

**GREENSVILLE COUNTY BOARD OF SUPERVISORS**

**AGENDA  
MONDAY, OCTOBER 17, 2016  
5:30 P.M. - CLOSED SESSION  
6:00 P.M. - REGULAR SESSION**

- | <b><u>ITEM NO.</u></b> | <b><u>DESCRIPTION</u></b>  |
|------------------------|--|
| <b>I.</b>              | <b><u>CALL TO ORDER</u></b> —5:30 P.M.   |
| <b>II.</b>             | <b><u>CLOSED SESSION</u></b> - Section 2.2-3711 (a) 1) Personnel and 5) Industry and/or Business Matters |
|                        | A. Personnel Matters   |
|                        | B. Industry and/or Business Matters  |
| <b>III.</b>            | <b><u>RETURN TO REGULAR SESSION</u></b>  |
| <b>IV.</b>             | <b><u>CERTIFICATION OF CLOSED MEETING</u></b> —Section 2.2-3712 Resolution #17-39                        |
| <b>V.</b>              | <b><u>PLEDGE OF ALLEGIANCE AND INVOCATION</u></b>  |
| <b>VI.</b>             | <b><u>APPROVAL OF AGENDA</u></b>   |
| <b>VII.</b>            | <b><u>APPROVAL OF CONSENT AGENDA</u></b>   |
|                        | A. Minutes—See Attachment— <u>B.</u>   |
|                        | B. Budgetary Matters—See Attachment— <u>C.</u>   |
|                        | C. Warrants—See Attachment— <u>D.</u>  |
|                        | D. Resolution #17-42 regarding Personnel Matters resulting from Closed Meeting                           |
| <b>VIII.</b>           | <b><u>PUBLIC HEARING</u></b> —None   |
| <b>IX.</b>             | <b><u>ITEMS WITH APPOINTMENTS</u></b> —None  |
| <b>X.</b>              | <b><u>CITIZENS COMMENTS</u></b>  |

**XI. OTHER MATTERS**

- A. Grant Agreements with the Department of Rail and Public Transportation  
– See Attachment – E.
- B. Boards and Commissions Appointments

**XII. ADJOURNMENT**

At the Regular Meeting of the Greensville County Board of Supervisors, held on Monday, October 3, 2016, with a Tour of the Dominion Site at 4:00 P.M., Closed Session beginning at 5:00 P.M. and Regular Session beginning at 6:00 P.M., at the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia.

Present           Peggy R. Wiley, Chairman  
                      Michael W. Ferguson, Vice-Chairman  
                      Dr. Margaret T. Lee  
                      Raymond L. Bryant, Jr.

Chairman Wiley called the meeting to order at 4:00 p.m., with a Tour of the Dominion Site.

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In Re: Closed Session

Mr. Whittington, County Administrator, stated that Staff recommended the Board go into Closed Session, Section 2.2-3711 (a) 1) Personnel, 5) Business and/or Industry and 7) Legal Matters.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to go into Closed Session, as recommended by Staff. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Regular Session

Mr. Whittington stated that Staff recommended the Board of Supervisors return to Regular Session.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to go into Regular Session. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Certification of Closed Meeting – Resolution #17-33

Supervisor Ferguson moved, seconded by Supervisor Bryant, to adopt the following Resolution. A roll call vote was taken, as follows: Supervisor Bryant, aye; Supervisor Ferguson, aye; Supervisor Lee, aye and Chairman Wiley, aye.

**RESOLUTION #17-33  
CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the Greensville County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by the Greensville County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law:

**NOW, THEREFORE, BE IT RESOLVED** that the Greensville County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greensville County Board of Supervisors.

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In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the agenda with two added items in Closed Session, Personnel and the deletion of Item C under Other Matters.

Supervisor Ferguson moved, seconded by Supervisor Lee, to approve the Agenda as amended. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Approval of Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent Agenda.

Supervisor Bryant moved, seconded by Supervisor Ferguson, to approve the Consent Agenda containing the following items. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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Approval of minutes from the meeting of September 19, 2016.

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Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #16, in the amount of \$400.00, Journal Voucher #18, in the amount of \$404.48, Budget Amendment Resolution #17-34, in the amount of \$28,313.28, and Re-Appropriations Resolution #17-35, in the amount of \$1,839.00; Fund #010 – Budget Amendment Resolution #17-36, in the amount of \$36,773.50 and Budget Amendment Resolution #17-37, in the amount of \$109,604.78, all of which are incorporated herein by reference.

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Warrants:

Approval of Accounts Payable for October 3, 2016, in the amount of \$370,826.35

Approval of Payroll for September 30, 2016, in the amount of \$430,746.88

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In Re: Citizens Comments

Mr. Whittington addressed the public stating that anyone wishing to address the Board of Supervisors to please come forward and state their name and address for the record. There was no one.

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In Re: Cell Phone Initiative Monthly Progress Report

Mr. Lin Pope addressed the Board of Supervisors stating that there was not a lot of new information since the last report. He stated that as reported before, Verizon's budget would be presented in November to find out how much money they would have available for tower construction or cell towers. He also stated that on a promising note since the last update, he had received phone calls from Verizon's subcontractors. He further stated that the subcontractors were working on site development for several sites in Greensville County and had asked specific questions pertaining to the zoning ordinance and set back requirements for the towers.

Supervisor Ferguson asked if Mr. Pope had spoke with Kenny Ryles regarding putting cell systems on top of the light poles. Mr. Pope stated that he had not talked to Mr. Ryles but had spoken with others and found out that it could be done from site to site if there were at least 8-10 people in that particular area to be served.

Supervisor Bryant asked if all the cell phone carriers were being contacted. Mr. Pope stated that Staff could reach out to other carriers but Verizon had the monopoly in the area. He stated that there were other carriers that had equipment co-locating but there coverage area was nowhere near that of Verizon.

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In Re: Broadband Initiative Monthly Progress Report

Mr. Pope stated that the General Assembly had set aside \$2.5 million over the next two years to fund the Virginia Telecommunications Initiative. He stated that they would have a grant program that Staff could apply for the funds. He also stated that on September 20<sup>th</sup>, he and Ryan Aerni attended VHCD's Virginia Broadband Initiative Stakeholder Input Session. He further

stated that they were receiving input from different localities and service providers as how to best utilize the \$2.5 million that was set aside. Mr. Pope stated that from mid-late October, they would have a How to Apply Workshop to show Staff how to present the applications that would be due around mid-November. He further stated that the localities would have to apply but would have to be partnered with a service provider that provides those type services. He then stated that the money would go to the service provider for extending service areas that was inadequate of service or had no service at all.

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In Re: Web GIS Upgrade

Mrs. Katherine Howerton addressed the Board of Supervisors stating that during the 2016-2017 budget process, the GIS Department was given funds to upgrade the Web GIS because the software was outdated. She stated that they went through the RFP process and received four proposals and all four were interviewed the Committee. She also stated that that it was determined that Anderson and Associates as the top company due to their application was not only for internal but external use as well. Mrs. Howerton stated that with the application, people could use tablets or smart phones out in the field and have the same ease of use with the GIS system. She stated that Staff was recommending that the Web GIS Upgrade be awarded to Anderson & Associates.

Supervisor Ferguson moved, seconded by Supervisor Lee, to award the Web GIS Upgrade to Anderson & Associates. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Inspections Agreement, Otterdam Road Phase I

Mr. Whittington stated that the construction engineering and inspection activities for the above referenced project were being provided by HDR/ICA Engineering, Inc. He stated that Staff had requested that HDR/ICA provide additional services that were not within the scope of their existing agreement. He also stated that the additional services were for the administrative oversight of utility relocations for Mecklenburg Electric Cooperative and Verizon telephone. He further stated that Staff had negotiated an appropriate contract amendment that had been reviewed and approved by the County Attorney. Mr. Whittington then stated that Staff was recommending the approval of the contract amendment and authorization that the Chairman of the Board of Supervisors signs the document.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to approve the Contract Amendment and authorization that the Chairman signs the document. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Consulting Engineer Selection-Otterdam Road Phase II

Mr. Clements stated that the County must employ the services of a consulting engineer to begin the second phase of the Otterdam Road improvement project. He stated that the County's procurement requirements had been carefully followed; along with the requirements associated with the VDOT program for Locally Administered Projects (LAP). He also stated that it was important to adhere to the LAP requirements because approximately 50% of the funding for the project was being supplied via the LAP program. He further stated that six engineering firms responded to the RFP and three firms submitted formal proposals. Mr. Clements then stated that the County's Selection Committee, which consisted of K. David Whittington, James Parham, Jr., James Warf and himself, interviewed all three of the respondents. He stated that the Committee determined that the project should be awarded to Reynolds-Clark Development, Inc. He then stated that Staff recommended the Board of Supervisors authorize Staff to negotiate a contract for the design and bidding services with Reynolds-Clark and authorize the Chairman to execute the engineering contract contingent upon 1) a positive review by the County Attorney, 2) a positive review by VDOT, and 3) the finalization of the project budget.

Supervisor Bryant moved, seconded by Supervisor Lee, to accept Staff's recommendations. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Landfill Machinery Repairs

Mr. Reggie Owens addressed the Board of Supervisors stating that Staff was requesting authorization for the financing of major equipment repairs at the Greenville County Landfill in lieu of payment in full at the time of repairs. He stated that Carter Machinery was the local dealer for caterpillar and offered 0% financing of major repairs on equipment for up to 18 months. He also stated that if the equipment repairs were approved, Carter Machinery would allow the payments to be spread over 18 months, allowing Staff the opportunity to repair equipment without exceeding budgetary allowances for the fiscal year. Mr. Owens further stated that with the approval of participation in the program would allow Staff the opportunity to spread those payments over a period of time and allow the budgeting of funds in the next fiscal year, if needed. He then stated that Staff requested approval of the program contingent upon authorization of the County Administrator to execute the document.

Supervisor Ferguson asked if any equipment would be purchased anytime soon. Mr. Owens stated no other than what was included in the proposal by Draper Aden for the purchase of a new compactor.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to approve the Landfill Machinery Repairs. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

In Re: IT Network Infrastructure Upgrade

Mr. Ryan Aerni, I/T Specialist, addressed the Board of Supervisors stating that a Committee made up of Mike Veliky, Lin Pope and himself as formed to interview vendors who responded to the RFP regarding the Network Infrastructure. He stated that three vendors were interviewed that consisted of Vital Networks, SLAIT Consulting and Alliance Technology Group. Mr. Aerni stated that Staff's recommendation was to award the RFP to Alliance Technology Group, in the amount of \$49,204.00. He then stated that \$40,000 of that amount would be disbursed from the IT Capital Improvements Budget and the remaining \$9,204.00 would be paid using the Commonwealth's Attorney's Federal Drug Administration monies.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to accept Staff's recommendations. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Boards and Commissions Appointments

1. South Centre Corridors Resource Conservation and Development Council – An At-Large Appointment for a term of four years beginning 10/1/2016 through 09/30/2020.

Chairman Wiley opened the floor for nominations of two individuals to serve on the South Centre Corridors Resource Conservation and Development Council for a term of four years.

Supervisor Ferguson moved, seconded by Supervisor Lee, to appoint Supervisor Bryant and Mrs. Katherine Howerton for a term of four years. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

2. Economic Development Authority

Mr. Whittington stated that three individuals needed to be appointed to serve on the Economic Development Authority Board. He stated that these members would be the owners and landlord of the newly constructed Department of Social Services Building.

Chairman Wiley opened the floor for three individuals to serve on the Economic Development Authority Board.

Supervisor Ferguson moved, seconded by Supervisor Lee, to defer the appointment until the next meeting. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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In Re: Miscellaneous Matters

Mr. Whittington stated that located in the Friday Memo were the Staff Work Programs and Departmental Reports for the Board's review and comments.

Chairman Wiley asked if there were any questions. There were none.

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In Re: Adjournment

With there being no further business, Supervisor Ferguson moved, seconded by Supervisor Lee, to adjourn the meeting. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

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Peggy R. Wiley, Chairman

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K. David Whittington, Clerk

COUNTY OF GREENSVILLE

Fund # 1

VOUCHER

JV# 25

ACCOUNT	AMOUNT	ACCOUNT	AMOUNT
VOID CHECK# 75987	\$ 30.00	VOID CHECK# 75987	\$ 30.00
VOID CHECK# 76518	\$ 30.00	VOID CHECK# 76518	\$ 30.00
VOID CHECK# 76521	\$ 30.00	VOID CHECK# 76521	\$ 30.00
<b>TOTAL</b>	<b>\$ 90.00</b>	<b>TOTAL</b>	<b>\$ 90.00</b>

**EXPLANATION**

Void checks due to the treasurer listing as unclaimed property.

Sarah Thompson 10/12/16  
 Prepared By Date

\_\_\_\_\_  
 Approved By Date

\_\_\_\_\_  
 Posted By Date

**RESOLUTION #17-40**

**FY 16-17 RE-APPROPRIATIONS**

BE IT RESOLVED by the Greenville County Board of Supervisors that the following re-appropriations be and hereby are made for the period of July 1, 2016 through June 30, 2017.

**FUND 001**

EXPENDITURE

4-001-12430 FINANCE	
3171 Prof Service-Cost Allocation	\$4,000.00

\_\_\_\_\_  
Peggy R. Wiley, Chairman  
Greenville County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Denise Banks-Chatman, Clerk  
Greenville County Board of Supervisors

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**RESOLUTION # 17-41**

**FY 16-17 BUDGET AMENDMENT**

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2016 through June 30, 2017.

**FUND # 018**

REVENUE

3-018-18990 Miscellaneous Revenue Fund 18	
0040 Probation Fees	\$1,635.00

EXPENDITURE

4-018-33600 Probation Fees	
9357 Probation Fees	\$1,635.00

\_\_\_\_\_  
Peggy R. Wiley, Chairman  
Greenville County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Denise Banks-Chatman, Clerk  
Greenville County Board of Supervisors

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

10/11/2016 FROM DATE 10/17/2016  
 49775 TO DATE 10/10/2016  
 FUND 5 - 004 \*\*GENERAL FUND\*\*

ACCOUNTS PAYABLE LIST  
 COUNTY OF KEEFSVILLE  
 DEPT 5 - 006260 \*\*LIABILITY ACCOUNTS\*\*

WENDOR NAME CHARGE TO INVOICE DATE \$\$\$ PAY \$\$\$  
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DEPT 5 - 006260 \*\*LIABILITY ACCOUNTS\*\*  
 \*\* LIABILITY ACCOUNTS \*\*  
 VIRGINIA COLLECTORS CO. US AUCTION COMPANY FEES 210 10/06/2016 569.09  
 569.09 \*  
 569.09  
 TOTAL

DEPT 5 - 012050 \*\*NOTAR VEHICLE LICENSES\*\*  
 \*\* NOTAR VEHICLE LICENSES \*\*  
 KEYSIE NICHELLE BANKS NOTAR VEHICLE LICENSES-2017 10/03/2016 25.00  
 FRANK ANDREW BARNEY \* NOTAR VEHICLE LICENSES-2017 10/04/2016 25.00  
 FRANK ANDREW BARNEY \* NOTAR VEHICLE LICENSES-2017 10/04/2016 22.00  
 72.00 \*  
 72.00  
 TOTAL

DEPT 5 - 012030 \*\*PERMITS AND OTHER LICENSES\*\*  
 \*\* PERMITS AND OTHER LICENSES \*\*  
 GRIZZARD HOMES & BLDG. BUILDING PERMITS 10/06/2016 40.47  
 40.47 \*  
 40.47  
 TOTAL

DEPT 5 - 011010 \*\*WARD OF SUPERVISORS\*\*  
 \*\*WARD OF SUPERVISORS\*\*  
 MARTEE BAILEY & ASSOCIATE PROFESSIONAL SERVICES 3651 9/27/2016 750.00  
 TULFANE, INC. TELECOMMUNICATIONS 253561 10/02/2016 93.95  
 93.95 \*  
 93.95 \*  
 33.48  
 336.40  
 359.80 \*  
 1,203.63  
 TOTAL

DEPT 5 - 012100 \*\*EXECUTIVE ADMINISTRATION\*\*  
 \*\*EXECUTIVE ADMINISTRATION\*\*  
 SPRINT TELECOMMUNICATIONS 921358402/0916 9/15/2016 12.05  
 12.05 \*  
 43.48  
 51.32  
 28.27  
 201.08  
 17.02  
 382.57 \*  
 107.01  
 187.01 \*  
 461.63  
 TOTAL

DEPT 5 - 012100 \*\*EXECUTIVE ADMINISTRATION\*\*  
 \*\*EXECUTIVE ADMINISTRATION\*\*  
 DEJESSE BANKS-CROTHER TRAVEL & TRAINING 10/03/2016 43.48  
 ERAT 51603 TRAVEL & TRAINING 9/27/2016 51.32  
 ERAT 51603 TRAVEL & TRAINING 9/28/2016 28.27  
 DEPT 51603 TRAVEL & TRAINING 9/29/2016 201.08  
 ERAT 51603 TRAVEL & TRAINING 9/27/2016 17.02  
 382.57 \*  
 107.01  
 187.01 \*  
 461.63  
 TOTAL

ACCOUNTS PAYABLE LIST  
 COUNTY OF SHERBORN  
 DEPT # - 01210 EXECUTIVE ADMINISTRATION

10/11/2015  
 FUND 3 - 001 GENERAL FUND EXPENDITURES

VENUE NAME	CORPORATION	DESCRIPTION	INVOICE #	INVOICE DATE	SS	PAY \$*
CLAYTON & CLAY		*COUNTY ATTORNEY*	12539	9/30/2016	1,936.74	
		PROFESSIONAL SERVICES			1,936.74 *	
GERY LOCKE ATTORNEY		SUPPLEMENTAL LEGAL SERVICES	2398347048	9/21/2016	847.50	
					847.50 *	
		TOTAL			2,784.24	
DEPT # - 01210 COMMISSIONER OF REVENUE*						
SPRINT		*COMMISSIONER OF REVENUE*	92135840270916	9/15/2016	7.54	
		TELECOMMUNICATIONS			7.54 *	
GRAY 2175		TRAVEL & TRAINING	HILBER 092516	9/25/2016	404.49	
					404.49 *	
GOUL CORPORATION		APP SUPPLIES	9397237	9/22/2016	98.48	
					98.48 *	
		TOTAL			510.51	
DEPT # - 01210 TREASURER*						
BUS DIRECT COMPANY		STRESCORER	104702	9/28/2016	1,936.29	
		PASAL SERVICES			95.80	
BUS DIRECT COMPANY		FESTAL SERVICES	164426	9/27/2016	2,832.09	
					8.41 *	
SPRINT		TELECOMMUNICATIONS	92135840270916	9/15/2016	8.41	
					8.41 *	
BBW		FEES: DRV CHARGES	7016274685	9/30/2016	500.00	
					500.00 *	
		TOTAL			2,540.50	
DEPT # - 01210 FINANCE*						
SPRINT		FINANCE	92135840270916	9/15/2016	4.98	
		TELECOMMUNICATIONS			4.98 *	
GOUL CORPORATION		OFFICE SUPPLIES	9511009	9/27/2016	2.49	
					2.49 *	
		TOTAL			7.47	
DEPT # - 01210 INFORMATION TECHNOLOGY*						
ALLIANCE TECHNOLOGY GROUP		*INFORMATION TECHNOLOGY*	8060851	9/28/2016	285.00	
		PROFESSIONAL SERVICES			285.00 *	
SPRINT		TELECOMMUNICATIONS	92135840270916	9/15/2016	1.81	
					1.81 *	

FROM DATE-10/17/2016  
TO DATE- 10/19/2016  
FUND # - 001 GENERAL FUND EXPENDITURES  
DEPT # - 01210 INFORMATION TECHNOLOGY

10/11/2016  
AP 375  
FUND # - 001 GENERAL FUND EXPENDITURES  
DEPT # - 01210 INFORMATION TECHNOLOGY

VENUE NAME	CHARGE ID	DEPARTMENT	INVOICE	DATE	NO	PAY	AMOUNT
LIBRARY COMMUNITY 50549	OFFICE SUPPLIES	01210	10/03/2016		37.72	*	37.72
DALL COMPUTER CORP	REPAIR & MAINTENANCE SUPPLIES	KK100F009	9/14/2016		37.72	*	37.72
DALL COMPUTER CORP	REPAIR & MAINTENANCE SUPPLIES	KK100F013	9/14/2016		52.00		52.00
ALLIANCE TECHNOLOGY GROUP	SOFTWARE LICENSES	0000551	9/28/2016		489.16	*	489.16
					722.50	*	722.50
					722.50	*	722.50
					1,546.19		1,546.19
TOTAL							

DEPT # - 01310 ELECTORAL BOARD - REGISTRARS

VENUE NAME	CHARGE ID	DEPARTMENT	INVOICE	DATE	NO	PAY	AMOUNT
ELECTORAL BOARD - REGISTRARS	ELECTRICITY	0170262505/0016	8/30/2016		32.00		32.00
ORIGINION VIRGINIA POWER	ELECTRICITY	083060002/0016	8/26/2016		6.59		6.59
ORIGINION VIRGINIA POWER	ELECTRICITY	0833197942/0016	9/30/2016		19.36		19.36
SPRINT	TELECOMMUNICATIONS	921359482/0016	8/15/2016		57.95	*	57.95
					.05	*	.05
					58.00		58.00
TOTAL							

DEPT # - 02110 AIRCRAFT DIVISION

VENUE NAME	CHARGE ID	DEPARTMENT	INVOICE	DATE	NO	PAY	AMOUNT
COUNTY COURTS							
FRESTON BATTLE	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
DANNY MILLER	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
FRITZ B. BROWN	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
JERRY B. BROWN	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
LENNY WEAVER	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
GERARD W. HUGH	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
DANIEL BRENNE	BOARDS & COMMISSIONS	10052016	10/01/2016		30.00		30.00
TREASURER OF VIRGINIA							
DEPT EXPENSE	JURY EXPENSES	08023	08/11/2016		90.00	*	90.00
MARK A. BRADIC	JURY EXPENSES	08292016	10/03/2016		20.72		20.72
LEONATHY A. BARKS	JURY EXPENSES	08292016	9/29/2016		30.00		30.00
MARIA A. FERGUSON	JURY EXPENSES	08292016	9/29/2016		30.00		30.00
ED BRUNDEL D. CASALAN	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
TRAY C. RAY	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
PAUL R. GUY	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
COURTNEY A. WIGORS	JURY EXPENSES	08292016	9/29/2016		60.00		60.00
STACY LEE KINS	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
RUSSELL A. LUCAS	JURY EXPENSES	08292016	9/29/2016		60.00		60.00
JAYCE S. BARNHART	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
JUDY C. MATHEWS	JURY EXPENSES	08292016	9/29/2016		60.00		60.00
WILLIAM D. McFERSON	JURY EXPENSES	08292016	9/29/2016		60.00		60.00
SEYMOUR H. RUDOLPH, JR.	JURY EXPENSES	08292016	9/29/2016		90.00		90.00
CAROLIE A. RUDOLPH	JURY EXPENSES	08292016	9/29/2016		30.00		30.00

10/11/2016  
 FROM DATE-10/11/2016  
 TO DATE- 10/18/2016  
 #P175  
 FUND # - 001  
 \*GENERAL FUND EXPENDITURES\*

ACCOUNTS PAYABLE LIST  
 COUNTY OF GREENVILLE  
 DEPT # - 00100 \*CINCINNATI CHURCH\*

MEMBER NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT
WILLIE B WAREHAM		JURY EXPENSE	09292016	9/29/2016	30.00
NICK W HOSLEY		JURY EXPENSE	09292016	9/29/2016	90.00
RODNEY KEITH HOSLEY		JURY EXPENSE	09292016	9/29/2016	90.00
JERRY L PAIR		JURY EXPENSE	09292016	9/29/2016	60.00
JULIA S PAIR		JURY EXPENSE	09292016	9/29/2016	30.00
BRUNELIA PATR		JURY EXPENSE	09292016	9/29/2016	30.00
HONEY PARKER		JURY EXPENSE	09292016	9/29/2016	90.00
ANGELA PARKER		JURY EXPENSE	09292016	9/29/2016	60.00
KRISTIN FELTY		JURY EXPENSE	09292016	9/29/2016	60.00
WENDY J BOHNN		JURY EXPENSE	09292016	9/29/2016	90.00
ALLISON Y PHILLIPS		JURY EXPENSE	09292016	9/29/2016	90.00
GERARD PUGH		JURY EXPENSE	09292016	9/29/2016	60.00
TAMMY W SANDERS		JURY EXPENSE	09292016	9/29/2016	90.00
SCILLA D SASSETT		JURY EXPENSE	09292016	9/29/2016	90.00
SARREL SELWEN SR		JURY EXPENSE	09292016	9/29/2016	90.00
SHIRLEY L SQUIRE		JURY EXPENSE	09292016	9/29/2016	90.00
JERRIE B TEMPLE		JURY EXPENSE	09292016	9/29/2016	90.00
TRACI J THOMPSON		JURY EXPENSE	09292016	9/29/2016	90.00
ANGELA R SQUIRE TURNER		JURY EXPENSE	09292016	9/29/2016	90.00
JANET R TURNER		JURY EXPENSE	09292016	9/29/2016	90.00
HELENE BRYANT		JURY EXPENSE	09292016	9/29/2016	90.00
PATTY S WATSON		JURY EXPENSE	09292016	9/29/2016	90.00
B ARTHUR WILSON		JURY EXPENSE	09292016	9/29/2016	90.00
MARGERYON WALNER JR		JURY EXPENSE	09292016	9/29/2016	90.00
RICHARD F WATSON		JURY EXPENSE	09292016	9/29/2016	90.00
ELLEN W WERE		JURY EXPENSE	09292016	9/29/2016	90.00
CYNTHIA R WHITAKER		JURY EXPENSE	09292016	9/29/2016	90.00
DEBORAH R WILLIAMS		JURY EXPENSE	09292016	9/29/2016	90.00
CYNTHIA R WILSON		JURY EXPENSE	09292016	9/29/2016	90.00
JANITA L WRIGHT		JURY EXPENSE	09292016	9/29/2016	90.00
STACEY L COLLIS		JURY EXPENSE	09292016	9/29/2016	90.00
ROBERT L CARROLL		JURY EXPENSE	09292016	9/29/2016	90.00
SUSAN D CARROLL		JURY EXPENSE	09292016	9/29/2016	90.00
SHEREE BRITTON-CARPINE		JURY EXPENSE	09292016	9/29/2016	90.00
MEMOR CORPORATION		MAINTENANCE CONTRACTS	066307804	10/01/2016	3,230.72 *
SPAIN		TELECOMMUNICATIONS	92135842/0716	9/15/2016	46.10 *
GENERAL DISTRICT COUNTY		LEGAL FEES	757374	9/26/2016	6.48
MEMOR CORPORATION		MAINTENANCE CONTRACTS	066307790	10/01/2016	6.48 *
				TOTAL	3,493.30

DEPT # - 00100 \*GENERAL DISTRICT CHURCH\*

GENERAL DISTRICT COUNTY  
 LEGAL FEES

MEMOR CORPORATION  
 MAINTENANCE CONTRACTS

ACCOUNTS PAYABLE LIST  
 COUNTY OF SHELBYVILLE  
 DEPT # - 02100 GENERAL DISTRICT COURT

FROM DATE-10/17/2016  
 TO DATE- 10/19/2016  
 FUND # - 001 GENERAL FUND EXPENDITURES\*

MEMOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON	TELECOMMUNICATIONS	TELECOMMUNICATIONS	348-366240916	9/28/2016	47.62
VERIZON	TELECOMMUNICATIONS	TELECOMMUNICATIONS	348-3729	9/28/2016	151.63
SPRINT-EQUIPMENT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	6528809070914	9/22/2016	67.73
SPRINT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	6425522070916	9/22/2016	22.40
SPRINT EQUIPMENT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	6528809070916	9/22/2016	17.30
SPRINT EQUIPMENT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	92154104671016	10/09/2016	17.78
SPRINT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	92155940270916	9/15/2016	9.20
					333.66 *
DARSON BURGERS, JR.	OFFICE & ASSOCIATIONS	OFFICE & ASSOCIATIONS	10012016	10/03/2016	50.00
					50.00 *
BULL CORPORATION	OFFICE SUPPLIES	OFFICE SUPPLIES	273476 04	9/01/2016	170.31-
BULL CORPORATION	OFFICE SUPPLIES	OFFICE SUPPLIES	8936319	9/07/2016	18.29
BULL CORPORATION	OFFICE SUPPLIES	OFFICE SUPPLIES	8948359	9/07/2016	37.58
BULL CORPORATION	OFFICE SUPPLIES	OFFICE SUPPLIES	9274665	9/19/2016	357.98
					245.54 *
					782.62

TOTAL

DEPT # - 021400 WALKER, CIRCUIT COURT\*

WALKER, CIRCUIT COURT*	WALKER, CIRCUIT COURT*	WALKER, CIRCUIT COURT*	086307805	10/01/2016	46.10
					46.10 *
SPRINT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	92135840270926	9/15/2016	7.06
					7.06 *
					53.16

TOTAL

DEPT # - 021100 COMMERCIAL/3 ATTORNEY\*

ALLIANCE TECHNOLOGY GROUP	COMMERCIAL/3 ATTORNEY*	COMMERCIAL/3 ATTORNEY*	0000551	9/28/2016	109.50
					109.50 *
FINE-A CORPORATION	REPAIR & MAINTENANCE SERVICES	REPAIR & MAINTENANCE SERVICES	57530	9/20/2016	31.50 *
					31.50 *
SHRINER ORIGINIA FURER	ELECTRICAL SERVICES	ELECTRICAL SERVICES	35687902070914	9/12/2016	74.78
SHRINER ORIGINIA FURER	ELECTRICAL SERVICES	ELECTRICAL SERVICES	88094941270916	9/12/2016	434.52
					509.30 *
CITY OF ESPRINA	WATER & SEWER SERVICES	WATER & SEWER SERVICES	83626 70916	9/30/2016	122.02
CITY OF ESPRINA	WATER & SEWER SERVICES	WATER & SEWER SERVICES	83627 70916	9/30/2016	42.46
					165.28 *
SPRINT	TELECOMMUNICATIONS	TELECOMMUNICATIONS	92135840270916	9/15/2016	32.31
					32.31 *
ROCK AMERICA'S CORP.	LEASE OF EQUIPMENT	LEASE OF EQUIPMENT	21050043	9/16/2016	276.38
ROCK AMERICA'S CORP.	LEASE OF EQUIPMENT	LEASE OF EQUIPMENT	504438229	9/11/2016	211.92
					487.40 *
ORAT #754	TRAVEL & TRAINING	TRAVEL & TRAINING	CWLD 68006609	8/16/2016	400.00
JULIO C. SCHNEFFEL	TRAVEL & TRAINING	TRAVEL & TRAINING	09202016	9/30/2016	126.52
PHILLIP W. NICHOLS	TRAVEL & TRAINING	TRAVEL & TRAINING	10032816	10/03/2016	145.80
					672.32 *
					2,007.61

TOTAL







ACCOUNTS PAYABLE LIST  
 COUNTY OF GREENSBVILLE  
 DEPT 5 - 04200 SCHEDULED SITES\*

12/11/2016  
 FROM DATE - 10/17/2016  
 TO DATE - 10/10/2016  
 FUND 5 - 001 GENERAL FUND ENCUMBRANCES\*\*

MEMBER NAME	CHARGE TO	RECEIPT#	INVOICE#	INVOICE DATE	AMOUNT
CAPITAL INVESTMENT	REPAIR & MAINTENANCE SUPPLIES		802669733001	9/21/2016	178.80
SMITHS UTILITIES, INC.	REPAIR & MAINTENANCE SUPPLIES		87282016	9/28/2016	416.70
					619.50 *
SMITHS UTILITIES, INC.	VEHICLE SUPPLIES		1475730	9/30/2016	95.20
REPAIR INFORMATION, INC.	VEHICLE SUPPLIES		326274003	9/30/2016	494.82
FUEL FREIGHT CARD	VEHICLE SUPPLIES		0152238	9/30/2016	352.54
				TOTAL	944.56 *
					3,684.94
DEPT 5 - 04200 REFUSE DISPOSAL**					
TREASURER OF GREENSBVILLE	PAVEMENT TO SHEET		10832016	10/09/2016	9,872.36
				TOTAL	9,872.36 *
					2,872.36
DEPT 5 - 04200 SCHEDULED SITES & GROUNDWORK*					
FIRE-1 CORPORATION	UTILITIES & GROUNDWORK		575299	9/20/2016	4.50
FIRE-1 CORPORATION	REPAIR & MAINTENANCE SERVICES		575303	9/28/2016	63.00
ARONDEX WATER SEED INC	REPAIR & MAINTENANCE SERVICES		4756496	9/22/2016	15.75
					63.25 *
CHEN-SHUN	MAINTENANCE CONTRACTS		2454774	9/25/2016	129.63
					129.63 *
BARRISON VIRGINIA POWER	ELECTRICITY		5839727251/0916	9/30/2016	22.03
					22.03 *
CITY OF EMPORIA	WATER & SEWER		23530/093016	9/30/2016	64.46
CITY OF EMPORIA	WATER & SEWER		23530/093016	9/30/2016	128.73
CITY OF EMPORIA	WATER & SEWER		23530/ 0916	9/30/2016	361.02
					554.21 *
SPRINT	TELECOMMUNICATIONS		92135802/0916	9/15/2016	165.76
					165.76 *
HOOPER WATER SEED INC	VEGETATION REMOVAL		4736695	9/22/2016	109.90
HOOPER WATER SEED INC	VEGETATION REMOVAL		47399483	9/29/2016	109.91
					219.81 *
SOUTHSIDE VIRGINIA	TARPS & TREATING		6008013395	9/21/2016	1,004.06
					1,004.06 *
CITY AUTO SUPPLY, INC.	REPAIR & MAINTENANCE SUPPLIES		336803	9/26/2016	2.94
CITY AUTO SUPPLY, INC.	REPAIR & MAINTENANCE SUPPLIES		336853	9/29/2016	3.71
CITY AUTO SUPPLY, INC.	REPAIR & MAINTENANCE SUPPLIES		337316	10/04/2016	11.57
CITY AUTO SUPPLY, INC.	REPAIR & MAINTENANCE SUPPLIES		337303	10/05/2016	28.21
BARBATTI CORPORATION	REPAIR & MAINTENANCE SUPPLIES		8246766	9/27/2016	31.46
LAURELVILLE ROADERS	REPAIR & MAINTENANCE SUPPLIES		816426880	10/09/2016	49.86
FIRE-1 CORPORATION	REPAIR & MAINTENANCE SUPPLIES		575303	9/28/2016	144.40
					264.17 *
				TOTAL	2,442.92



12/11/2016 FROM DATE-12/17/2016 ACCOUNTS PAYABLE LIST  
 09375 TO DATE- 12/18/2016 COUNTY OF GREENSBILLE  
 7880 # - 001 GENERAL FUND EXPENDITURES DEPT # - 02400 MAINTENANCE BUILDINGS

VENOR NAME	COURSE ID	DESCRIPTION	INVOICE #	INVOICE DATE	\$#	PAY \$#
FINE-N CORPORATION		REPAIR & MAINTENANCE SERVICES	575309	9/20/2016	94.50	*
YELPSE, INC.		TELECOMMUNICATIONS	252531	10/02/2016	74.50	*
VERIAC		TELECOMMUNICATIONS	92135840270914	9/15/2016	59.95	*
					.17	*
PLAN 5 PAINT & SUPPLIES		REPAIR & MAINTENANCE SUPPLIES	7101	9/21/2016	60.12	*
PLAN 5 PAINT & SUPPLIES		REPAIR & MAINTENANCE SUPPLIES	7333	9/22/2016	44.95	*
FINE-N CORPORATION		REPAIR & MAINTENANCE SUPPLIES	575309	9/20/2016	84.65	*
					45.70	*
		TOTAL			175.30	*
					339.87	*

DEPT # - 051100 SHELBY HEALTH DEPARTMENT\*

SPRINT		LOCAL HEALTH DEPARTMENT*				
		TELECOMMUNICATIONS	92135840270916	9/15/2016	56.07	*
		TOTAL			56.07	*

DEPT # - 071400 KATIE GOLDEN LEAF CHURCH\*\*

SPRINT		REPAIR & MAINTENANCE SERVICES	92135840270916	9/15/2016	3.16	*
		TELECOMMUNICATIONS			3.16	*
WILL CORPORATION		OFFICE SUPPLIES	9160083	9/15/2016	15.00	*
WILL CORPORATION		OFFICE SUPPLIES	9107094	9/15/2016	64.73	*
		TOTAL			79.73	*
					92.89	*

DEPT # - 073100 SHELBY COUNTY LIBRARY

CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	9.25	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	67.50	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	145.28	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	150.00	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	13.50	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	13.43	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SERVICES	09302016	9/30/2016	195.00	*
CITY OF ESPERVA		ELECTRICITY	09302016	9/30/2016	499.08	*
CITY OF ESPERVA		WATER & SEWER	09302016	9/30/2016	499.08	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SUPPLIES	337189	10/03/2016	33.98	*
CITY OF ESPERVA		REPAIR & MAINTENANCE SUPPLIES	337481	10/03/2016	3.18	*
					2.99	*
		TOTAL			6.17	*
					1,133.19	*



10/11/2016 FROM DATE-10/17/2016 ACCOUNTS PAYABLE LIST  
 0975 YE END- 10/15/2016 COUNTY OF GREENVILLE  
 FUND 5 - 010 GREENVILLE FIRE DEPT EXPENSES DEPT 4 - 02200 GREENVILLE FIRE DEPT

VENOR NAME	ORIGIN ID	DESCRIPTION	INVOICE	DATE	\$\$\$ PAY \$\$\$
DEPT 4 - 02200 GREENVILLE FIRE DEPT**					
GREENVILLE FIRE DEPT**		REPAIRS & MAINTENANCE SERVICES	6517	9/25/2016	205.00
TAPE ENGINEERING SYSTEMS		REPAIRS & MAINTENANCE SERVICES	1810093	9/29/2016	520.00
BOXTON VENTURA POWER		ELECTRICAL	0515191479916	9/30/2016	885.00 *
CITY OF EMPORIA		WATER/SEWER/WASTE SERVICES	84520 /093016	9/30/2016	10.77 *
WESTCO		TELECOMMUNICATIONS	636-7340	9/30/2016	628.12
CITY OF EMPORIA		TELECOMMUNICATIONS	09302016	9/30/2016	628.12 *
TELEAGE, INC.		TELECOMMUNICATIONS	252491	10/02/2016	177.12
CITY OF EMPORIA		INSURANCE - VEHICLES	09302016	9/30/2016	18
CITY AUTO SUPPLY, INC.		REPAIR & MAINTENANCE SUPPLIES	336345	9/22/2016	59.99
CITY AUTO SUPPLY, INC.		REPAIR & MAINTENANCE SUPPLIES	337175	10/03/2016	167.29 *
PLAN & PRINT &		REPAIR & MAINTENANCE SUPPLIES	7155	9/26/2016	302.50
FARM & LAWN SERVICE		REPAIR & MAINTENANCE SUPPLIES	167205	9/30/2016	388.50 *
HOWLANDS BROTHERS, INC.		REPAIR & MAINTENANCE SUPPLIES	10062016	10/03/2016	46.24
PARKER OIL COMPANY, INC.		VEHICLE/MOTORED EQUIP SUPPLIES	29066	10/04/2016	2.99
TOTAL					2,572.02
DEPT 4 - 09600 MADEBY SERVICES**					
**MADEBY SERVICES**					
CITY OF EMPORIA		DEPT SERVICE - 2012 PAPER	09302016	9/30/2016	3,091.30
CITY OF EMPORIA		DEPT SERVICE - 080015	09302016	9/30/2016	3,090.30 *
TOTAL					1,259.47
TOTAL					1,259.47 *
FUND TOTAL					4,349.95
TOTAL					6,922.67



10/11/2016 FROM DATE-10/17/2016 ACCOUNTS PAYABLE LIST  
 09375 TO DATE- 10/18/2016 COUNTY OF GREYSVILLE  
 FUND # - 017 MARSHALL RESERVE DEPT # - 042600 SHELFR

VENOR NAME	CHANGE TO	DESCRIPTOR	INVOICE#	INVOICE DATE	AMOUNT
BARBER AGEN ASSOCIATES		PROP. SERVICES, ENGINEERING	2016000412	07/31/2016	153.00 *
LEAHODE TRANSPORT, INC.		LEAHODE DISPOSAL	7082	9/28/2016	153.00 *
LEAHODE TRANSPORT, INC.		LEAHODE DISPOSAL	7084	9/28/2016	950.00
					2,775.00
CYSTAL SPRINGS		CONTRACTUAL SERV-WATER TOWER	3457359092016	9/28/2016	3,675.00 *
STANDARD SERVICES		CONTRACTUAL SERV-WATER TOWER	2063049	9/16/2016	69.71
					0.95
					78.16 *
CARVED MACHINERY CO. INC		REPAIR & MAINTENANCE SERVICES	0622468	9/28/2016	15,789.06
CARTELL MACHINERY CO. INC		REPAIR & MAINTENANCE SERVICES	0265567	9/30/2016	693.07
YIFE-K CORPORATION		REPAIR & MAINTENANCE SERVICES	573305	9/28/2016	188.20
ASHBROOK UNIFORM SERV INC		REPAIR & MAINTENANCE SERVICES	47366448	9/22/2016	13.52
ASHBROOK UNIFORM SERV INC		REPAIR & MAINTENANCE SERVICES	47399476	9/29/2016	13.52
ASHBROOK UNIFORM SERV INC		REPAIR & MAINTENANCE SERVICES	47422383	10/06/2016	13.52
					16,609.89 *
HECKLERBROS ELECTRIC COOP		ELECTRICAL	367030100/0216	9/19/2016	179.53
					179.53 *
ASHBROOK UNIFORM SERV INC		UNIFORM RENTAL	47366448	9/22/2016	61.66
ASHBROOK UNIFORM SERV INC		UNIFORM RENTAL	47399476	9/27/2016	50.22
ASHBROOK UNIFORM SERV INC		UNIFORM RENTAL	47422383	10/06/2016	50.22
					162.10 *
COMBILIGN SUPPLIAGE		OFFICE SUPPLIES	62429	10/02/2016	250.00 *
FARM & LEAS SERVICE		REPAIR & MAINTENANCE SUPPLIES	170897	10/06/2016	250.00 *
LAFAYETTEVILLE AUTO PARTS		REPAIR & MAINTENANCE SUPPLIES	70055	9/28/2016	6.32
ABC3 CASES		REPAIR & MAINTENANCE SUPPLIES	01820721	9/29/2016	161.90
					130.94
					299.10 *
SCOTER BROS. BIL CO., INC		VEHICLE SUPPLIES	172513	9/30/2016	121.74
					121.76 *
POSSER DIE COMPANY, INC.		HEAVY EQUIPMENT SUPPLIES	18350	9/23/2016	804.89
WEE AUTO SUPPLY		HEAVY EQUIPMENT SUPPLIES	186887	10/04/2016	242.98
					1,047.07 *
		TOTAL			22,446.59
		FUND TOTAL			22,446.59

10/11/2016 FUND DATE 10/27/2016  
 07375 FUND - 10/10/2016  
 FUND # - 016 HANCOCK COMMUNITY CORRECTIONS: PRETRIAL

ACCOMMS PAYABLE LIST  
 COUNTY OF GREENSBLE  
 DEPT # - 03300 COMMUNITY CORRECTIONS: PRETRIAL

VENOR NAME	COURSE ID	DESCRIPTION	AMOUNT	DATE	AMOUNT
*COMMUNITY CORRECTIONS: PRETRIAL*					
DEBRA K. CLEMENTS		TRAVEL & SUBSISTENCE	09122016	9/13/2016	88.56 *
DEBRA K. CLEMENTS		SUPPLIES & OTHER OPERATING EXP	09282016	9/28/2016	88.56 *
SPRINT		SUPPLIES & OTHER OPERATING EXP	921454120/0916	9/15/2016	4.16
0807 87264		SUPPLIES & OTHER OPERATING EXP	AMAZON 8716	9/28/2016	26.25
0807 87264		SUPPLIES & OTHER OPERATING EXP	AMAZON 0916	9/28/2016	7.09
TREASURER OF VIRGINIA		EQUIPMENT	730311	9/29/2016	25.13
		TOTAL			166.51

VENOR NAME	COURSE ID	DESCRIPTION	AMOUNT	DATE	AMOUNT
*COMMUNITY CORRECTIONS: PRETRIAL*					
DEBRA K. CLEMENTS		TRAVEL & SUBSISTENCE	09122016	9/13/2016	88.56 *
DEBRA K. CLEMENTS		SUPPLIES & OTHER OPERATING EXP	09282016	9/28/2016	88.56 *
SPRINT		SUPPLIES & OTHER OPERATING EXP	921454120/0916	9/15/2016	4.16
0807 87264		SUPPLIES & OTHER OPERATING EXP	AMAZON 8716	9/28/2016	26.25
0807 87264		SUPPLIES & OTHER OPERATING EXP	AMAZON 0916	9/28/2016	7.09
TREASURER OF VIRGINIA		EQUIPMENT	730311	9/29/2016	25.13
		TOTAL			166.49

Approved: \_\_\_\_\_  
 Signed: Alice Wilkey 10/11/2016  
 Title: Finance Supervisor Date

FUND TOTAL 333.00  
 TOTAL ONE 430,658.97

FUND NR.	DESCRIPTION	AMOUNT
001	GENERAL FUND EXPENDITURES	540,271.41
010	GREENSVILLE FIRE DEPT EXPENSES	56,922.87
012	REFUSE	585.22
017	PUBLIC UTILITIES	572,495.89
018	WATER SUPPLY	533.00
	TOTAL	930,458.99

**Project Agreement for Use of  
Commonwealth Transportation Funds  
Fiscal Year 2017  
Six Year Improvement Program Approved Project  
Grant Number 72017-10**

This Project Agreement (“Agreement”), effective July 1, 2016, by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and Greensville County (“Grantee”) (collectively the “Parties”), is for the provision of funding for Fiscal Year 2017 operating assistance (“Project”).

WHEREAS, the Grantee submitted an application to the Department for funding in the Fiscal Year 2017 Six Year Improvement Program for the Operating Assistance Program; and

WHEREAS, the Department has approved funding for the Project; and

WHEREAS, on June 14, 2016, the Commonwealth Transportation Board (“CTB”) allocated funding for the Project; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of each Party, the manner of performing the necessary Work, the method and time of payment, and to set out additional conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

**ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET**

1. The Work under the terms of this Agreement is as follows:
  - a. Fiscal Year 2017 operating assistance.
2. The Department agrees to provide funding as detailed below:
  - a. State grant funding in the amount of \$8,516 for the Project approved in the Fiscal Year 2017 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, which is attached and made a part of this Agreement.
3. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly of Virginia and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT  
FOR USE OF COMMONWEALTH FUNDS**

The Parties agree to incorporate the Master Agreement for Use of Commonwealth Transportation Funds, dated July 11, 2016, as if set out in full herein.

*This space intentionally left blank*

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: \_\_\_\_\_  
Director

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Appendix 1**

**Grantee: Greenville County**

**Project: Fiscal Year 2017 Operating Assistance**

**State Project Agreement**

**Project Number: 72017-10**

**Project Start Date: July 1, 2016**

**Project Expiration Date: June 30, 2017**

**Operating Assistance Payment Schedule**

<b>Payment No.</b>	<b>Estimated Payment Date</b>	<b>Payment Amount</b>
1	July 15, 2016	\$8,516
<b>TOTAL GRANT AMOUNT</b>		<b>\$8,516</b>

In no event shall this grant exceed \$8,516.

**Project Agreement for Use of  
Commonwealth Transportation Funds  
Fiscal Year 2017  
Six Year Improvement Program Approved Project  
Federal Transit Administration Grant Number VA-2016-028-00  
Grant Number 42017-25**

This Project Agreement (“Agreement”), effective July 1, 2016, by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and Greensville County (“Grantee”) (collectively, the “Parties”), is for the provision of funding for the purchase of two 14-passenger body on chassis vehicles with wheelchair lifts (“Project”).

WHEREAS, on September 19, 2016, the Federal Transit Administration (“FTA”) approved funding for the Project; and

WHEREAS, on June 14, 2016, the Commonwealth Transportation Board (“CTB”) allocated funding for the Project; and

WHEREAS, the Department provides state matching funds to Federal funds for approved projects in the Six Year Improvement Program; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of each Party, the manner of performing the necessary Work, the method and time of payment, and to set out additional conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

**ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET**

1. The Work under the terms of this Agreement is as follows:
  - a. Purchase of two 14-passenger body on chassis vehicles with wheelchair lifts.
2. The Department agrees to provide funding as detailed below:
  - a. State grant funding in the amount of \$22,400 to match Federal funds for the Project approved in the Fiscal Year 2017 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, attached and made a part of this Agreement.
3. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly of Virginia and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT  
FOR USE OF COMMONWEALTH FUNDS**

The Parties agree to incorporate the Master Agreement for Use of Commonwealth Transportation Funds, dated July 11, 2016, as if set out in full herein.

*This space intentionally left blank*

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: \_\_\_\_\_  
Director

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

## Appendix 1

**Grantee: Greenville County**

**Project: Purchase of Two 14-Passenger Body on Chassis Vehicles  
with Wheelchair Lifts**

**FTA Grant Number VA-2016-028-00**

**Capital Project Agreement**

**Project Number: 42017-25**

**Project Start Date: July 1, 2016**

**Project Expiration Date: February 28, 2017**

<b>Fund Code</b>		<b>Item Amount</b>
477	Grant Amount (State share of Project cost -16 %)	\$ 22,400
401	Federal expense (share of Project cost - 80%)	\$112,000
1400	Local expense (share of Project cost - 4%)	\$ 5,600
	Total Project Expense	\$140,000

In no event shall this grant exceed \$22,400. The Department shall have a contingent interest in these capital items commensurate with the investment of grant funding.

**Project Agreement for Use of  
Commonwealth Transportation Funds  
Fiscal Year 2017  
Six Year Improvement Program Approved Project  
Federal Transit Administration Grant Number VA-2016-028-00  
Grant Number 42017-26**

This Project Agreement (“Agreement”), effective July 1, 2016, by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and Greensville County (“Grantee”) (collectively, the “Parties”), is for the provision of funding for the purchase of bus route signage (“Project”).

WHEREAS, on September 19, 2016, the Federal Transit Administration (“FTA”) approved funding for the Project; and

WHEREAS, on June 14, 2016, the Commonwealth Transportation Board (“CTB”) allocated funding for the Project; and

WHEREAS, the Department provides state matching funds to Federal funds for approved projects in the Six Year Improvement Program; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of each Party, the manner of performing the necessary Work, the method and time of payment, and to set out additional conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

**ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET**

1. The Work under the terms of this Agreement is as follows:
  - a. Purchase of bus route signage.
2. The Department agrees to provide funding as detailed below:
  - a. State grant funding in the amount of \$480 to match Federal funds for the Project approved in the Fiscal Year 2017 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, attached and made a part of this Agreement.
3. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly of Virginia and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT  
FOR USE OF COMMONWEALTH FUNDS**

The Parties agree to incorporate the Master Agreement for Use of Commonwealth Transportation Funds, dated July 11, 2016, as if set out in full herein.

*This space intentionally left blank*

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: \_\_\_\_\_  
Director

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Appendix 1**

**Grantee: Greenville County**

**Project: Purchase of Bus Route Signage**

**FTA Grant Number VA-2016-028-00**

**Capital Project Agreement**

**Project Number: 42017-26**

**Project Start Date: July 1, 2016**

**Project Expiration Date: June 30, 2017**

<b>Fund Code</b>		<b>Item Amount</b>
478	Grant Amount (State share of Project cost - 16 %)	\$ 480
401	Federal expense (share of Project cost - 80%)	\$2,400
1400	Local expense (share of Project cost - 4%)	\$ 120
	Total Project Expense	\$3,000

In no event shall this grant exceed \$480. The Department shall have a contingent interest in these capital items commensurate with the investment of grant funding.

**Project Agreement for Use of  
Commonwealth Transportation Funds  
Fiscal Year 2017  
Six Year Improvement Program Approved Project  
Federal Transit Administration Grant Number VA-2016-028-00  
Grant Number 42017-27**

This Project Agreement (“Agreement”), effective July 1, 2016, by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and Greensville County (“Grantee”) (collectively, the “Parties”), is for the provision of funding for the purchase of radios (“Project”).

WHEREAS, on September 19, 2016, the Federal Transit Administration (“FTA”) approved funding for the Project; and

WHEREAS, on June 14, 2016, the Commonwealth Transportation Board (“CTB”) allocated funding for the Project; and

WHEREAS, the Department provides state matching funds to Federal funds for approved projects in the Six Year Improvement Program; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of each Party, the manner of performing the necessary Work, the method and time of payment, and to set out additional conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

**ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET**

1. The Work under the terms of this Agreement is as follows:
  - a. Purchase of radios.
2. The Department agrees to provide funding as detailed below:
  - a. State grant funding in the amount of \$400 to match Federal funds for the Project approved in the Fiscal Year 2017 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, attached and made a part of this Agreement.
3. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly of Virginia and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT  
FOR USE OF COMMONWEALTH FUNDS**

The Parties agree to incorporate the Master Agreement for Use of Commonwealth Transportation Funds, dated July 11, 2016, as if set out in full herein.

*This space intentionally left blank*

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: \_\_\_\_\_  
Director

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Appendix I**

**Grantee: Greenville County**

**Project: Purchase of Radios**

**FTA Grant Number VA-2016-028-00**

**Capital Project Agreement**

**Project Number: 42017-27**

**Project Start Date: July 1, 2016**

**Project Expiration Date: February 28, 2017**

<b>Fund Code</b>		<b>Item Amount</b>
478	Grant Amount (State share of Project cost -16 %)	\$ 400
401	Federal expense (share of Project cost - 80%)	\$2,000
1400	Local expense (share of Project cost - 4%)	\$ 100
	Total Project Expense	\$2,500

In no event shall this grant exceed \$400. The Department shall have a contingent interest in these capital items commensurate with the investment of grant funding.

AGREEMENT  
FOR THE USE OF  
FEDERAL TRANSIT ADMINISTRATION  
SECTION 5311 FUNDS  
FISCAL YEAR 2017  
PROJECT 42517-07  
VA-2016-028-00  
GREENSVILLE COUNTY

<u>Section No.</u>	<u>Description</u>
	Introduction
1	Purpose and Source of Funds
2	Project Budget
3	Requisitions and Payments
4	Termination
5	Contracts of the Grantee
6	Restrictions, Prohibitions, Controls, and Labor Provisions
7	Liability Waiver
8	Compliance with Title VI of the Civil Rights Act of 1964
9	Incorporation of Provisions
10	Other FTA Requirements
Appendix A	Project Description and Budget
Appendix B	Restrictions, Prohibitions, Controls, and Labor Provisions
Appendix C	Title VI
Appendix D	Audit Guidelines

This Project Agreement (“Agreement”), effective July 1, 2016, by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and Greensville County (“Grantee”) (collectively, the “Parties”), is for the provision of funding for Fiscal Year 2017 operating assistance (“Project”).

WHEREAS, 49 U.S.C. § 5311 provides Federal assistance for public transportation in rural and small urban areas to encourage the maintenance, development, improvement and use of public transportation systems; and

WHEREAS, the Governor of the Commonwealth of Virginia, in accordance with a request by the Federal Transit Administration (“FTA”), has designated the Department to evaluate and select projects proposed by urbanized and non-urbanized areas, to coordinate the grant applications, and to monitor the progress of the projects; and

WHEREAS, the Parties wish to secure and utilize these grant funds to encourage the maintenance, development, improvement, and use of public transportation in small urban and rural areas of the Commonwealth of Virginia (“Commonwealth”).

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the Parties agree as follows.

**SECTION 1. Purpose and Source of Funds**

Provided that the terms of this Agreement are met, the Department agrees to make available to the Grantee the sum of \$27,650 in 49 U.S.C. § 5311 Federal funds to carry out the work activities described in the approved Project scope of work in Appendix A, attached and made a part of this Agreement. It is understood that in this Agreement, the Department is merely serving as the entity to distribute Federal government funding, and the funds provided in this Agreement are not Commonwealth funds.

## **SECTION 2. Project Budget**

The Project Budget is the latest requested by the Grantee and approved by the Department. The Project Budget is contained in the attached Appendix A and is made a part of this Agreement. The Grantee shall carry out the Project and shall incur obligations against and make disbursements of the Project funds only in conformity with the latest approved budget for the Project. Indirect costs are an allowable expense if they are based on a cost allocation plan that has been approved by the Department.

Federal funds provided in this Agreement are contingent upon FTA funding. In no event shall the Department be liable to the Grantee for any portion of the Federal share of the Project cost. The Department's responsibility for the Project cost shall be limited to the cost of coordination and processing of the Grantee's reimbursement requests to the FTA.

## **SECTION 3. Requisitions and Payments**

- a. Requests for Payment by the Grantee. The Grantee will make requests for payment of eligible costs as defined in 23 U.S.C. § 601. The request for payment will be for the Federal share of the total Project cost at the rate of Federal participation as shown in the Project Budget. In order to receive payments, the Grantee must:
1. Submit a reimbursement request in the OLGA Grants Management System to the Department; and
  2. Identify the source or sources of the non-Federal share of financial assistance under this Project from which the payment is to be derived.

- b. Upon receipt of satisfactory documentation, the Department will use all reasonable means to electronically transfer funds for the Federal share of allowable costs to the Grantee within 30 days.

#### **SECTION 4. Termination**

For convenience. The Department may terminate this Agreement at any time without cause by providing written notice to the Grantee of such termination.

Termination shall be effective on the date of the receipt of notice by the Grantee. In the event of such termination, the Grantee shall be compensated for allowable costs, as defined in the State Master Agreement, through the date of receipt of the written termination notice from the Department.

#### **SECTION 5. Contracts of the Grantee**

Without prior written authorization by the Department, the Grantee shall not: (1) assign any portion of the work to be performed under this Agreement; (2) execute any contract, amendment, or change order concerning this Agreement; or (3) obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement. Further, the Grantee may not issue a Request for Proposal (“RFP”) that uses 49 U.S.C. § 5311 funds without prior review and approval of the RFP by the Department.

#### **SECTION 6. Restrictions, Prohibitions, Controls, and Labor Provisions**

The Grantee shall comply with all of the restrictions, prohibitions, controls, and labor provisions set forth in Appendix B, attached and made a part of this Agreement.

**SECTION 7. Liability Waiver**

The Grantee hereby certifies that it is covered by and will keep in force a risk management policy from the Division of Risk Management or an insurance policy, or their equivalent, which protects the Commonwealth, the Department, and their officers, agents and employees against damage, injury, or any other loss caused by the negligence of the Grantee or its officers, agents or employees, which arise from the use of funds provided under this Agreement.

**SECTION 8. Compliance with Title VI of the Civil Rights Act of 1964**

The Grantee shall comply with the provisions of Title VI of the Civil Rights Act of 1964, and the provisions of Appendix C, attached and made a part of this Agreement.

**SECTION 9. Incorporation of Provisions**

The Grantee shall make all covenants and provisions of this Agreement a part of any contracts and subcontracts relating to the Project which utilize the funds provided in this Agreement. These covenants and provisions shall be made binding on any contractor, subcontractor, and their agents and employees. In addition, the following required provision shall be included in any advertisement for procurement for the Project:

Statement of Financial Assistance: This contract is subject to a financial assistance contract between the Commonwealth of Virginia and the United States Department of Transportation (“U.S. DOT”).

**SECTION 10. Other FTA Requirements**

- a. The Grantee shall comply with all applicable provisions of the FTA Master Agreement posted on the FTA website at [www.fta.dot.gov](http://www.fta.dot.gov).
- b. All funds made available by this Agreement are subject to audit by the Department or its designee, and by the FTA or its designee. Current audit guidelines for the Department are set forth in Appendix D, attached and made a part of this Agreement.

*This space intentionally left blank*

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by their duly authorized officers, all as of the day, month, and year first written.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: \_\_\_\_\_  
Director

Date Signed: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Appendix A: Project Description and Budget**

**Grantee: Greenville County**

**Project: Fiscal Year 2017 Operating Assistance**

**FTA Grant Number VA-2016-028-00**

**CFDA# 20509 Section 5311**

**Project Number: 42517-07**

**Project Start Date: July 1, 2016**

**Project Expiration Date: June 30, 2017**

<b>Fund Code</b>		<b>Item Amount</b>
401	Grant Amount (Federal share of Project cost - 50%)	\$27,650
1400	Local expense (share of Project cost - 50%)	\$27,650
	Total Project Expense	\$55,300

In no event shall this grant exceed \$27,650.

## **Appendix B: Restrictions, Prohibitions, Controls, and Labor Provisions**

- a. The Grantee, its agents, employees, assigns, or successors, and any persons, firms, or agency of whatever nature with whom it may contract or make agreement, in connection with this Agreement, shall not discriminate against any employee or applicant for employment because of age, race, religion, handicap, color, sex, or national origin. The Grantee shall take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their age, race, religion, handicap, color, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- b. Disadvantaged Business Enterprises (“DBE”). It is the policy of the U.S. DOT that DBEs, as defined in 49 C.F.R. pt. 26, have the maximum opportunity to participate in the performance of contracts financed in whole or in part with the Federal funds under this Agreement. Consequently, the DBE requirements of 49 C.F.R. pt. 26 apply to this Agreement.

The recipient or its contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. DOT-assisted contract or in the administration of its DBE program or the requirements of 49 C.F.R. pt. 26. The recipient shall take all necessary and reasonable steps under 49 C.F.R. pt. 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted contracts. The recipient will utilize the Virginia Department of Transportation’s DBE program, as required by 49 C.F.R. pt. 26 and as approved by the U.S. DOT, which is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. § 3801 *et seq.*).

Pursuant to the requirements of 49 C.F.R. pt. 26, the following clause must be inserted in each third party contract:

“The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. pt. 26 in the award and administration of U.S. DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to: (1) withholding monthly progress payments; (2) assessing

sanctions; (3) liquidated damages; and/or (4) disqualifying the contractor from future bidding as non-responsible.”

- c. Interest of Member of, or Delegates to, Congress. No member of, or delegate to, the Congress of the United States shall be admitted to any share or part of this Agreement or to any benefit arising therefrom.
- d. Conflict of Interest. The Grantee and its officers and employees shall comply with the provisions of the State and Local Government Conflict of Interests Act, §§ 2.2-3100 *et seq.* of the *Code of Virginia* (1950), as amended.
- e. The Grantee, its agents, employees, assigns, or successors, and any persons, firm, or agency of whatever nature with whom it may contract or make an agreement, shall comply with the provisions of the Fair Employment Contracting Act, §§ 2.2-4200 *et seq.* of the *Code of Virginia* (1950), as amended.

## Appendix C: Title VI

During the performance of this Agreement, the Grantee, for itself, its assignees, and successors in interest, agrees as follows:

- a. **Compliance with Regulations**: The Grantee shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (U.S. DOT), 49 C.F.R. pt. 21, as amended (“Regulations”).
- b. **Nondiscrimination**: The Grantee, with regard to the work performed by it during the term of this Agreement, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Grantee shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations.
- c. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment**: In all solicitations, either by competitive bidding or negotiation, made by the Grantee for work to be performed under a subcontract, including procurements of materials, leases, or equipment, each potential subcontractor or supplier shall be notified by the Grantee of the Grantee's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.
- d. **Information-Reports**: The Grantee shall provide all information and reports developed as a result of or required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department or the FTA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Grantee is in the exclusive possession of another who fails or refuses to furnish this information, the Grantee shall so certify to the Department or the FTA, as appropriate, and shall set forth the efforts it has made to obtain this information.
- e. **Sanctions for Noncompliance**: In the event of the Grantee's noncompliance with the nondiscrimination provisions of this Agreement, the Department shall impose such Agreement sanctions as it or the FTA may determine to be appropriate, including, but not limited to:
  1. Withholding of payments to the Grantee under the Agreement until the Grantee complies; and/or
  2. Cancellation, termination, or suspension of the Agreement in whole or in part.

- f. **Incorporation of Provisions:** The Grantee shall include the requirements of paragraphs a through f in every subcontract (making clear that the requirements on the Grantee are in turn required of all subcontractors), including procurements of materials and leases of equipment, unless exempt by the regulations or directives issued pursuant thereto. The Grantee shall take such action with respect to any subcontract or procurement as the Department or the FTA may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event the Grantee becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Grantee must immediately notify the Department so that steps can be taken to protect the interests of the Department and the United States.

## Appendix D: Audit Guidelines

- a. OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations," was issued pursuant to the Single Audit Act of 1984, Pub. L. 98-502, and the Single Audit Act Amendments of 1996, Pub. L. 104-156. It sets forth standards for obtaining consistency and uniformity among Federal agencies for the audit of States, local governments, and non-profit organizations expending Federal awards. A-133 is applicable to recipients of funds under this Agreement. U.S. DOT regulations implementing A-133 are contained in 2 C.F.R. pt. 1201 and 23 C.F.R. pt. 420. In addition, other regulations/publications that are applicable and should be referred to as necessary are:
  1. OMB Circular A-87 Revised, "Cost Principles for State, Local and Indian Tribal Governments."
  2. 2 C.F.R. pt. 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards."
  3. Government Auditing Standards - "Yellow Book" - 2011 Revision.
  4. "Compliance Supplement for Single Audits of State and Local Governments."

In preparing the audit reports, Part 6 of OMB Circular A-133 should be referenced and complied with.

- b. Additional guidance is as follows:
  1. Eligibility of costs is stressed for expenditures made within the grants. OMB Circular A-87 Revised should be referenced and applied. Generally, some of the problems encountered are:
    - A. Unacceptable or no cost allocation plan, usually for "indirect costs."
    - B. Arbitrary allocation of costs.
    - C. Failure to maintain time and attendance records.
    - D. Failure to keep accurate track of employee time spent on each of several grants.
    - E. Improper documentation.
  2. The report should have sufficient schedules, either main or supplementary, that identify beginning balances, revenues, expenditures by line item and individual grants, and fund balances. Department-issued grants should be separated. A schedule of ineligible costs should also be included if such costs are found.

3. The report should present a schedule of indirect costs and be presented in a manner that indicates the method of developing the costs (including fringe benefits). Indirect costs should be analyzed for eligibility of costs included (interest, taxes, etc.).
4. Costs should be classified to identify expenditures by the Grantee in contrast to disbursements actually passed through to subrecipients. The scope of the audit should include expenditures made by the subrecipients and be identified in the audit report. This includes consultants, subconsultants, and any other recipient of pass through funds.
5. Generally speaking, it is left up to the auditor's professional judgment to determine materiality in selection of parameters for sample testing and recognition of errors. However, it is suggested that the size of each individual grant in the entity be considered when selecting parameters rather than total overall operation of the entity.
6. The following groups should be sent copies of the audit reports:

- A. Two copies of the audit reports and two copies of the OIG Review of the Report are to be sent to:

Virginia Department of Rail and Public Transportation  
Attention: Donald Karabaich, Audit Manager  
600 East Main Street, Suite 2102  
Richmond, VA 23219

- B. Grantees expending more than \$500,000 a year in Federal assistance must forward a copy of the audit to a central clearinghouse designated by OMB.

Federal Audit Clearinghouse  
Bureau of the Census  
1201 E. 10th St.  
Jefferson, IN 47132

- C. If your independent annual single audit contains U.S. DOT program findings, a copy of the entire audit report must be submitted to your FTA Regional Office. If your agency receives funds from more than one U.S. DOT agency and the FTA is your point of contact for all DBE program issues, then you must submit the entire audit report if it contains any findings related to any U.S. DOT program.
- D. If your independent annual single audit report contains no U.S. DOT program findings, a copy of only the Federal Clearinghouse transmittal sheet must be submitted to your FTA Regional Office.