE	CHECK #	AMOUNT(S)
11/02	2143	10,150.05	11/05	2146	550.00	11/23	2149	192.93
11/06	2144	44.77	11/02	2147	22,597.70	11/20	2150	4,891.88
11/02	2145	1,058.15	11/20	2148	500.00	11/16	2151	6,578.82
Total checks								= \$46,664.30

■ BASIC PUBLIC FUND CHECKING 0000153659575 (continued)

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
11/07	VENDORPAYM COVA Blue Ridge Crossroads CUSTOMER ID 80937039	6,578.82
11/07	DEPOSIT	33,800.00
Total deposits, credits and interest		= \$40,378.82

■ BASIC PUBLIC FUND CHECKING 0000253649259

Account summary

Your previous balance as of 10/31/2018	\$25,455.74
Checks	- 9,719.12
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 16,728.87
Your new balance as of 11/30/2018	= \$32,465.49

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	
11/07	1364	120.00	11/02	1369	243.30	11/08	1371	32.66	
11/02	*1367	100.05	11/13	1370	180.00	11/20	1372	8,998.34	
11/06	1368	44.77							
* indicates a skip in sequential check numbers above this item								Total checks	= \$9,719.12

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
11/02	DEPOSIT	10,150.05
11/16	DEPOSIT	6,578.82
Total deposits, credits and interest		= \$16,728.87

■ BASIC PUBLIC FUND CHECKING 0000253649267

Account summary

Your previous balance as of 10/31/2018	\$7,866.19
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 2,597.34
Your new balance as of 11/30/2018	= \$10,463.53

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
11/27	DEPOSIT	2,597.34
Total deposits, credits and interest		= \$2,597.34

**Elimination of a BB&T Inactivity Fee**

BB&T is pleased to announce that effective Jan. 1, 2019, the Inactivity Fee will be eliminated.

The change will be reflected in the Business Services Product and Pricing Guide you received when you opened your BB&T account. If you do not have a copy of the Business Services Pricing Guide, contact your local BB&T financial center, your relationship manager or call 1-800-BANK BBT (1-800-226-5228) to request a current copy.

All Commercial Checking Accounts:

Service	Current Standard Fee	Now Fee
Inactivity Fee per month*	\$7.50; \$5.00 in GA only	No Charge

Inactivity is defined as having no deposits or withdrawals for 12 consecutive months in your checking account and 24 consecutive months for money market/savings accounts. Interest posted or fees charged on a 30-day period that are considered to be activity. Applies only to accounts with balances less than \$1,000. To get a current \$0

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Nov 30, 2018**

**1020 - MONEY MARKET - GNB**

**Bank Statement Date: November 30, 2018**

Filter Criteria Includes: Report is printed in Detail Format.

---

Beginning GL Balance	327,083.40
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	40.33
Ending GL Balance	<u>327,123.73</u>
Ending Bank Balance	327,123.73
Add back deposits in transit	_____
Total deposits in transit	
(Less) outstanding checks	_____
Total outstanding checks	
Add (Less) Other	_____
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>327,123.73</u></u>

Skyline

Account Number XXXXXXXXXXXX1161  
Statement Date 11/09/2018  
Enclosures 0  
Page 1

1835 I AV 0.375 P:1835 / T:7 / S:  
CARROLL GRAYSON GALAX REGIONAL  
DBA BLUE RIDGE CROSSROADS EDA  
1117 E STUART DR  
GALAX VA 24333-2656



Great State Bank is joining with Skyline National Bank to bring you a great banking experience and values like integrity, strength and hard work. We're local, can-do bankers and want to be this community's biggest fan and best financial partner. Together, the sky's the limit.

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MMDA BUSINESS ACCOUNT XXXXXXXXXXXX1161

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			10/10/18	327,063.40
INTEREST		40.33	11/09/18	327,123.73
BALANCE THIS STATEMENT			11/09/18	327,123.73

TOTAL CREDITS (1) .33  
TOTAL DEBITS (0) .00

INTEREST

AVERAGE LEDGER BALANCE: 327,063.40 INTEREST EARNED: 40.33  
INTEREST PAID THIS PERIOD: 40.33 DAYS IN PERIOD: 30  
INTEREST PAID 2018: 451.37 ANNUAL PERCENTAGE YIELD EARNED: .15%

ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES:	\$ .00	\$ .00
TOTAL RETURNED ITEM FEES:	\$ .00	\$ .00

It's more than just a name...

S K Y L I N E

**BLUE RIDGE CROSSROADS EDA  
BALANCE SHEET  
DECEMBER 31, 2018**

**ASSETS**

<b>CURRENT ASSETS</b>		
REGULAR CHECKING ACCOUNT	\$	334,747.83
MONEY MARKET - GNB		327,165.40
DESIGNATED FUNDS-MARKETING		42,166.55
LAND INVENTORY		<u>13,290,000.04</u>
<b>TOTAL CURRENT ASSETS</b>		<b>13,994,079.82</b>
<b>PROPERTY AND EQUIPMENT</b>		
EQUIPMENT		33,178.75
OFFICE EQUIPMENT		1,553.15
ACCUMULATED DEPRECIATION		<u>(15,422.19)</u>
<b>TOTAL PROPERTY AND EQUIPMENT</b>		<b>19,309.71</b>
<b>OTHER ASSETS</b>		
DEFERRED OUTFLOWS PENSION		<u>9,256.00</u>
<b>TOTAL OTHER ASSETS</b>		<u><b>9,256.00</b></u>
<b>TOTAL ASSETS</b>	<b>\$</b>	<u><u><b>14,022,645.53</b></u></u>

**LIABILITIES AND CAPITAL**

<b>CURRENT LIABILITIES</b>		
ACCOUNTS PAYABLE	\$	5,747.70
ST PORTION OF LT DEBT		102,812.74
GRANT FUNDS ADVANCED		313,453.11
ACCRUED LEAVE		<u>2,470.00</u>
<b>TOTAL CURRENT LIABILITIES</b>		<b>424,483.55</b>
<b>LONG-TERM LIABILITIES</b>		
NOTES PAYABLE - MRPDC		164,793.18
NOTES PAYABLE - GNB		4,686,534.09
DEFERRED INFLOWS PENSION		6,740.00
NET PENSION LIABILITY		<u>39,716.00</u>
<b>TOTAL LONG-TERM LIABILITIES</b>		<u><b>4,897,783.27</b></u>
<b>TOTAL LIABILITIES</b>		<b>5,322,266.82</b>
<b>CAPITAL</b>		
FUND BALANCE		8,461,859.32
NET INCOME		<u>238,519.39</u>
<b>TOTAL CAPITAL</b>		<u><b>8,700,378.71</b></u>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>\$</b>	<u><u><b>14,022,645.53</b></u></u>

UNAUDITED - FOR MANAGEMENT PURPOSES ONLY



**BLUE RIDGE CROSSROADS EDA  
INCOME STATEMENT  
FOR THE SIX MONTHS ENDING DECEMBER 31, 2018**

	Current Month		Year to Date	
<b>REVENUES</b>				
GRANT REVENUE VA TOB #3009	\$ 0.00	0.00	\$ 390,783.10	46.76
GRANT REVENUE VA TOB #2487	0.00	0.00	241,801.25	28.94
CITY OF GALAX	0.00	0.00	67,600.00	8.09
COUNTY OF GRAYSON	0.00	0.00	67,600.00	8.09
COUNTY OF CARROLL	0.00	0.00	67,600.00	8.09
INTEREST INCOME	41.67	100.00	248.62	0.03
	<hr/>		<hr/>	
<b>TOTAL REVENUES</b>	<b>41.67</b>	<b>100.00</b>	<b>835,632.97</b>	<b>100.00</b>
 <b>COST OF SALES</b>				
	<hr/>		<hr/>	
<b>TOTAL COST OF SALES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<hr/>		<hr/>	
<b>GROSS PROFIT</b>	<b>41.67</b>	<b>100.00</b>	<b>835,632.97</b>	<b>100.00</b>
 <b>EXPENSES</b>				
SALARIES & WAGES	3,480.00	8,351.33	22,560.00	2.70
PAYROLL TAXES	222.54	534.05	1,463.76	0.18
HEALTH INSURANCE	1,060.16	2,544.18	6,360.96	0.76
PROFESSIONAL FEES	485.00	1,163.91	4,247.00	0.51
COURT COSTS	0.00	0.00	517.67	0.06
ADVERTISING	0.00	0.00	936.39	0.11
POSTAGE & FREIGHT EXPENSE	0.00	0.00	62.78	0.01
TELECOMMUNICATIONS	118.32	283.95	628.04	0.08
OFFICE SUPPLIES	0.00	0.00	510.63	0.06
OFFICE RENTAL	0.00	0.00	1,500.00	0.18
TRAVEL EXPENSES	0.00	0.00	220.83	0.03
MILEAGE & FUEL EXPENSE	0.00	0.00	471.42	0.06
TRAINING/DEVELOPMENT TRAINI	0.00	0.00	37.79	0.00
REPAIRS & MAINT	500.00	1,199.90	5,050.00	0.60
SPECIAL EVENTS	0.00	0.00	153.00	0.02
INTEREST EXPENSE	14,193.35	14,061.32	86,964.72	10.41
MARKETING - WILDWOOD	0.00	0.00	25.00	0.00
DEPRECIATION EXPENSE	236.71	568.06	1,420.26	0.17
CARROLL COUNTY WATER PROJE	0.00	0.00	463,983.33	55.52
	<hr/>		<hr/>	
<b>TOTAL EXPENSES</b>	<b>20,296.08</b>	<b>18,706.70</b>	<b>597,113.58</b>	<b>71.46</b>
	<hr/>		<hr/>	
<b>NET INCOME</b>	<b>\$ (20,254.41)</b>	<b>(48,606.7</b>	<b>\$ 238,519.39</b>	<b>28.54</b>
	<hr/>		<hr/>	

FOR MANAGEMENT PURPOSES ONLY

**BLUE RIDGE CROSSROADS EDA**  
**General Ledger Trial Balance**  
**As of Dec 31, 2018**

Filter Criteria includes: Report order is by ID. Report is printed in Detail Format.

Account ID	Account Description	Debit Amt	Credit Amt
1010	REGULAR CHECKING AC	334,747.83	
1020	MONEY MARKET - GNB	327,165.40	
1025	DESIGNATED FUNDS-MA	42,166.55	
1200	LAND INVENTORY	13,290,000.0	
1500	EQUIPMENT	33,178.75	
1530	OFFICE EQUIPMENT	1,553.15	
1700	ACCUMULATED DEPRECI		15,422.19
1801	DEFERRED OUTFLOWS	9,256.00	
2000	ACCOUNTS PAYABLE		5,747.70
2110	NOTES PAYABLE - MRPD		164,793.18
2650	NOTES PAYABLE - GNB		4,686,534.09
2655	ST PORTION OF LT DEBT		102,812.74
2750	GRANT FUNDS ADVANCE		313,453.11
2801	DEFERRED INFLOWS PE		6,740.00
2802	ACCRUED LEAVE		2,470.00
2810	NET PENSION LIABILITY		39,716.00
3900	FUND BALANCE		8,461,859.32
4011	Grant Revenue VA Tob #30		390,783.10
4019	GRANT REVENUE VA TO		241,801.25
4050	CITY OF GALAX		67,600.00
4055	COUNTY OF GRAYSON		67,600.00
4060	COUNTY OF CARROLL		67,600.00
4800	INTEREST INCOME		248.62
6000	SALARIES & WAGES	22,560.00	
6001	PAYROLL TAXES	1,463.76	
6003	HEALTH INSURANCE	6,360.96	
6031	PROFESSIONAL FEES	4,247.00	
6032	COURT COSTS	517.67	
6040	ADVERTISING	936.39	
6070	POSTAGE & FREIGHT EX	62.78	
6071	TELECOMMUNICATIONS	628.04	
6072	OFFICE SUPPLIES	510.63	
6073	OFFICE RENTAL	1,500.00	
6100	TRAVEL EXPENSES	220.83	
6101	MILEAGE & FUEL EXPEN	471.42	
6102	TRAINING/DEVELOPMEN	37.79	
6120	REPAIRS & MAINT	5,050.00	
6160	SPECIAL EVENTS	153.00	
6600	INTEREST EXPENSE	86,964.72	
6750	MARKETING - WILDWOO	25.00	
6800	DEPRECIATION EXPENS	1,420.26	
7200	CARROLL COUNTY WAT	463,983.33	
	<b>Total:</b>	<b>14,635,181.3</b>	<b>14,636,181.3</b>

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Dec 31, 2018**  
**1010 - REGULAR CHECKING ACCOUNT**  
**Bank Statement Date: December 31, 2018**

Filter Criteria Includes: Report is printed in Detail Format.

Beginning GL Balance			362,380.73
Add: Cash Receipts			7,028.84
Less: Cash Disbursements			(34,661.74)
Add (Less) Other			<u>                    </u>
Ending GL Balance			<u>334,747.83</u>
Ending Bank Balance			399,512.08
Add back deposits in transit			<u>                    </u>
Total deposits in transit			
(Less) outstanding checks	Dec 18, 2018	2163	<u>(22,597.70)</u>
Total outstanding checks			(22,597.70)
Add (Less) Other	Dec 31, 2018	12-4	<u>(42,166.55)</u>
Total other			(42,166.55)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>334,747.83</u></u>

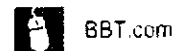


399-03-01-00 93801 0 C 001 30 50 004  
BLUE RIDGE CROSSROADS ECONOMIC DEV AGCY  
1117 E STUART DR STE 178  
GALAX VA 24333-2656

## Your consolidated statement

For 12/31/2018

## Contact us



(800) BANK-BBT or  
(800) 226-5228

### Three Great Business Credit Cards The Choice is Yours

No matter your preference, there's a BB&T business credit card to meet your needs! Save on interest with the low annual percentage rate on our BB&T Bright<sup>®</sup> for Business credit card. Earn cash back on the things you buy for your business every day with the BB&T Spectrum Cash Rewards for Business credit card or make travel purchases more rewarding with the BB&T Spectrum Travel Rewards for Business credit card. Visit [BBT.com/SmallBusinessCards](http://BBT.com/SmallBusinessCards) or your local BB&T financial center to learn more.

BB&T, Member FDIC. Credit cards are issued by Branch Banking and Trust and are subject to credit approval.

## Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(S)	DETAILS ON
BASIC PUBLIC FUND CHECKING	0000153659575	399,512.08	page 1
BASIC PUBLIC FUND CHECKING	0000253649259	19,274.70	page 2
BASIC PUBLIC FUND CHECKING	0000253649267	10,399.53	page 2
Total checking and money market savings accounts		\$429,185.31	

## Checking and money market savings accounts

### ■ BASIC PUBLIC FUND CHECKING 0000153659575

#### Account summary

Your previous balance as of 11/30/2018	\$430,558.41
Checks	- 38,075.17
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 7,028.84
Your new balance as of 12/31/2018	= \$399,512.08

#### Checks

DATE	CHECK #	AMOUNT(S)	DATE	CHECK #	AMOUNT(S)	DATE	CHECK #	AMOUNT(S)
12/27	2152	153.00	12/07	2156	1,870.00	12/28	2160	44.77
<del>12/04</del>	2153	49.15	12/11	2157	74.78	12/27	2161	73.55
	2154	400.00	12/05	2158	22,597.70	12/27	2162	4,891.88
12/06	2155	866.50	12/28	2159	25.00	12/21	*2164	7,028.84

\* indicates a skip in sequential check numbers above this item

Total checks = \$38,075.17

■ BASIC PUBLIC FUND CHECKING 0000163659575 (continued)

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
12/06	VENDORPAYM COVA Blue Ridge Crossroads CUSTOMER ID 80981628	7,028.84
deposits, credits and interest		= \$7,028.84

■ BASIC PUBLIC FUND CHECKING 0000253649259

Account summary

Your previous balance as of 11/30/2018	\$32,465.49
Checks	- 20,219.63
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 7,028.84
Your new balance as of 12/31/2018	= \$19,274.70

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
12/07	1373	9,231.46	12/07	1377	76.00	12/26	1381	135.00
12/11	1374	71.79	12/04	1378	286.33	12/27	1382	73.55
12/06	1375	9,000.00	12/27	1379	375.00	12/28	1383	42.64
12/06	1376	560.00	12/27	1380	360.00	12/24	1384	28.86
Total checks								= \$20,219.83

Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
12/21	DEPOSIT	7,028.84
Total deposits, credits and interest		= \$7,028.84

■ BASIC PUBLIC FUND CHECKING 0000253649267

Account summary

Your previous balance as of 11/30/2018	\$10,463.53
Checks	- 65.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 12/31/2018	= \$10,398.53

Checks

DATE	CHECK #	AMOUNT(\$)
12/04	1054	65.00
Total checks		= \$ 65.00

**AMENDMENT TO THE BUSINESS SERVICES PRODUCT AND PRICING GUIDE**

Effective February 10, 2019, the Overdraft Protection Transfer fee from a linked BB&T Business Visa® Credit Card will be 4% of each overdraft transfer (\$10.00 minimum, \$75.00 maximum). The fee will be charged to the BB&T Business Visa Credit Card. Limit one fee per linked account, per day. Please refer to your BB&T Commercial Card Plan Agreement for applicable rates and fees when using a linked BB&T Business Visa Credit Card.

Impacted products: all commercial checking accounts, except Business Value 500 Checking. The fee does not apply to Business Value 500 Checking.

Overdraft Transfer Fee thru other, non- BB&T Business Visa® Credit Card sources remains unchanged @ \$12.50. The fee is limited to one per linked account per day and does not apply to Business Value 500 Checking clients.

Continued use of your account after February 10, 2019 constitutes your acceptance of these changes. If you do not have a copy of the Business Services Pricing Guide, contact your local BB&T financial center, your relationship manager, or call 1-800-BANK BBT (1-800-226-5228) to request a current copy.

**BLUE RIDGE CROSSROADS EDA**  
**Account Reconciliation**  
**As of Dec 31, 2018**  
**1020 - MONEY MARKET - GNB**  
**Bank Statement Date: December 31, 2018**

Filter Criteria Includes: Report is printed in Detail Format.

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Beginning GL Balance	327,123.73
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>41.67</u>
Ending GL Balance	<u>327,165.40</u>
Ending Bank Balance	327,165.40
Add back deposits in transit	_____
Total deposits in transit	
(Less) outstanding checks	_____
Total outstanding checks	
Add (Less) Other	_____
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u>327,165.40</u>

Skyline

Account Number XXXXXXXXXXXX1161  
Statement Date 12/10/2018  
Enclosures 0  
Page 1

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CARROLL GRAYSON GALAX REGIONAL  
DBA BLUE RIDGE CROSSROADS EDA  
1117 E STUART DR  
GALAX VA 24333-2656



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Great State Bank is joining with Skyline National Bank to bring you a great banking experience and values like integrity, strength and hard work. We're local, can-do bankers and want to be this community's biggest fan and best financial partner. Together, the sky's the limit.

MMDA BUSINESS ACCOUNT XXXXXXXXXXXX1161

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			11/09/18	327,123.73
INTEREST		41.67	12/10/18	327,165.40
BALANCE THIS STATEMENT			12/10/18	327,165.40
TOTAL CREDITS - (1)		41.67		
TOTAL DEBITS (0)		.00		

INTEREST

AVERAGE LEDGER BALANCE:	327,123.73	INTEREST EARNED:	41.67
INTEREST PAID THIS PERIOD:	41.67	DAYS IN PERIOD:	31
INTEREST PAID 2018:	493.04	ANNUAL PERCENTAGE YIELD EARNED:	.15%

ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES:	\$ .00	\$ .00
TOTAL RETURNED ITEM FEES:	\$ .00	\$ .00

*It's more than just a name...*

C O N F I D E N T I A L

# BLUE RIDGE CROSSROADS

economic development authority

Carroll – Galax – Grayson VIRGINIA

December 6, 2018

Mr. Jonathan M. Chapman  
Stormwater Compliance Specialist  
Department of Environmental Quality  
Southwest Regional Office  
355-A Deadmore Street  
Abingdon, Virginia 24210

RE: Wildwood Commerce Park

Dear Mr. Chapman:

Please accept this transmittal as a follow-up to your correspondence to S & S Transporters and to our meeting held at the Wildwood Commerce Park on November 6, 2018. During the meeting you requested that Blue Ridge Crossroads Economic Development Authority (BRCEDA) provide a letter verifying that we plan to address the outstanding maintenance items associated with the stormwater infrastructure at Wildwood. For the most part these maintenance items are noted in Items 12 – 14 in your letter dated 10/22/2018.

On November 26, 2018 the BRCEDA Board of Directors reviewed the maintenance items listed and agreed to make all repairs and, further, committed to establishing a long-term maintenance plan for the stormwater facilities. The Board also reviewed and approved the “Stormwater Management Facility Maintenance Agreement” that you provided.

BRCEDA has authorized a local landscaping company to cut and dispose of on-site the woody vegetation becoming established on the earthen embankments (both North and South Retention Ponds). Weed-eating and bush-hogging will also be undertaken on the embankments. This work is scheduled for the week of December 10, 2018.

The northernmost outfall into the stormwater basin does not have proper outlet protection, which has created an erosion problem at this location. While on-site we noted that a section of HDPE pipe may need to be reconnected, material will need to be pulled back to the base of the outfall, and a proper quantity and size of rip-rap will need to be installed in order to stabilize the area and prevent future damage. In order to complete this work an excavator with extension arm may be required and access to the repair location will need to be addressed. BRCEDA plans to complete this work in Spring 2019.

***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

1117 East Stuart Drive . Galax, Virginia 24333



Jonathan Chapman

Page 2

One or more of the drop inlets connected to permanent CMP in the vicinity of the S & S Transporters site will need to be repaired due to erosion. Also, at one of the drop-inlet and pipe locations significant channeling beside the pipe has occurred. This damage will need to be assessed further and appropriate repairs will be made.

In the future BRCEDA will remove the temporary HDPE slope drains that were intended to be temporary in nature. There are several of these pipes laying on the cut slopes of the retention pond and they do not seem to be creating any notable problems or satisfying any purpose.

Attached please find for your review a copy of the "Inspection and Maintenance of Stormwater Management Facilities" program that the BRCEDA Board of Directors has reviewed and agreed to implement. Of course, it is understood that this document will become attendant to DEQ's Stormwater Management Facility Maintenance Agreement.

As authorized by the BRCEDA Board a signed copy of the proposed maintenance agreement to be entered with DEQ is also attached.

Thank you for the cooperation and valuable assistance provided during our review of Wildwood Commerce Park's stormwater facilities. Additionally, we appreciate your continued review of S & S Transporters' Stormwater Management Plan.

Following your review of this documentation please do not hesitate to contact me with questions or if I need to provide additional information.

Sincerely,

  
Dan Campbell  
Regional Director  
Blue Ridge Crossroads Economic Development Authority

Enclosures



Draper Aden Associates

Engineering • Surveying • Environmental Services

Tim Mays  
Extended Basin  
for

## Memorandum

**To:** Ken McFadyen  
**From:** Carolyn Howard  
**Date:** March 31, 2015 - *Fact 16 came out board*  
**Project Name:** Wildwood Commerce Park  
**Project Number:** B11144B-07  
**Subject:** Inspections and Maintenance of Stormwater Management Facilities  
**cc:** Gary Larrowe; file

The following is a recommended inspection and maintenance plan for the Wildwood Commerce Park stormwater facilities, which follows the Virginia Department of Environmental Quality Stormwater Design Specification No. 15 for Extended Detention Ponds.

### Semi-Annual Inspections

1. Inspect the outlet structure for blockage.

### Annual Inspections

1. Measure sediment accumulation levels in forebay.
2. Monitor the growth of wetlands, trees and shrubs planted. Record the species and their approximate coverage, and note the presence of any invasive plant species.
3. Inspect the condition of stormwater inlets to the pond for material damage, erosion or undercutting.
4. Inspect the banks of upstream and downstream channels for evidence of sloughing, animal burrows, boggy areas, woody growth, or gully erosion that may undermine embankment integrity.
5. Inspect pond outfall channel for erosion, undercutting, rip-rap displacement, woody growth, etc.
6. Inspect condition of principal spillway and riser for evidence of spalling, joint failure, leakage, corrosion, etc.
7. Inspect condition of all trash racks, reverse sloped pipes or flashboard risers for evidence of clogging, leakage, debris accumulation, etc.
8. Inspect maintenance access to ensure it is free of woody vegetation, and check to see whether valves, manholes and locks can be opened and operated.

Mr. Ken McFadyen  
March 31, 2015  
Page 2 of 2

9. Inspect internal and external side slopes of the pond for evidence of sparse vegetative cover, erosion, or slumping, and make needed repairs immediately.

#### Maintenance Tasks

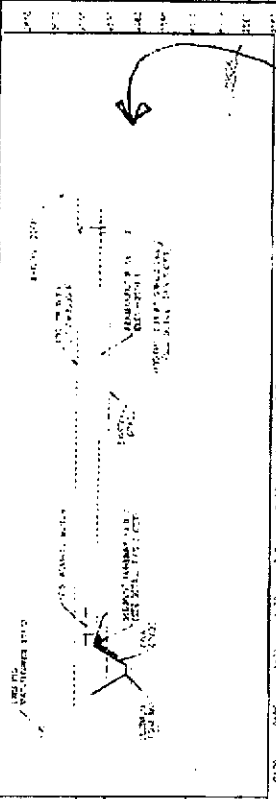
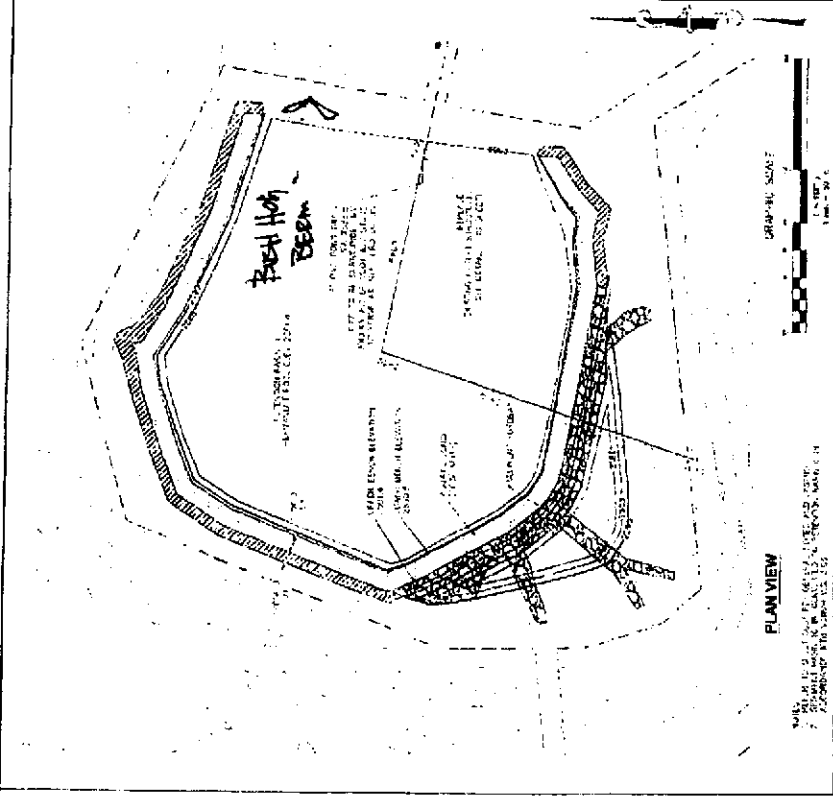
1. Mow periodically the stormwater buffer along maintenance rights-of-way and the embankment. The remaining buffer can be managed as a meadow (mowing only periodically to sustain healthy growth) or forest.
2. Cleanup the shoreline at least once a year to remove trash and floatables that tend to accumulate in the forebay and on the bottom of the ponds.
3. Remove sediment from the forebay is essential to maintain the function and performance of the pond. For planning purposes maintenance plans should anticipate cleanouts every 5 to 7 years, or when inspections indicate that 50% of the forebay capacity has been filled. (Absent an upstream eroding channel or other source of sediment, the frequency of sediment removal should decrease as the drainage area stabilizes.) Sediments excavated from ED ponds are typically not considered toxic or hazardous, and can be safely disposed by either land application or land filling.



**Draper Aden Associates**  
 Registered Professional Engineer  
 License No. 1000000000  
 Virginia  
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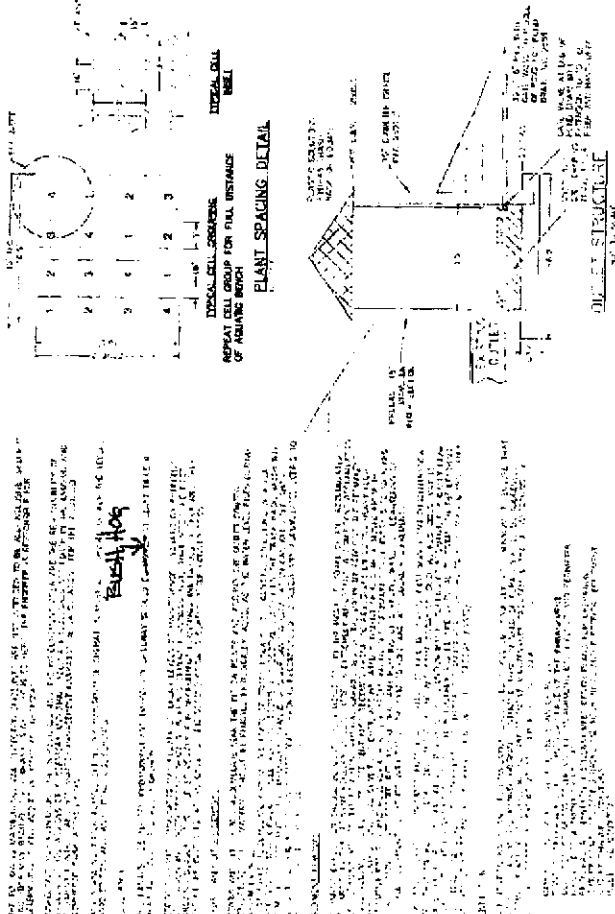
**STORMWATER MANAGEMENT FACILITY DETAILS**  
**WILDWOOD COMMERCE PARK ROAD & INFRASTRUCTURE**  
 CARROLL COUNTY, VIRGINIA

PROJECT NO.	1000000000
DATE	10/01/2010
SCALE	AS SHOWN
BY	DAVID A. DRAPER
CHECKED BY	DAVID A. DRAPER
DATE	10/01/2010
PROJECT	STORMWATER MANAGEMENT FACILITY DETAILS
LOCATION	WILDWOOD COMMERCE PARK ROAD & INFRASTRUCTURE
SCALE	AS SHOWN
BY	DAVID A. DRAPER
CHECKED BY	DAVID A. DRAPER
DATE	10/01/2010



**BUSH HOP BEEM**

**Page 4**



**ENTRANCE DETENTION BASIN**

1. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

2. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

3. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

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7. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

8. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

9. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

10. THE BASIN SHALL BE CONSTRUCTED TO PROVIDE A MINIMUM OF 10 MINUTES OF DETENTION TIME FOR THE DESIGN FLOW RATE.

**SHORT-BASIN PROFILE - SCOPE: 1" = 50', V: 5.00:1**

NO.	DESCRIPTION	DATE	BY	CHECKED
1	ISSUED FOR PERMIT	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
2	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
3	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
4	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
5	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
6	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
7	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
8	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
9	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER
10	ISSUED FOR CONSTRUCTION	10/01/2010	DAVID A. DRAPER	DAVID A. DRAPER

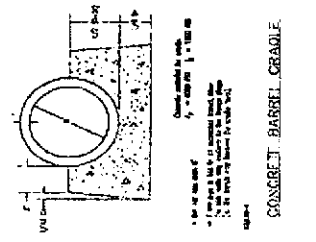
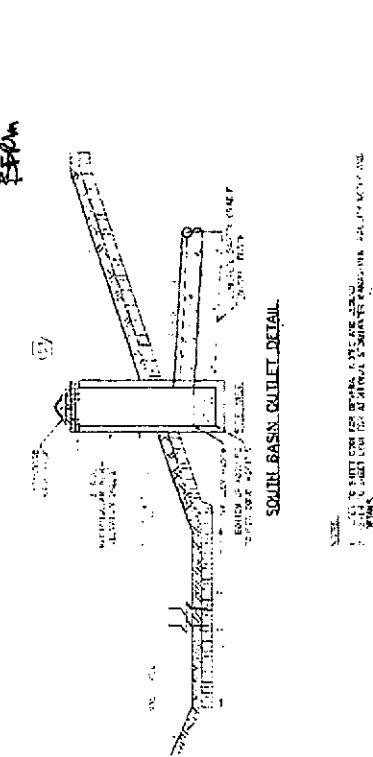
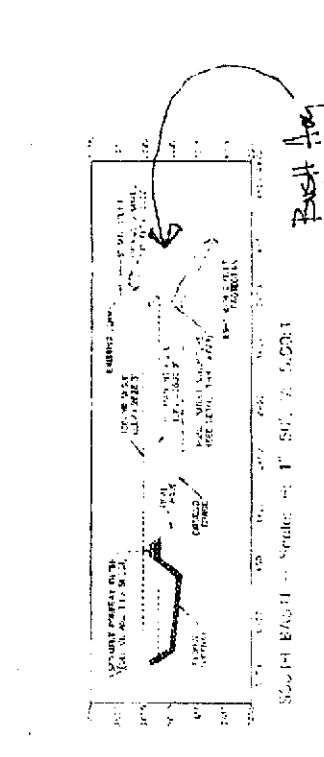
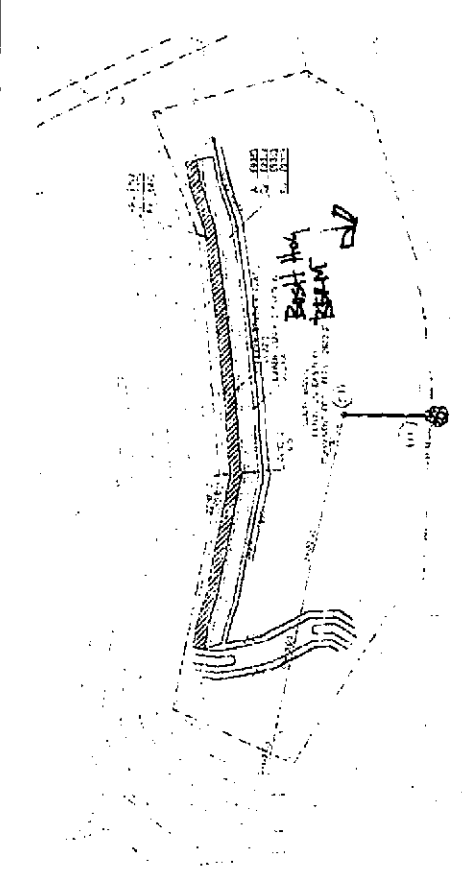


**Draper Aden Associates**  
 Engineering - Survey - Environmental Services  
 10016  
 State of North Carolina  
 License No. 10016

**STORMWATER MANAGEMENT FACILITY DETAILS**  
**WILDWOOD COMMERCE PARK ROAD &**  
**INFRASTRUCTURE**  
 CARROLL COUNTY, VIRGINIA

DATE:	
BY:	
SCALE:	
PROJECT NO.:	B111448-07
DRAWING NO.:	

8-8018



**Prepared by:** Virginia Department of Environmental Quality  
629 E. Main Street  
Richmond, Virginia 23219  
(804) 698-4000

**STORMWATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT**

THIS AGREEMENT is made this 6<sup>th</sup> day of December 2018, by and between Blue Ridge Crossroads Economic Development Authority (the Owner), and the Virginia Department of Environmental Quality (the Department).

WITNESSETH:

WHEREAS, the Owner is the owner of certain real property in Carroll County, Virginia, Tax Map Parcel Number(s) 50-A-31A and 49-A-142, as recorded by deed in the land records of Carroll County, Virginia at Deed Book 961, Pages 772 and 773, and Deed Book 973, Page 205 (the Property);

WHEREAS, the Department currently is the Virginia Stormwater Management Program (VSMP) Authority for Carroll County;

WHEREAS, the Property is being developed into a project known and designated as Wildwood Commerce Park , as shown and described on the stormwater management plan for the Property dated May 10, 2012, and revised through \_\_\_\_\_, 20\_\_\_\_ (the Plan), a copy of which is retained by the Department and incorporated herein by reference;

WHEREAS, the Plan includes one or more permanent stormwater management facilities (the Facility) to control postdevelopment stormwater runoff from the Property; and

WHEREAS, to comply with § 62.1-44.15:28 of the Code of Virginia and the attendant regulations pertaining to this project, the Owner agrees to maintain the Facility in accordance with the Maintenance Plan dated March 31, 2015, and revised through \_\_\_\_\_, 20\_\_\_\_ (the Maintenance Plan), a copy of which is attached hereto as Exhibit A.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants contained herein, the receipt and sufficiency of which are acknowledged hereby, and in accordance with the following terms and conditions, the parties agree as follows:

1. The Department and its agents may enter the Property to perform periodic inspections to ensure the proper maintenance and functioning of the Facility. These inspections will be conducted at reasonable times. Whenever possible, the Department will notify the Owner prior to entering the Property. If the Department finds that repairs must be undertaken to return the Facility to the original design, as shown and described in the Plan, the Owner shall complete any such repairs within thirty (30) calendar days of the inspection or a longer period as approved by the Department.
2. The Owner, at the Owner's sole expense, shall construct the Facility in accordance with the Plan, and shall provide to the Department a construction record drawing for the Facility prior to termination of coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities, also known as the "Construction General Permit".
3. The Owner, at the Owner's sole expense, shall maintain and repair the Facility in perpetuity and in a manner which will enable the Facility to remain in compliance with the Virginia Stormwater Management Program Regulations and the Facility's original standards, as shown and described in the Plan and Maintenance Plan. The Owner shall keep written maintenance and repair records and provide copies to the Department upon request.
4. The Owner, at the Owner's sole expense, shall inspect the Facility according to the schedule set forth in the Maintenance Plan. These inspections shall be conducted by a person who is licensed as a professional engineer, architect, landscape architect, or land surveyor pursuant to Article 1 (§ 54.1-400 *et seq.*) of Chapter 4 of Title 54.1 of the Code of Virginia; a person who works under the direction and oversight of a licensed professional engineer, architect, landscape architect, or land surveyor; or a person who holds an appropriate certificate of competence from the State Water Control Board. If the inspector finds during an inspection that repairs must be undertaken to return the Facility to the original design as shown and described on the Plan, the Owner shall complete any such repairs within thirty (30) calendar days of the inspection or a longer period as approved by the

Department. The Owner shall keep written inspection records and provide copies to the Department upon request.

5. The Owner shall provide a right of ingress and egress for the Department and its agents to perform the periodic inspections referenced above and to undertake or have undertaken maintenance and repair of the Facility, if such maintenance is deemed necessary by the Department and not adequately completed by the Owner. It is expressly understood and agreed that the Department is under no obligation to maintain or repair the Facility. The Owner shall reimburse the Department for all maintenance and repair costs within thirty (30) calendar days after receiving a demand for reimbursement. The Owner acknowledges that the Department may take any other enforcement actions as may be available at law.

6. The Owner shall save, hold harmless, and indemnify the Department and its agents against all liability, claims, demands, costs and expenses arising from, or out of, the Owner's failure to comply with the terms and conditions set forth herein, or arising from acts of the Owner related to the construction, operation, maintenance or repair of the Facility.

7. This Agreement shall constitute a covenant running with the land and shall inure to the benefit of and shall be binding upon the parties hereto, their respective heirs, successors and assigns, including, without limitation, any subsequent VSMP Authority for Carroll County and all subsequent owners of the Property, as well as any property owner's association or similar organization responsible for maintenance of the Facility. This Agreement shall be described in full or incorporated by reference into each deed of conveyance out of the Property. The Owner shall notify the Department in writing within 30 days of conveying any interest in the Property affecting the ownership or responsibility for maintenance of the Facility.

8. Upon execution of this Agreement, it shall be recorded promptly in the Clerk's Office of the Circuit Court of Carroll County, Virginia, at the Owner's sole expense. A copy of the recorded



agreement shall be provided to the Department within 30 days of recordation. The Owner also stipulates, by this Agreement, that final plats for any land on which the Facility and/or a portion of the Facility is situated will include a reference to this Agreement and to its location in the land records of Carroll County, Virginia.

IN WITNESS WHEREOF, the Owner and the Department have caused this Agreement to be signed in their names by their duly authorized representatives as of the date first set forth above.

BRCEBA, Owner  
By: C.M. Mitchell, Chairman  
Name/Title

Virginia Department of Environmental Quality

By: \_\_\_\_\_  
Name/Title

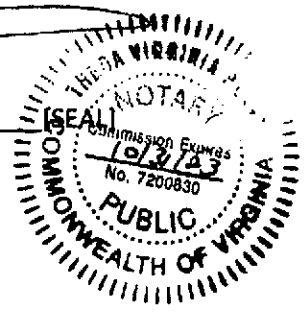
COMMONWEALTH OF VIRGINIA  
COUNTY OF Carroll, to-wit:

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ by C.M. Mitchell in [his/her] capacity as Chairman for BRCEBA the Owner.

[Signature]  
Notary Public

My Commission Expires: 10/31/23

Notary Registration Number: 7200830



The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_ in [his/her] capacity as \_\_\_\_\_ for the Virginia Department of Environmental Quality.

\_\_\_\_\_  
Notary Public [SEAL]

**My Commission Expires:** \_\_\_\_\_

**Notary Registration Number:** \_\_\_\_\_

## Dan Campbell

---

**From:** Jonathan Chapman <jonathan.chapman@deq.virginia.gov>  
**Sent:** Wednesday, January 23, 2019 4:31 PM  
**To:** Dan Campbell  
**Subject:** RE: Wildwood Commerce Park

Dan,

The documentation that you submitted to me dated 12/06/2018 looks to be adequate and addresses all of the maintenance concerns that were outlined in my S & S Transporters plan review comments letter dated 10/22/2018.

At present, long-term maintenance agreements are processed by DEQ Central Office in Richmond; with this being the case, I am not familiar with everything that may be required. It is my understanding that, once DEQ signs the agreement, it will be returned to BRCEDA for recordation with the local land records. BRCEDA will then be required to provide documentation to DEQ Central Office showing that the agreement has been recorded.

After we get the S & S Transporters plan approved, I will forward your maintenance agreement to Central Office for processing. We can work through the details at that point.

If you have questions or need any additional information, please feel free to contact me.

Sincerely,

---

Jonathan Chapman  
Stormwater Compliance Specialist  
Virginia Dept. of Environmental Quality  
Southwest Regional Office  
355-A Deadmore Street  
Abingdon, VA 24210  
Phone: (276) 525-2557  
Email: [jonathan.chapman@deq.virginia.gov](mailto:jonathan.chapman@deq.virginia.gov)

**From:** Dan Campbell <[dcampbell@brceda.org](mailto:dcampbell@brceda.org)>  
**Sent:** Wednesday, January 23, 2019 12:40 PM  
**To:** [Jonathan.Chapman@deq.virginia.gov](mailto:Jonathan.Chapman@deq.virginia.gov)  
**Subject:** FW: Wildwood Commerce Park

**From:** Dan Campbell <[dcampbell@brceda.org](mailto:dcampbell@brceda.org)>  
**Sent:** Wednesday, January 23, 2019 11:57 AM  
**To:** 'Jonathan.Chapman@deq.virginia.gov' <[Jonathan.Chapman@deq.virginia.gov](mailto:Jonathan.Chapman@deq.virginia.gov)>  
**Subject:** Wildwood Commerce Park  
S & S Transporters, Inc. Site Plan

**SBDC Director Report: 1/24/19**

**VA State Office SBDC Updates (Funding)**

Due to the government shutdown the Virginia SBDC and all 27 offices are continuing to provide services without a contract or continuing resolution with SBA. Below is an email that Jody Keenan, VA SBDC Director, emailed to all hosts on 1/22/19. To summarize the email and how it affects our operations.

- a) We can continue to invoice GMU for any remaining funds from the 2018 budget. Based on current payables we have approximately \$200 remaining from our 2018 funds. We will spend this down on essential functions.
- b) We cannot invoice GMU for any SBA/federal expenses from a 2019 budget. This means after expending the remaining 2018 funds we will be using local funds ONLY for all expenses.
- c) SBA anticipates we will be able to use the local funds as cash match when the contracts are issued for 2019.
- d) We can use other accounts, such as our program income account, for expenses.
- e) Based on a cash flow analysis of current cash, receivables, anticipated receivables, and expenses **I estimate that this office can operate until March 30<sup>th</sup>, 2019.** We will be unable to meet expenses incurred in April if we continue to operate without a contract.
- f) We are monitoring travel and other expenses to save funds.
- g) We pre-paid rent and some accounting in 2018 so that will help with our 2019 expenditures.

<b>1/24/2019</b>	
Operating Balance	\$ 32,999.48
Program Income Balance	\$ 10,214.78
Total	\$ 43,214.26

	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>
Beginning Balance	\$ 43,214.26	\$ 30,203.26	\$ 25,168.26	\$ 21,378.26	\$ 8,099.26
SBA Reimbursements	\$ -	\$ 4,182.00	\$ 6,825.00	\$ 205.00	
Other Reimbursements		\$ 248.00			
Total Cash Available	\$ 43,214.26	\$ 34,633.26	\$ 31,993.26	\$ 21,583.26	\$ 8,099.26
	<i>Dec Payroll</i>	<i>Jan Payroll</i>	<i>Feb Payroll</i>	<i>Mar Payroll</i>	<i>April Payroll</i>
Payroll (Prev. Month Work)	\$ 9,014.00	\$ 9,000.00	\$ 9,000.00	\$ 12,500.00	\$ 9,000.00
Other Expenses	\$ 3,997.00	\$ 465.00	\$ 1,615.00	\$ 984.00	\$ 984.00
Total Expenses	\$ 13,011.00	\$ 9,465.00	\$ 10,615.00	\$ 13,484.00	\$ 9,984.00
Remaining Balance	\$ 30,203.26	\$ 25,168.26	\$ 21,378.26	\$ 8,099.26	\$ (1,884.74)

Dear Virginia SBDC Network Hosts:

Happy New Year! The Virginia SBDC Network had a successful 2018---the network of 27 SBDCs advised nearly 4000 businesses and delivered training to more than 4800 individuals. We are gathering the final economic impact data now, and we are encouraged by the early client reports describing how important SBDC services have been to their businesses. Your SBDC team is dedicated to small business success, and I'm so proud of the work they do to represent your organization and the Virginia SBDC Network!

In light of the federal government shutdown, I wanted to share an update on SBDC funding. SBA did not issue a 2019 funding agreement to George Mason before the government shutdown started on December 22. We are not alone in this unprecedented situation---40 of 62 SBDC networks across the country do not have a 2019 funding agreement. Without an agreement in place, we are not authorized to spend federal dollars; however, SBA has provided guidance that we can spend 2019 cash match, and those matching dollars will be eligible to match federal funds once the government opens and a 2019 agreement is executed.

In addition to 2019 cash match, your SBDC can also use any remaining 2018 SBA funds (with prior authorization from GMU), cash reserves, and program income to pay expenses that would typically be covered by SBA funds. SBDCs have been advised to reduce expenses and delay new expenditures, if possible, and seek sponsorships or attendance fees to offset costs for training events or programs. (Counseling services must still be provided at no charge.)

As an active member of the Association of SBDCs, I receive regular updates from ASBDC leadership on this situation. I've also provided input about the impact of the shutdown on our SBDC network and Virginia small businesses which has been shared with members of Congress. Based on the funding sources described above, I conservatively estimated that SBDC offices can operate through March 30. We will be monitoring this closely and expect that many centers could carry on beyond March 30. During the week of February 11, I will be meeting with staff of the Virginia congressional delegation to brief them on the Virginia SBDC and update them on the impact of the shutdown.

I greatly appreciate your continued support of the Virginia SBDC Network and I understand the challenges you may have in maintaining operations during this period of uncertainty. Please do not hesitate to contact me directly with any questions or concerns. I will keep you apprised of what is happening on my end.

Sincerely,

Jody Keenan

**Blue Ridge Crossroads SBDC Updates**

**SBDC Projects**

**Website:** Website design needs outline pushed to 2019. Carroll County procurement guidelines will be followed. The project has been delayed due to lack of time for the redesign. *This is an expense we are postponing until a contract is issued.*

**Client Update & Economic Impact: *Information still being entered* ➤**

Economic Impact: Estimates for January 1, 2018 – November 21, 2018

Business Plans Completed: 19  
Businesses Funded: 6  
Business Starts: 12  
Capital Formation: \$1,207,950  
Jobs Created: 20  
Jobs Retained: 3  
Ribbon Cutting Events: 3

Client Interaction: January 1, 2018 – December 31, 2018

Total Clients: 128  
Long Term Clients: 34  
Total Counseling Hours: 691.82  
Average Hours per Client: 5.4

**Professional Development, Trainings, and Meetings**

- Director Meeting: Richmond February 7-8, 2019
  - Full Day Meeting on February 7<sup>th</sup>
  - General Assembly meetings on February 8<sup>th</sup>
  - This meeting may be postponed if the government does not reopen by 1/25/19

*cancelled*

## **Client Training / Events / Seminars**

- Concluded the Community Business Launch training with Galax. Thirty-five entrepreneurs representing 21 businesses attended the classes. 15 businesses completed the course. The entrepreneurs learned about market analysis, operations plan, financials and cash flow and future plans for growth. To be a part of the competition for cash prizes, the businesses have to locate in Downtown Galax. The entrepreneurs had to prepare business plans, answer questionnaires, and pitch their ideas. Twelve judges separately rated and scored the businesses from either their business plans, pitches or questionnaires.

## **Community Involvement**

Presentations given since January 1, 2018 to 158 people

- Twin County Chamber of Commerce
- River North/Bland Correctional Continuing Education Teachers
- Carroll County High School Students (two days)
- Galax Middle School – 7<sup>th</sup> graders

## **Partner Updates**

- None

## **BRCEDA**

- Virginia Enterprise Zone Update
  - Grant applications are due April 1<sup>st</sup>, 2019
  - Reports are due July 15<sup>th</sup>, 2019
  - I will send an email for Bill, Keith and Steve to disseminate to their staff in order to collect reporting information. This will also help us determine if anyone needs to be contacted about a grant application.

## **Boards & Committees**

Galax City Career and Technical Education Advisory Board – No update

New River/Mount Rogers Workforce Investment Board / Business Solutions Unit – No update

Financial Stability Coalition – No update

MySWVA Opportunity – No update

**2019 SESSION****HB 1840 Electric utilities; pilot programs for transmission facilities serving megasites.**

Introduced by: **Daniel W. Marshall, III** | [all patrons](#) ... [notes](#) | [add to my profiles](#)

**SUMMARY AS INTRODUCED:**

**Electric utilities; pilot programs for transmission facilities serving megasites.** Directs the State Corporation Commission to establish pilot programs by Dominion Energy Virginia and Appalachian Power. The pilot programs will have the purpose of promoting economic development in the rural areas of the Commonwealth by allowing the utility to complete the construction phase of electric transmission infrastructure for a megasite prior to the public announcement of a prospective occupant of the megasite. The measure authorizes a utility to recover the costs of the transmission facility through a rate adjustment clause.

**FULL TEXT**

**01/02/19 House: Prefiled and ordered printed; offered 01/09/19 19102780D** [pdf](#) | [impact statement](#)

**HISTORY**

01/02/19 House: Prefiled and ordered printed; offered 01/09/19 19102780D

01/02/19 House: Referred to Committee on Commerce and Labor

01/10/19 House: Assigned C & L sub: Subcommittee #3



**Department of Planning and Budget  
2019 Fiscal Impact Statement**

1. **Bill Number:** HB1840

**House of Origin**     Introduced     Substitute     Engrossed

**Second House**     In Committee     Substitute     Enrolled

2. **Patron:** Marshall

3. **Committee:** Commerce and Labor

4. **Title:** Electric utilities; pilot programs for transmission facilities serving megasites.

5. **Summary:** Directs the State Corporation Commission to establish pilot programs by Dominion Energy Virginia and Appalachian Power. The pilot programs will have the purpose of promoting economic development in the rural areas of the Commonwealth by allowing the utility to complete the construction phase of electric transmission infrastructure for a megasite prior to the public announcement of a prospective occupant of the megasite. The measure authorizes a utility to recover the costs of the transmission facility through a rate adjustment clause.

6. **Budget Amendment Necessary:** No

7. **Fiscal Impact Estimates:** None on the State Corporation Commission

8. **Fiscal Implications:** None on the State Corporation Commission

9. **Specific Agency or Political Subdivisions Affected:** State Corporation Commission

10. **Technical Amendment Necessary:** No

11. **Other Comments:** No

DE 01/08/2019

FO 01/08/2019

# **BLUERIDGECROSSROADS**

economic development authority

Carroll – Galax – Grayson VIRGINIA

January 18, 2019

Honorable Members of the House Committee on Commerce and Labor  
Virginia House of Delegates

RE: HB 1840

Dear Honorable Members:

I am writing on behalf of Blue Ridge Crossroads Economic Development Authority (BRCEDA), a regional authority comprised of Carroll and Grayson Counties and the city of Galax. BRCEDA's primary purpose is economic development, quality jobs creation, and private investment in our region and the Commonwealth. Our signature project has been creation of the Wildwood Commerce Park.

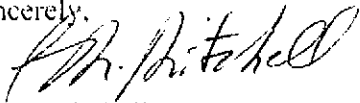
As you are aware HB 1840 directs the State Corporation Commission to establish pilot programs by Appalachian Power and Dominion Energy Virginia in order to promote economic development in rural Virginia by allowing the utility to complete construction of electric transmission infrastructure for a megasite prior to public announcement of an occupant. The programs will authorize the utility company to recover their costs through a rate adjustment clause.

Wildwood Commerce Park represents a megasite that greatly needs expanded electric capacity in order to compete effectively for new jobs and investment. Wildwood is currently a VEDP Tier 4 park located in an Opportunity Zone where economic development is most needed. To date, Carroll and Grayson Counties, Galax, the TIC, ARC and VDoT have made significant investments in Wildwood prior to announcement of any occupant.

Please note that BRCEDA fully supports approval of HB 1840, with amendments, and believes this legislation will greatly improve site readiness and business location opportunities for regional commerce parks such as Wildwood.

Thank you for considering this request and for your valuable and generous contributions on behalf of our region, as well as this great Commonwealth.

Sincerely,



C. M. Mitchell  
Chairman

***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

1117 East Stuart Drive . Galax, Virginia 24333

**2019 SESSION****SB 1509 Southwestern Virginia Training Center; disposition of property in Carroll County.**

Introduced by: Charles W. Carrico, Sr. (by request) | all patrons ... notes | add to my profiles

*14-0 to Finance***SUMMARY AS INTRODUCED:**

**Disposition of property in Carroll County; Southwestern Virginia Training Center.** Provides that the Department of Behavioral Health and Developmental Services (DBHDS) shall not convey, sell, or otherwise dispose of certain real property located in Carroll County on which the former Southwestern Virginia Training Center was situated. The bill directs DBHDS to work with representatives of Carroll and Grayson Counties and the City of Galax, as well as other stakeholders, to develop a plan for the conveyance, sale, or other disposition of the property for the purpose of housing children requiring foster care or as a juvenile residential treatment facility. The bill provides that the prohibition on such disposition expires on July 1, 2021; however, any subsequent disposition is subject to approval by the General Assembly.

**FULL TEXT****01/08/19 Senate: Prefiled and ordered printed; offered 01/09/19 19101911D** pdf**HISTORY**

01/08/19 Senate: Prefiled and ordered printed; offered 01/09/19 19101911D

**01/08/19 Senate: Referred to Committee for Courts of Justice**

**2019 SESSION**  
**19101911D**

**SENATE BILL NO. 1509**

Offered January 9, 2019

Prefiled January 8, 2019

*A BILL related to the disposition of property in Carroll County on which the former Southwestern Virginia Training Center was situated.*

-----  
 Patron-- Carrico (By Request)

-----  
 Referred to Committee for Courts of Justice  
 -----

Be it enacted by the General Assembly of Virginia:

*1. § 1. That the Department of Behavioral Health and Developmental Services shall not convey, sell, or otherwise dispose of certain real property in Carroll County outside the town of Hillsville on which the former Southwestern Virginia Training Center was situated. The Department of Behavioral Health and Developmental Services shall work with representatives of Carroll and Grayson Counties and the City of Galax and other stakeholders, including the Blue Ridge Crossroads Economic Development Authority, to develop a plan for the conveyance, sale, or other disposition of the property for the purpose of housing children requiring foster care or as a juvenile residential treatment facility.*

*§ 2. Any conveyance, sale, or other disposition of the property described in § 1 that is proposed as a result of the planning among the Commonwealth, local representatives, and other stakeholders shall be approved by the General Assembly prior to execution of such conveyance, sale, or other disposition.* Ⓢ

*§ 3. The prohibition on the conveyance, sale, or other disposition of the property described in § 1 shall expire on July 1, 2021; however, any conveyance, sale, or other disposition of the property shall be approved by the General Assembly.*

Henry Pitts  
 Franklin

19103265D

**HOUSE BILL NO. 1951**

Offered January 9, 2019

Prefiled January 6, 2019

*A BILL related to the disposition of property in Carroll County on which the former Southwestern Virginia Training Center was situated.*

Patrons—Campbell, J.L. and O'Quinn; Senator: Suetterlein

Referred to Committee on Appropriations

**Be it enacted by the General Assembly of Virginia:**

*1. § 1. That the Department of Behavioral Health and Developmental Services shall not convey, sell, or otherwise dispose of certain real property in Carroll County outside the town of Hillsville on which the former Southwestern Virginia Training Center was situated. The Department of Behavioral Health and Developmental Services shall work with representatives of Carroll and Grayson Counties and the City of Galax and other stakeholders, including the Blue Ridge Crossroads Economic Development Authority, to develop a plan for the conveyance, sale, or other disposition of the property for the purpose of housing children requiring foster care or as a juvenile residential treatment facility.*

*§ 2. Any conveyance, sale, or other disposition of the property described in § 1 that is proposed as a result of the planning among the Commonwealth, local representatives, and other stakeholders shall be approved by the General Assembly prior to execution of such conveyance, sale, or other disposition.*

*§ 3. The prohibition on the conveyance, sale, or other disposition of the property described in § 1 shall expire on July 1, 2021; however, any conveyance, sale, or other disposition of the property shall be approved by the General Assembly.*

**INTRODUCED**

HB1951

## **Southwest VA Training Center Follow-up**

Senator Bill Carrico came by on Thursday, December 20<sup>th</sup> to share, that while he was in Richmond he had the support to follow through with the legislation to grant the Southwest Virginia Training Center to the BRCEDA Board. The two legislative bills, will be written to grant the Board two years, to attempt, to sell the facility to a company that would benefit the Counties of Carroll, Grayson and the City of Galax, concerning the children needing alternative placement for a variety of needs.

Senator Carrico will draft the bill and carry it forth for the Virginia Senate and Delegates Israel O'Quinn and Jeff Campbell will do the same for the House of Representatives. They will keep us informed as to the progress of the bills.


The bill numbers are: **SB 1509**, has been sent to the Courts of Justice and **HB 1951**, has been sent to House Appropriations.

**MEMORANDUM OF AGREEMENT**  
**Regional 16-WW-TA-03**

This agreement, entered into this 1 day of Sept, 2015 by and between the Mount Rogers Planning District Commission, hereinafter referred to as the "PDC" and the Blue Ridge Crossroads EDA, hereinafter referred to as the "Grantee" be it therefore agreed:

1. That the PDC is providing \$20,000 to the Grantee for the purpose of funding the PER and Survey for the Blue Ridge Crossroads Commerce Park.
2. That the Grantee will be responsible for securing engineering services in accordance with the procurement laws of Virginia.
3. That the Grantee shall provide a copy of the final report, PER, or design work, invoices and comments from the permitting agencies if applicable.
4. That the Grantee will work with due diligence to insure that the project is completed in a timely manner and shall provide the PDC with regular status reports.

  
\_\_\_\_\_  
Aaron Sizemore Executive Director  
Mount Rogers Planning District Commission

  
\_\_\_\_\_  
Ken McFadyen, Executive Director  
BRCEDA

# **BLUERIDGECROSSROADS** economic development authority

Carroll – Grayson – Galax Regional Industrial Facilities Authority

July 15, 2015

Mr. Brian Reed, Deputy Director  
Mount Rogers Planning District Commission  
1021 Terrance Drive  
Marion, Virginia 24354

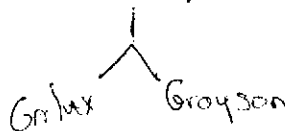
Re: Infrastructure Planning and Technical Assistance (WW-TA) Fund Request  
For Blue Ridge Crossroads Commerce Park

Dear Mr. Reed:

Please accept this letter as the Blue Ridge Crossroads Economic Development Authority's (BRCEDA) request for Infrastructure Planning and Technical Assistance (WW-TA) grant funding in the amount of \$20,000 to develop a preliminary engineering report (PER) and survey for the Blue Ridge Crossroads Commerce Park. The Park is jointly owned by the City of Galax and Grayson County and will be managed through BRCEDA, which also includes Carroll County within its service area.

The Blue Ridge Crossroads Commerce Park includes roughly thirty acres that has been partially graded with a gravel entrance road constructed. The utilities needed to serve the Park have not been evaluated in terms of cost or capacities, which will largely determine how the remaining construction of the Park is accomplished and to what types of companies BRCEDA and the localities will market the Park. The PER will allow the development of this commerce park site to proceed.

BRCEDA proposes to develop an overall PER and survey for the Park that would evaluate necessary water, wastewater, grading, access road and storm water improvements. The total cost for the complete PER is \$18,000 and the survey cost is estimated at \$10,000, for a total \$28,000 PER and survey cost. BRCEDA, with Grayson County and the City of Galax, proposes to match the WW-TA request with the remaining \$8,000. Procurement of engineering services would be through an existing term contract with the City of Galax. The development of the PER is ready to proceed.



***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

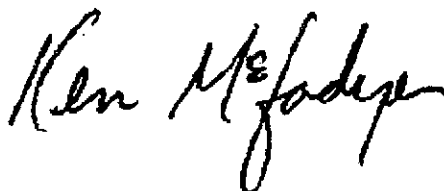
1117 East Stuart Drive . Galax, Virginia 24333  
Tel: 276.236.0391 [www.brceda.org](http://www.brceda.org)



Please let me know of any questions, comments or suggestions. We greatly appreciate the opportunity to present this funding request and have benefitted greatly from our partnership with the Mount Rogers Planning District Commission to deliver greater economic prosperity to our community and to southwestern Virginia.

Thank you for your time and assistance.

Sincerely,

A handwritten signature in black ink that reads "Ken McFadyen". The signature is written in a cursive style with a large, prominent "K" and "M".

Ken McFadyen  
Executive Director

Cc: BRCEDA Board of Directors

***The Blue Ridge Crossroads Region is Virginia's "Entrepreneurial Region."***

1117 East Stuart Drive . Galax, Virginia 24333  
Tel: 276.236.0391 [www.brceda.org](http://www.brceda.org)



## MOUNT ROGERS PLANNING DISTRICT COMMISSION

WILLIE GREENE, Chairman  
GUY ODUM, Vice-Chairman

STEVE WINESETT, Treasurer  
AARON SIZEMORE, Executive Director

1021 Terrace Drive    Marion, Virginia 24354    Phone 276-783-5103    Fax 276-783-6949

May 2, 2016

Ken McFadyen  
Executive Director  
BRCEDA  
1117 Stuart Drive  
Galax, VA 24333

RE: Southwest Virginia Regional Water/Wastewater TA Funds 2016

Dear Ken

Enclosed is a check in the amount of \$20,000 for BRCEDA from Mount Rogers Planning District Commission. These funds are for the Commerce Park PER project and are provided from the PDC's W/WW TA funds.

If you have any questions about this transfer of fund, please contact me at [breed@mrpdc.org](mailto:breed@mrpdc.org)

Sincerely,

Brian J. Reed  
Deputy Director

Enclosure

SERVING LOCAL GOVERNMENTS IN  
BLAND - CARROLL - GRAYSON - SMYTH - WASHINGTON - WYTHE  
BRISTOL - GALAX

MRPDC is an equal opportunity provider and employer.

MT ROGERS PLANNING DISTRICT COMMISSION 01/06  
1021 TERRACE DR  
MARION, VA 24354-4137

88-428/514


DATE May 3, 2016

PAY TO THE  
ORDER OF

BRCEDA

\$ 20,000.00

Twenty thousand and 00/100

DOLLARS 



BRANCH BANKING AND TRUST COMPANY  
1-800-BANK BR&T BR&T.com

FOR Commerce Park PER project

*[Signature]*

⑆00001236⑆ ⑆051404260⑆0000150097088⑆

### **ITEMS TO BE FURNISHED/OBTAINED BY OTHERS**

In order to complete the indicated Scope of Services, the following items are requested to be furnished by the Lane Group:

1. Access to the subject property is to be provided for field review and inspection.
2. Copy of designated development area boundary. *(Hills)*
3. Copy of City Zoning map for the designated area. *(Hills)*
4. Copy of City water/sewer utilities map for the designated area. *(Hills)*
5. Any additional mapping which may be available from the City and/or County GIS Departments (i.e. aerial images, topographic layers, or utility layers) is to be provided for this project.
6. Input/direction from City/County will be needed regarding the location and nature of proposed construction improvements being considered.

### **SCHEDULE OF COMPLETION**

The Lane Group will begin work upon receipt of written acceptance of this Task Order and receipt of all items to be furnished by others. It is anticipated that the Work will be completed within sixty (60) days following receipt of all items requested to be furnished by others. Deliverables to be provided includes an updated Site Development Plan map, an updated construction cost estimate, and a potential implementation schedule.

### **COMPENSATION**

The Lane Group will strive to complete the indicated Scope of Services within the given Schedule of Completion for the Lump Sum Fee of \$8,000. It is understood that the engineering fees are to be split evenly between the City and the County, so each entity will be invoiced separately for an equal amount.

Invoices for engineering services will be rendered upon completion and are due payable within 30 days after receipt. Interest will accrue on any overdue account balances at the rate of 1.0% per month until payment is received.

### **ADDITIONAL SERVICES**

The Lane Group can provide additional services outside of the proposed Scope of Services if requested to do so by the Owner(s). The work task and fee for any Additional Services would be negotiated on a case-by-case basis. Prior to proceeding with any additional service, The Lane Group shall be authorized to do so in writing. Following are work tasks which are not included in this Task Order, but could be provided if requested:

1. Preliminary Engineering Report for City water/sewer improvements needed to serve the site and PIR regulatory approval.
2. Environmental Review Document that may be required by potential funding agencies.
3. Update site surveying to reflect grade changes resulting from initial access road construction.
4. Final construction plans for any proposed improvements.
5. Geotechnical investigations for rock or other unsuitable materials.
6. Level 1 Environmental Site Assessment.
7. Other items not included in the proposed Scope of Work.

**BLUE RIDGE CROSSROADS COMMERCE PARK  
PARTICIPATION AGREEMENT - INITIAL PHASE**

**THIS AGREEMENT**, dated this the \_\_\_ day of \_\_\_\_\_, 2011 by and between **BLUE RIDGE CROSSROADS ECONOMIC DEVELOPMENT AUTHORITY (“BRCEDA”)**, a body corporate, organized and created pursuant to Chapter 64 of Title 15.2 of the Code of Virginia, 1950, as amended, (the “Authority”) and **GRAYSON COUNTY, VIRGINIA AND THE CITY OF GALAX, VIRGINIA**, all being political subdivisions of the Commonwealth of Virginia and members of the Authority and participating jurisdictions herein (the each being a “Participant” and together being “Participants”),

**WITNESSETH:**

**WHEREAS** the Authority has been created under the provision of Chapter 64 of Title 15.2 of the Code of Virginia, 1950, as amended, to promote economic development in the region; and,

**WHEREAS** the Participants have identified the development of the Galax/Grayson Industrial Park Project, Initial Phase, containing approximately 26 acres, more or less, currently owned by Galax Future, Inc. and located partly in Grayson County and partly in the City of Galax, Virginia (the “Project”), as an important project for the region to promote the purposes for which the Authority has been formed; and,

**WHEREAS** the Authority and the Participants desire to enter into this Agreement for the purpose of establishing the scope of the Project, the investment therein of the Authority and the Participants and the revenue sharing from the Project.

**NOW THEREFORE**, in order to carry out the purposes for which the Authority was formed and to create a project which will promote the economic development of the region and the Participants, the parties hereto do hereby agree as follows:

# I

## PROJECT DESCRIPTION

The Galax/Grayson Industrial Park, Initial Phase ("Project") may, subject to funding, include the following items:

- acquisition of 26+/- acres of land located partly in Grayson County, and partly in the City of Galax, Virginia and all rights and benefits thereto and being all that property conveyed to and owned by Galax Futures, Inc., a Virginia corporation by those certain deeds of record in the Circuit Court Clerk's Office of Grayson County, Virginia as follows (the "property"):

1) A Deed dated December 11, 2008 from Randy A. Watson et ux containing 1 acre, more or less and recorded in the aforesaid Clerk's Office in Deed Book 507 at page 185;

2) A Deed dated February 19, 1998 from Robert Odell Hampton, et ux for an easement and right of way and recorded in the aforesaid Clerk's Office in Deed Book 348 at page 501;

3) A Deed dated December 22, 1997 from Elizabeth H. Manus, executrix of the Estate of Clyde R. Hampton containing two tracts, one containing 25.583 acres, more or less and the other containing 0.825 acre, more or less and recorded in the aforesaid Clerk's Office in Deed Book 327 at page 593; and,

4) A Deed dated December 22, 1997 from Emma Lee Harrington Hampton containing 4.1 acres, more or less and recorded in the aforesaid Clerk's Office in Deed Book 327 at page 597.

- acquisition of access, water supply, waste water disposal, fiber and natural gas for the Project and easements therefore;
- obtaining options for additional land adjoining the Project;

- grading, environmental, engineering and site work to prepare the Project for industrial users;
- detailed engineering plans for the provision of water supply and waste water disposal for proposed users in the Project.

Any enlargement of the scope of the Project in excess of these components shall require unanimous consent of all Participants.

## II

### **PROJECT UNDERTAKEN IN THE NAME OF THE AUTHORITY**

The development of the Project shall be undertaken in the name of the Authority and, subject to the terms of this Agreement, the Authority, shall own, hold, lease, use, sell, encumber, transfer, and dispose of any real or personal property comprising part or all of the Project, provided, however, that the Authority is hereafter required to take all actions related to the Project as directed by the Participants and may not lease, use, sell, encumber, transfer or dispose of any real or personal property comprising part or all of the Project or take any action or perform any function related to the Project or any portion thereof without the express direction and approval of the Participants.

## III

### **ADDITIONAL PHASES**

The Project herein described is the Initial Phase for the Blue Ridge Crossroads Commerce Park . All parties hereto recognize that development of the Project may involve several phases beyond the Initial Phase. In the event additional Phases to the Project are undertaken by the Authority, the Participants herein shall have first priority to purchase shares in such additional Phases to the Project in the same proportion as their ownership in the Initial Phase at such price as the parties shall hereafter agree, but no Participant in this Project shall be obligated to purchase any additional shares in this or any other Phase of the Project.

Additionally, the Participants may agree to undertake additional projects related to the

Project. In the event such additional projects are undertaken by the Authority, the Participants herein shall have first priority to purchase shares in such additional projects in the same proportion as their ownership in the Initial Phase at such price as the parties shall hereafter agree, but no Participant in this Project shall be obligated to purchase any additional shares in this or any other project. If additional projects are undertaken, the parties may agree to utilize this Agreement as the basis for such projects and that the Authority manage such additional projects.

#### **IV**

#### **PROJECT CONTROL**

The Participants, acting through their duly appointed representatives to the Board of the Authority, shall have sole responsibility for the decisions required for the construction, management, and overall implementation of the Project. The Participants shall set their own rules of operation and require the Authority to take the actions necessary to implement and operate the Project, retain Project consultants and utilize staff as needed for the Project.

#### **V**

#### **ANNUAL BUDGETS AND DEFICITS**

As soon as practicable after funding has been established, and by March 1 of each future year, the Authority shall develop and present to the Participants its operating and capital budgets for the Project for the fiscal year beginning the following July 1, showing all contemplated expenditures for operations, administrative costs, capital expenses, debt service and all anticipated revenues from revenue sharing, federal and state grants, and other sources. This annual budget shall be approved by the Participants on or before July 1 of each year. Each Participant and the Authority shall be entitled to review the financial records of the Project upon request. An annual audit of the Project's financial records performed by a licensed Certified Public Accountant shall be performed as part of the annual audit of the Authority and each annual audit statement shall be furnished to each Participant.

The offering share price, to be paid annually by the Participants to the Authority for the



Project, shall include payment of annual debt service, including financing costs and expenses and administrative costs and expenses for the Authority to acquire the property and operate the Project. No additional costs or expenses of the Project, including administrative expenses shall be charged to any Participant without the express written consent of that Participant.

## **VI**

### **FINANCING**

Financing of the Project shall be arranged in the name of the Authority. All loan obligations for the Project shall be the sole responsibility of the Participants in the Project which shall reimburse the Authority for all expenses incurred by the Authority for the Project. Without its express consent, a Participant shall not be responsible for any portion of such loan obligations and expenses in excess of its proportional interest in the total outstanding shares of the Project.

## **VII**

### **LIMITATION OF LIABILITY**

The Authority shall ensure the payment of all obligations, costs and expenses for the implementation of this Project such that the Participants are solely responsible for discharging the Authority's obligations in respect to the Project. Non-participating members of the Authority and the Authority itself are not responsible for the financing or debts of the Project or for any future projects undertaken by the Participants.

## **VIII**

### **CONTRIBUTIONS AND OWNERSHIP**

1. The City of Galax owns all interest and rights in and to Galax Future, Inc. Grayson County shall pay to the City the sum of \$109,902.50, which represents ½ costs of the land purchase and unreimbursed miscellaneous costs associated with site preparation as of the date of this agreement. Upon such payment Galax Future, Inc. shall transfer the property to BRCEDA and upon such transfer the initial ownership interest in the Project

shall be equal, that is each Participant shall have a 1/2 share in the Project, or 1,500 shares of a 3,000 Share Pool. The value of the shares is dependent upon the financing structure of the Project and shall include an amount for the annual payment of administrative expenses.

2. Each Participant will initially equally contribute annually to the costs and expenses of the Project, including repayment of any financing, with interest and expenses. Each Participant will receive a distribution of revenue from the Project as provided in Article XII of this Agreement, resources permitting. The initial annual payment shall be made by each Participant within thirty (30) days after execution of this Agreement by all Participants or as the Participants mutually agree.

Should any Participant fail or neglect to make any such annual contribution to support the Project, including the repayment of financing and all costs and expenses, and such failure continues for more than thirty (30) days after written demand by the Authority, such Participant shall forfeit and lose any and all interest and shares in the Project. Such forfeiture of shares shall not relieve such Participant of any liability related to the Project.

## IX

### FINANCING PLAN

The project is currently without any debt. Any additional phases, including but not limited to further site development associated with this project will, be in compliance with Section V. Future work on the project may be a combination of local funds, grants and/or other loan sources.

Any financing for the Project will require the Participants to share in the annual debt service and costs on the funds borrowed to complete the Project and administrative costs and expenses. Payments required for each Participant is one half of that amount which will pay the annual debt service on the loans to support the Project and shall include an annual administrative fee as agreed by

the Participants and the shares shall be valued accordingly. It is agreed that the total annual share price will support the Project, including costs of financing and administrative costs and expenses and that a Participant's annual payment per share shall never exceed, without its consent, the initial share price. Annual payments by the Participants shall continue until all debt repayment is accomplished and may be reduced as loans are paid. After all debt service is retired, the annual contribution of each Participant shall be reduced to that amount which will pay the annual administrative fee as agreed by the Participants. In addition to such amounts, the parties may agree to contribute additional funds in any budget year as they deem necessary for improvement of the Project, with such amounts to be repaid as the Participants shall agree.

## X

### **REQUIREMENT FOR DEVELOPMENT OF THE PROJECT**

All business (es) or industry (ies) locating in the Project shall execute a performance agreement with the Authority. Should such business (es) or industry (ies) require improvements in infrastructure, which cannot be provided through rate based, financing, the performance agreement shall provide for payment for such infrastructure on such basis as all parties to the performance agreement shall agree. The performance agreement shall contain such other terms and conditions as the parties may agree, and may include a guarantee for payment of sufficient revenue from the business (es) or industry(ies) to generate an acceptable level of Revenue to the Participants and may include a guarantee that such payment and the Revenue will not be reduced by any reduction of the tax rate. Preference is to be given to those businesses and industries that will substantially increase the tax base of the Project and to businesses and industries that complement the existing businesses and industries in the Project.

## XI

### **AUTHORITY OF PARTICIPANTS TO SELL SHARES**

Participants in the Project are limited in the sale of shares in the Project. All sales of any

interest in the Project may only be conveyed to the other Participant or to County of Carroll, Virginia unless expressly approved by the Authority and the Participants. Any sale of shares in the Project is also subject to the approval of the Authority and the other Participant as the the terms and price. Prior to offering shares for sale to any party, the Participant shall first offer the shares to the other Participant(s) at the same price as to be offered for sale to others. The conditions of sale must also be accepted by the bondholders or their representatives and all other secured creditors.

## XII

### REVENUE SHARING

Revenue from the Project shall be determined and established from two sources:

1. Revenue received by the Authority from the sale, lease or otherwise from any business, industry or other entity locating in or purchasing any right, title or interest in and to the Project or any property located in the Project shall be considered revenue from the Project to be shared pursuant to this Agreement;
2. The current taxes paid (or if not paid then the amount that would be due based upon the current assessments) to Grayson County, Virginia and the City of Galax, Virginia on the property located in the Project as of the date of this agreement shall be the “base tax”. Any increase in the base tax due to the improvement of the property in the Project or location therein of commercial or industrial businesses, of any nature, whether such increase in revenue is due to an increase in real estate, machinery and tools, business license or other taxes, shall be considered revenue from the Project to be shared pursuant to this Agreement;

Revenue from the Project determined as established in the preceding paragraphs as revenue from the Project shall be collected by the locality in which the Revenue is raised and paid to the Authority which shall be distributed by the Authority first to pay any current installments of debt due on the Project, including financing payments of principal and interest, all outstanding or anticipated costs and expenses of the Project and then any remaining Revenue shall be then

distributed to the Participants in the Project based upon their percentage of shares owned in the Project except as otherwise provided herein.

Revenue amounts shall be determined and agreed to prior to the siting of any business or industry on the Project. Contributions of any Participant(s) specifically to the location and siting of any particular business or industry in the Project, through incentives or otherwise, shall change the percentage of revenue to be distributed to the Participants as available from that particular business or industry. Calculation of revenues to be distributed from such particular business or industry shall be on a percentage basis to include such specific contribution of any Participant(s) and distributed on such basis so that any Participant contributing specifically to the location and siting of that particular business or industry shall receive a higher percentage of the revenue available from that business or industry.

Neither reduction of the tax rate hereafter or abolition of any current tax shall reduce the revenue to be paid to the Authority by the host locality.

### **XIII**

#### **WITHDRAWAL AS A PARTICIPATING JURISDICTION**

Once obligations have been incurred by the Authority in favor of the Project, participants in the Project may withdraw from the Project only as the other Participant(s) may unanimously agree. The conditions of withdrawal must also be accepted by all secured debtors and bondholders or their representatives.

### **XIV**

#### **ANNUAL APPROPRIATIONS**

The revenue sharing, payments and contributions to the Authority herein required by the participants are specifically authorized as to local governments pursuant to § 15.2-6406 and § 15.2-6407 of the Code of Virginia, 1950, as amended. In the event such code provisions are held to be

invalid so that the payments and contributions hereunder may be considered to be the debt of a local government pursuant to Article VII, Section 10 of the Virginia Constitution, such payments and contributions shall not be debt of such participating local government but shall be subject to and dependent upon annual appropriations being made from time to time by its governing body and each participating locality agrees that its chief administrative officer shall annually request, and use his or her best efforts to secure the governing body's approval of such annual appropriations necessary to make such payments and contributions as required by the provisions of this Agreement

**XV**

**AMENDMENT**

This Agreement may be amended from time to time as the parties may agree, provided all amendments shall be in writing and shall require unanimous consent of all Participants and the consent of the Authority and the host locality.

**IN WITNESS WHEREOF**, the Governing Bodies identified, by authorized action, have caused this Agreement to be executed, and their respective seals to be affixed hereto and attested by their respective clerks or secretaries commencing this \_\_\_\_\_ day, of \_\_\_\_\_, 2011.

**BLUE RIDGE CROSSROADS ECONOMIC DEVELOPMENT AUTHORITY**

**Attest:**

**Approved as to Form:**

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

\_\_\_\_\_  
Attorney

\_\_\_\_\_  
Chairman of the Board

**COUNTY OF GRAYSON, VIRGINIA**

**Attest:**

**Approved as to Form:**

\_\_\_\_\_  
Clerk, Board of Supervisors

\_\_\_\_\_  
Attorney: Grayson County

\_\_\_\_\_  
Chairman, Board of Supervisors

**CITY OF GALAX, VIRGINIA**

**Attest:**

**Approved as to Form:**

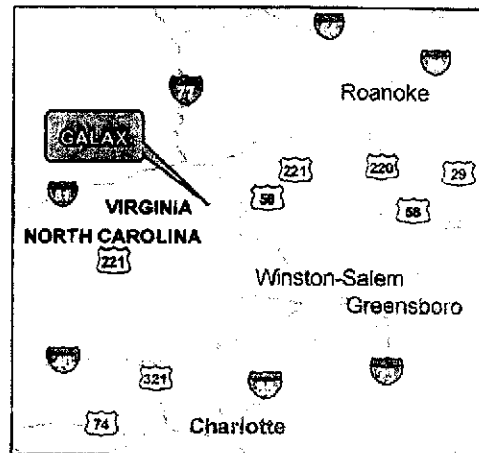
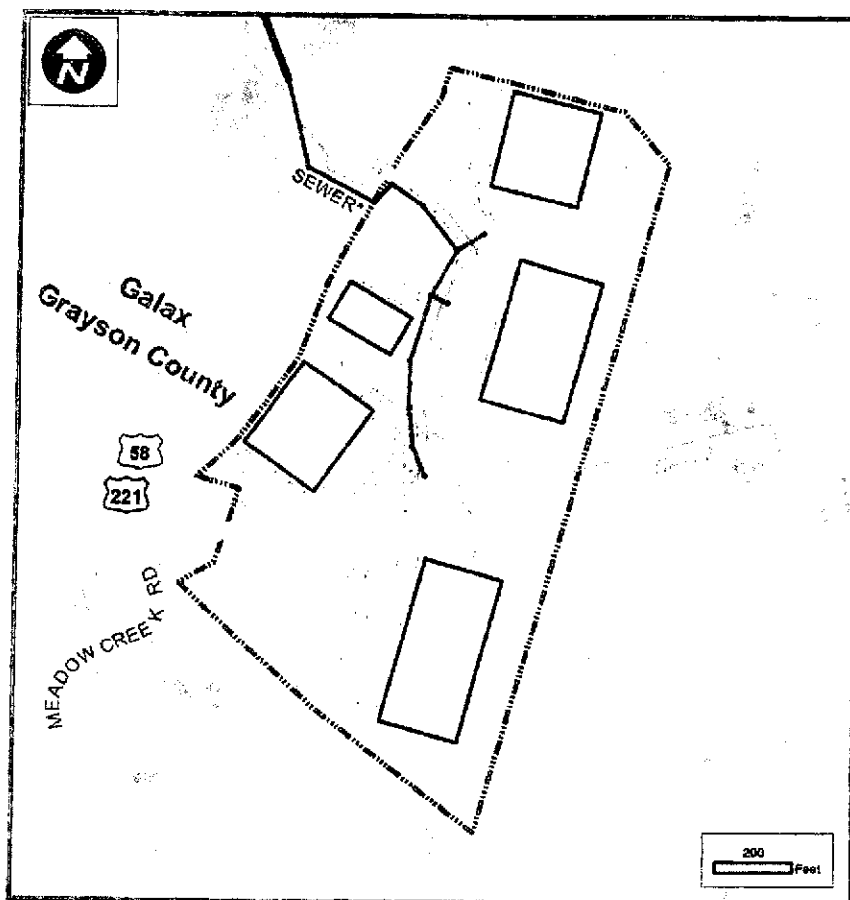
\_\_\_\_\_  
Clerk, City Council

\_\_\_\_\_  
Attorney, City of Galax

\_\_\_\_\_  
Mayor

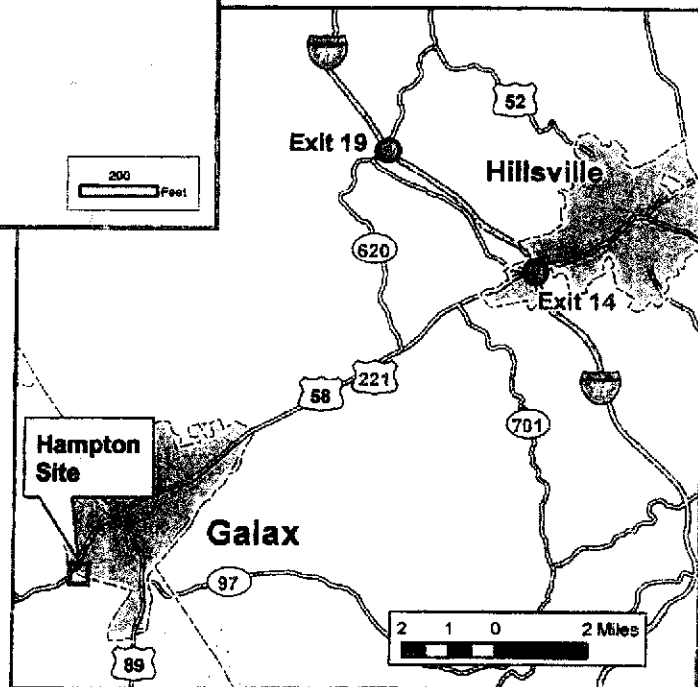


# Hampton Property



### LEGEND

- Interstate Highway
- State Highway
- Secondary Highway



### Property Details Hampton Property

#### Site Specifications

Site Acres: 30  
Topography: Gently Rolling  
Zoning: Light Industrial

#### Utilities

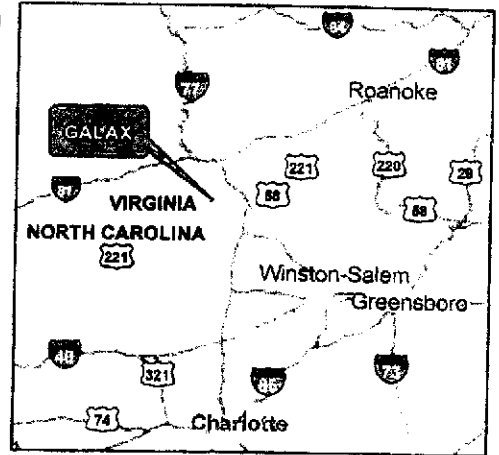
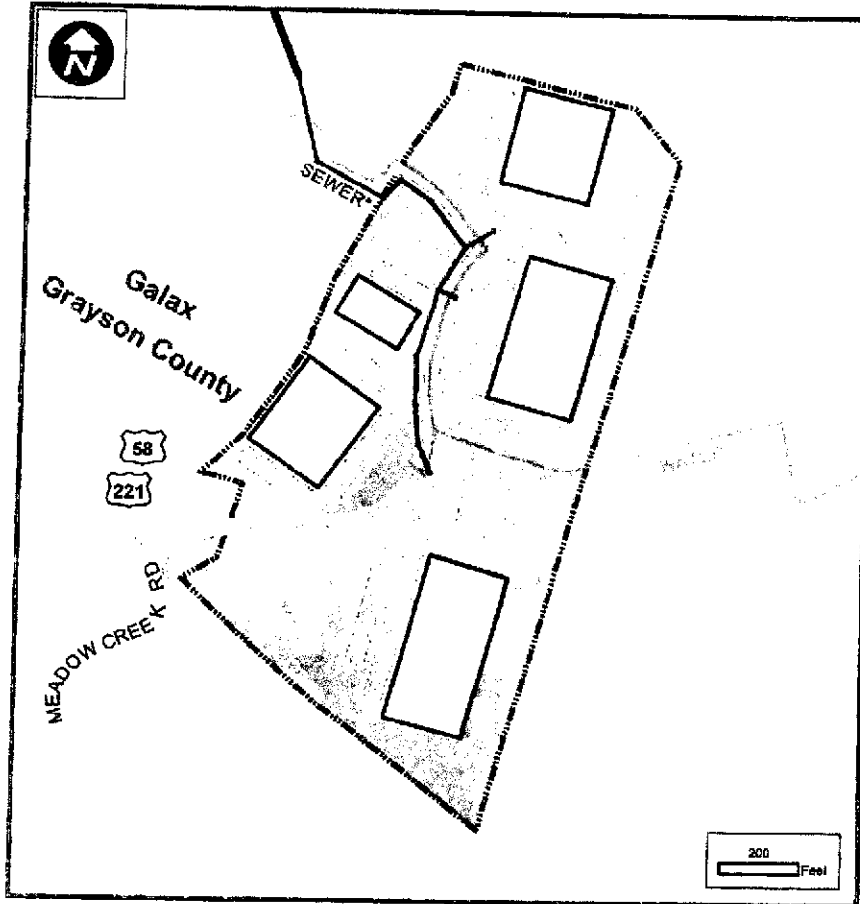
Water: \*City of Galax, 10-inch (Proposed)  
Sewer: \*City of Galax, 8-inch (Proposed)  
Electric: American Electric Power  
Telecommunications: WiredRoad, Embarq, Verizon

#### Transportation

Nearest interstate: I-77  
Distance: 12 Miles  
Nearest 4-lane highway: RT 58  
Distance: 0.2 Miles

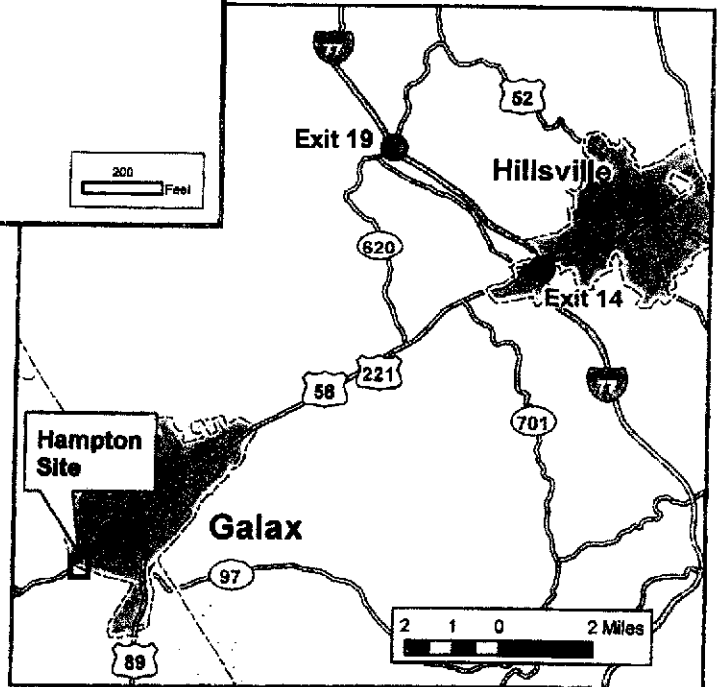


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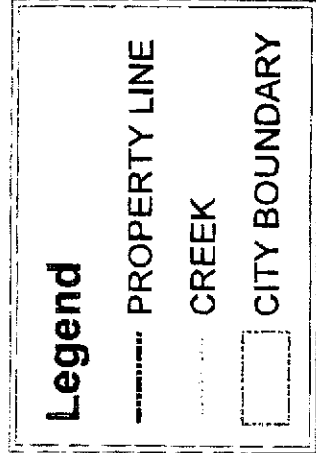
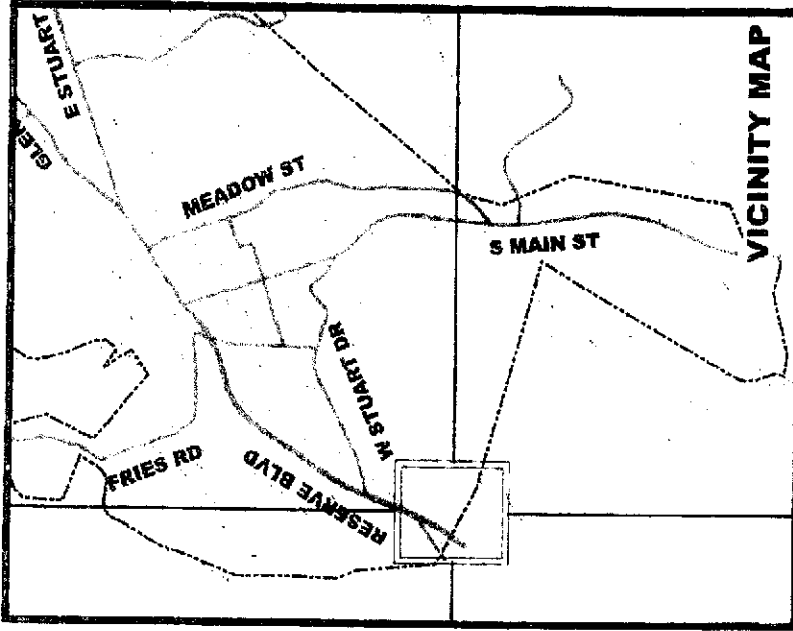
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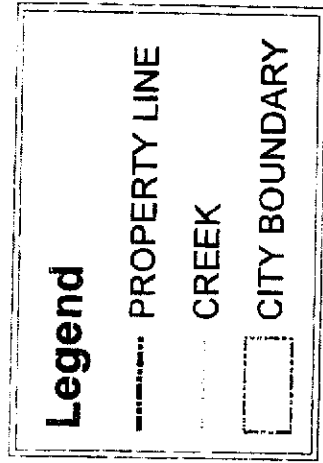
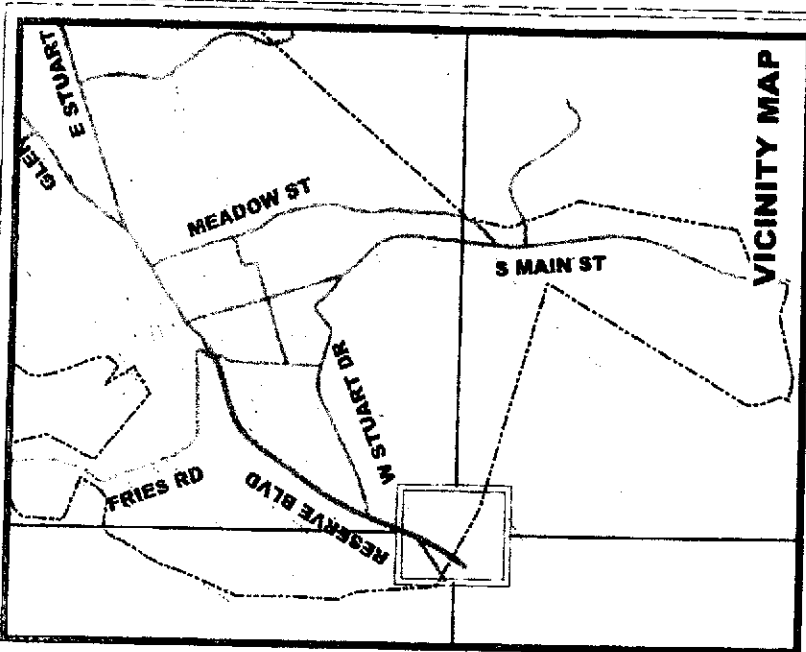




# HAMPTON PROPERTY

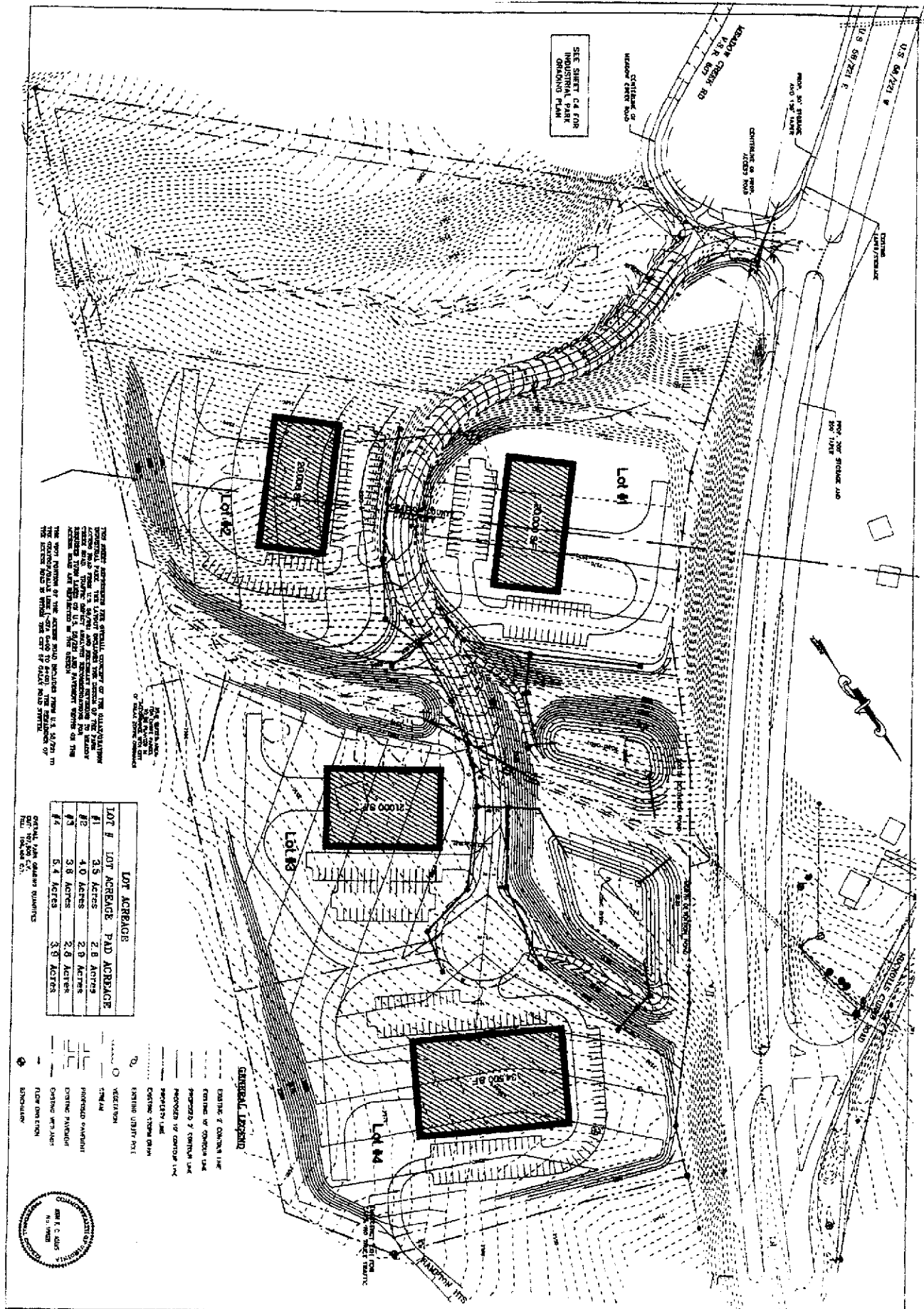
February 6, 2007





# HAMPTON PROPERTY





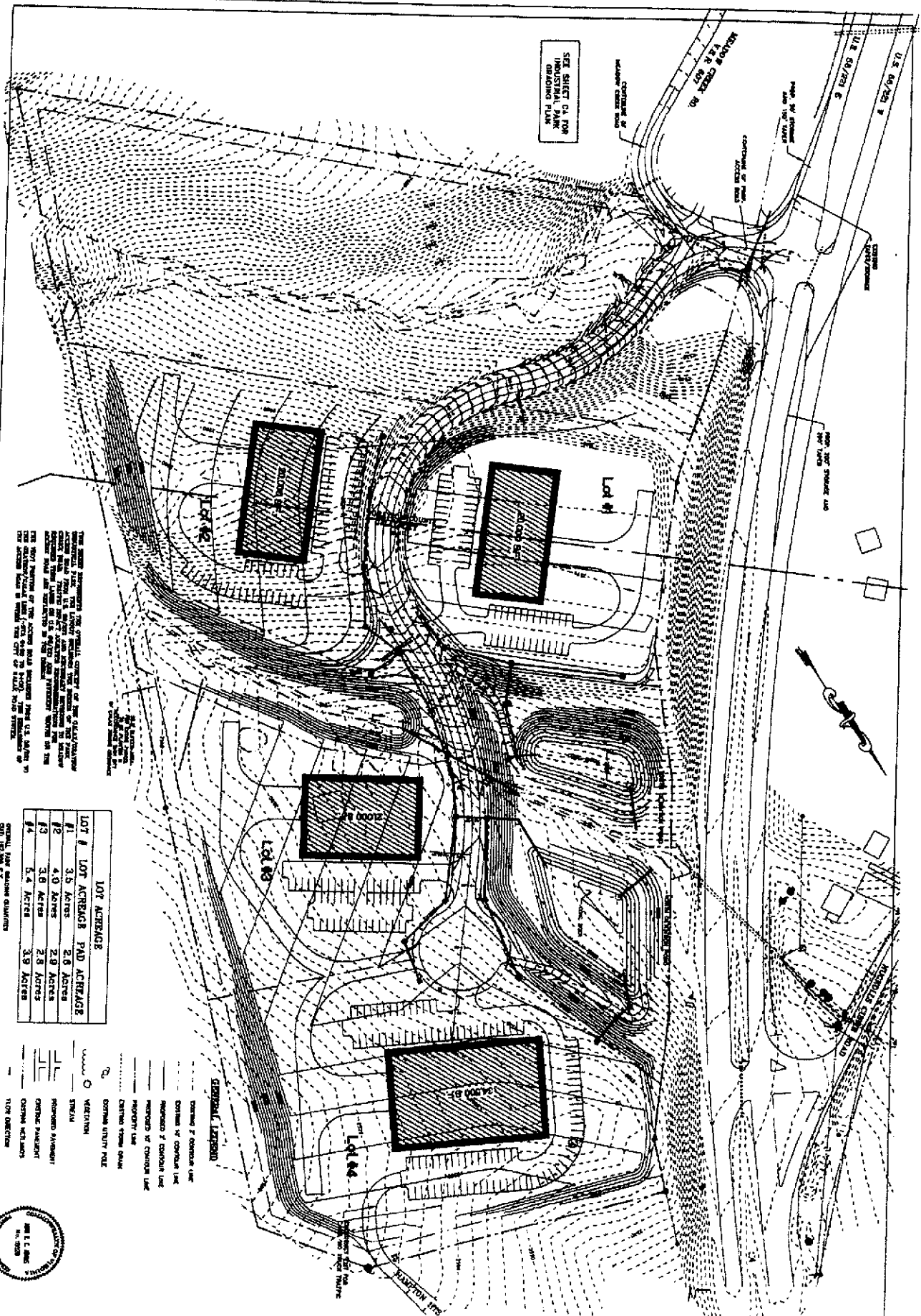
SEE SHEET C-4 FOR INDUSTRIAL PARK GRADING PLAN

THE ABOVE DESCRIBES THE GENERAL CONCEPT OF THE SUBDIVISION OF THE LAND AND THE LAYOUT OF THE ROADS AND UTILITIES. THE EXACT LOCATION OF THE ROADS AND UTILITIES SHALL BE DETERMINED BY THE ENGINEER AND SHALL BE SHOWN ON THE GRADING AND UTILITY PLANS. THE EXACT LOCATION OF THE ROADS AND UTILITIES SHALL BE DETERMINED BY THE ENGINEER AND SHALL BE SHOWN ON THE GRADING AND UTILITY PLANS.

LOT #	LOT ACREAGE	PAD ACREAGE
#1	3.5 ACRES	2.8 ACRES
#2	4.0 ACRES	2.9 ACRES
#3	3.8 ACRES	2.6 ACRES
#4	5.4 ACRES	3.8 ACRES

- GENERAL LEGEND**
- EXISTING & CONTAIN LINE
  - PROPOSED & CONTAIN LINE
  - EXISTING & CONDUIT LINE
  - PROPOSED & CONDUIT LINE
  - EXISTING & UTILITY POLE
  - PROPOSED & UTILITY POLE
  - EXISTING & STORM DRAIN
  - PROPOSED & STORM DRAIN
  - EXISTING & FLOOD WALL
  - PROPOSED & FLOOD WALL
  - EXISTING & SIGNAGE
  - PROPOSED & SIGNAGE





THE SHOWN REQUIREMENTS THE OVERALL CONCEPT OF THE SITE DEVELOPMENT AND ACCESS ROAD TO THE INDUSTRIAL PARK. THE LAYOUT INDICATES THE GENERAL CONCEPT OF THE SITE DEVELOPMENT AND ACCESS ROAD TO THE INDUSTRIAL PARK. THE LAYOUT INDICATES THE GENERAL CONCEPT OF THE SITE DEVELOPMENT AND ACCESS ROAD TO THE INDUSTRIAL PARK. THE LAYOUT INDICATES THE GENERAL CONCEPT OF THE SITE DEVELOPMENT AND ACCESS ROAD TO THE INDUSTRIAL PARK.

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- GENERAL LEGEND**
- CONTOUR OF EXISTING LAND
  - CONTOUR OF PROPOSED LAND
  - PROPOSED 2' CONTOUR LINE
  - PROPOSED 5' CONTOUR LINE
  - PROPOSED 10' CONTOUR LINE
  - PROPERTY LINE
  - CENTRAL TRUNK DRAIN
  - CENTRAL DRAINAGE PADE
  - VEGETATION
  - STREAM
  - PROPOSED ALIGNMENT
  - CENTRAL ALIGNMENT
  - CENTRAL ALIGNMENT WITH BANKS
  - TYPICAL DIRECTION
  - REVISION



**BRCEDA Operating Expenses Versus Budget**

	FY 2019	FY 2019	FY 2019	
	APPROVED	Expenses thru 12/31/18	as % BUDGET	NOTES
<b>Personnel</b>	\$ 63,102	\$ 30,385	48%	
SALARY - 6000	\$ 46,800	\$ 22,560	48%	
FICA - 6001	\$ 3,580	\$ 1,464	41%	
HEALTH INSURANCE - 6003	\$ 12,722	\$ 6,361	50%	
GROUP - 6007	\$ -	\$ -	0%	
VRS - 6002	\$ -	\$ -	0%	
<b>Contracted Services</b>	\$ 34,640	\$ 4,765	14%	
CONTRACTED SERVICES- LEGAL - 6031	\$ 15,000	\$ 2,645	18%	
CONTRACTED SERVICES- CONSULTING - 6031	\$ 5,000	\$ -	0%	
CONTRACTED SVC- ACCOUNTING - 6031	\$ 6,000	\$ 2,120	35%	
CONTRACTED SVC- AUDIT - 6031	\$ 8,640	\$ -	0%	
<b>Office</b>	\$ 8,290	\$ 2,701	33%	
INSURANCE COVERAGE - 6060	\$ 2,700	\$ -	0%	
POSTAGE - 6070	\$ 270	\$ 63	23%	
TELECOMMUNICATIONS - 6071	\$ 1,320	\$ 628	48%	
OFFICE SUPPLIES - 6072	\$ 1,000	\$ 511	51%	
OFFICE RENTAL - 6073	\$ 3,000	\$ 1,500	50%	
<b>Outreach/Marketing</b>	\$ 3,500	\$ 936	27%	
ADVERTISING AND OTHER MARKETING - 6040	\$ 3,000	\$ 936	31%	
DUES/PROFESSIONAL MEMBERSHIPS - 6041	\$ 500	\$ -	0%	
<b>Travel/Training</b>	\$ 7,000	\$ 730	10%	
TRAVEL - 6100	\$ 2,500	\$ 221	9%	
MILEAGE - 6101	\$ 2,500	\$ 471	19%	
TRAINING/DEVELOPMENT TRAINING - 6102	\$ 2,000	\$ 38	2%	
<b>Capitol Outlay (Non-construction)</b>				
EQUIPMENT - 6130				
EQUIPMENT- COMPUTERS - 6200				
<b>Wildwood Expenses</b>	\$ 7,500	\$ 5,050	67%	
<i>Maynard Drive</i> marker (one-time expense)	\$ -	\$ -	0%	
Wildwood monthly mowing - 6120	\$ 6,000	\$ 5,050	84%	
Wildwood street lights (electric)	\$ 1,500	\$ -	0%	
Accrual for natural gas connection fee	\$ -	\$ -	0%	
<b>Other items</b>	\$ 10,000	\$ 153	2%	
OTHER OPERATING EXPENSE	\$ 5,000	\$ -	0%	Annual fee on LOC
SPECIAL EVENTS - 6160	\$ 1,000	\$ 153	15%	
New initiatives	\$ 4,000	\$ -	0%	
<b>Total Operational Expenses</b>	\$ 134,032	\$ 44,721	33%	
<b>Wildwood Debt Service</b>	\$ 271,173	\$ 135,586	50%	

<b>TOTAL EXPENDITURES</b>	<b>\$ 406,205</b>	<b>\$ 180,307</b>	<b>44%</b>
Wildwood Debt Service Support	\$ 271,173	\$ 135,600	
Localities' Operational Support	\$ 134,032	\$ 67,200	
Other Revenues			
<b>TOTAL REVENUES</b>	<b>\$ 405,205</b>		
<b>Total Revenues per Locality</b>	<b>\$ 135,068</b>		

\$40,000 accrual from FY18 remains in acct # 9575